

**Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 31 October 2020  
for  
Matthew's Hub**

Marshall & Co  
Chartered Accountants  
& Chartered Tax Advisers  
The Bloc  
Springfield Way  
Anlaby  
Kingston upon Hull  
East Yorkshire  
HU10 6RJ

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**Report of the Trustees  
for the year ended 31 October 2020**

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The trustees present their report with the financial statements of the charity for the year ended 31 October 2020. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

(1) to promote social inclusion for the public benefit by preventing people aged over 13 living with high functioning autism from becoming socially excluded, in particular but not exclusively by:

(a) providing a local network group in Hull, East Riding of Yorkshire and Lincolnshire to enable a more effective and joined up approach;

(b) facilitating autistic people who do not have a learning disability to overcome inequality and disadvantage, arising as a result of the circumstances they are born into;

(c) improving self-worth through the provision of a safe place to make friends and develop relationships with like-minded people; and

(d) promoting equality of opportunities for people who are autistic and do not have a learning disability who are excluded. For the purposes of this clause socially excluded high functioning autistic people means autistic people without a learning disability (IQ>70) who are excluded from society, or parts of society as a result of one or more of the following factors: unemployment, financial hardship, race, gender, poor educational or skills attainment, relationship and family breakdown and or who are within or have experienced the public care or criminal justice systems.

(2) advancing the education of the general public on the needs of people with high functioning autism and Asperger's syndrome who are socially excluded, to encourage service providers to adapt their services to meet their needs, and the public to generally be more accepting of, and engaging with this group of people

(3) relieving the needs of adults with autism by providing diagnosis services for people aged over 13 who do not have a learning disability and demonstrate autistic traits.

**Report of the Trustees  
for the year ended 31 October 2020**

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**OBJECTIVES AND ACTIVITIES**

**Significant activities**

The major activities of Matthew's Hub surround the provision of services that reflect the statement of purpose.

The major specialist activity surrounds provision of expert advice and support in:

- \* Pre and post diagnosis support - as part of local diagnostic pathway
- \* Employability - Peer mentoring for impact of autism and employment support
- \* Benefits - advocacy and support
- \* Housing support - relating to obtaining and maintaining a tenancy
- \* Health - Emotional health and wellbeing support & Cognitive Behavioural sessions
- \* Transition work from child to adult
- \* Criminal Justice - supporting prisoners leaving custody and working to prevent custodial sentences
- \* Autism awareness training

**General support is provided to members through:**

Most of our activities surround the provision of peer mentorship, housing related support, emotional health and wellbeing, social activities and advocacy to individuals who are members of Matthew's Hub. This has predominately been provided virtually during the COVID 19 pandemic.

- \* One to one peer mentorship
- \* One to one mindfulness and emotional health and wellbeing support
- \* One to one anxiety management
- \* Social groups including weekly quiz
- \* Creative writing
- \* Arts and crafts
- \* Music group
- \* Women's support group
- \* Youth support group

As well as a wide range of services provided to members, staff are involved in networking around wider strategy development in the Hull and East Riding plus influencing the national agenda through membership of autistic community groups and attendance at events.

The CEO is a member of the Yorkshire and Humber Operational Delivery Network for autism and is working with the sub-group lead to engage autistic people without a learning disability in the development of suitable services.

**ACHIEVEMENT AND PERFORMANCE**

**Charitable activities**

Our ever-growing team of neurodiverse staff now include autistic people, staff with ADHD and dyslexia. This ensures that the members we support often receive support from staff with lived experience as well as professional qualifications.

We have worked in partnership with Humber Mental Health NHS Trust to develop a joint integrated diagnostic pathway, where Matthew's Hub provides the pre and post diagnostic support.

We gained 152 new registered members within this financial year. We had a steady stream of referrals many which were self-referrals. Some weeks we had as many as 8 new referrals.

**Report of the Trustees  
for the year ended 31 October 2020**

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**FINANCIAL REVIEW**

**Principal funding sources**

A rolling contract with the local NHS Mental Health Trust has been agreed, this is to deliver pre-and post-diagnostic support. Income from this contract continues to be monitored.

Matthew's Hub has cemented its contract with Hull City Council in partnership with Humbercare to provide housing related support. We have increased the initial agreed hours of support. This contract has strong potential for future income for the next year and beyond.

Matthew's Hub worked with the National Probation Service (Humberside) to secure a grant from the Police and Crime Commissioner for 1 years funding to support autistic prison leavers. This grant runs September 2020 - September 2021 and funds specialist peer mentorship.

Matthew's Hub has a contract with Autism Forward to provide peer mentoring to autistic people who are in employment or need support to gain employment. Autism Forward provide grants to individuals which are paid to Matthew's Hub and fund peer mentoring sessions.

We also secured a COVID 19 response grant to provide support October 2020 - March 2021.

The 3-year Big Lottery funding 2017 - 2020 ended in March 2020. The application for further Big Lottery funding was paused due to Covid. Our CEO continued discussions within this period for multi-year Reaching Communities Big Lottery funding.

**Reserves policy**

The policy of the Hub is to seek to build a reserve equivalent to 3 months of gross staff salaries.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

**Organisational structure**

The Hub's CEO works very closely with The Head of Service and the board of Trustees. The Board meet once a month and hold discussions throughout the month where necessary. The CEO has regular contact and/ or meetings with our Chair of Trustees.

**Induction and training of new trustees**

A policy and procedure was introduced the previous year for the training of new trustees. We also developed a Trustee Skills Audit, and produced an internal handbook for all trustees.

**Wider network**

Professional networks include, Hull City Council, East Riding of Yorkshire Council, Autism Forward, Autistica, DWP, Cat Zero, Giroscope, NHS Hull CCG and NHS East Riding of Yorkshire CCG, City Health Care Partnership, Hull University Teaching Hospitals NHS Trust, Humberside Police, HMP Prison Hull, HMP Prison Humber, AutismPlus and Humbercare. Hull and East Riding of Yorkshire Autism Partnership Strategy Boards, Corner House (Yorkshire), Hull and East Yorkshire Mind, Royal Holloway University, Humberside National Probation Service (Hull and East Riding), Humberside Police and Crime Commissioner, Evolve - Hull Eating Disorder Service,

**Report of the Trustees  
for the year ended 31 October 2020**

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**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The main risks for the year ahead remain largely those identified in the last 2 years, although our position has strengthened somewhat. Building on the SWOT analysis we completed in July 2019, we have cemented increased financial awareness and scrutiny by the board and continue to work actively on our identified risks. We addressed one of our identified risks from last year which was measuring impact. We did this by significant investment and improvement in our Hub Bot reporting system. This allows us to produce management reports of new and existing members, their demographic; their needs; Hub services the members have accessed and more.

The major risk is sustainable income and cashflow. Another challenging risk this year has been managing the service during the COVID 19 pandemic. However, it has also been a significant strength as we have adapted well and increased our membership and found that for some of our members remote support and joining support activities online has been a benefit. The investment in hub bot meant we were able to move quickly to remote administration and record keeping.

**Sustainable income-** This year we have seen our income grow significantly. Our CEO is constantly considering and making bids for funding, in consultation with trustees to further the Charity Objectives. Our CEO has secured some new exciting short term-to-medium term contracts with various statutory bodies for the Hub to provide key services. With continuing high-quality performance, we hope to turn these into longer term contracts.

**Cash Flow** This year we have been much more successful in managing cashflow. Our accounts speak for themselves as far as, we have excess income this year. We continue to take a robust approach to cashflow, and all matters financial this year and will maintain this approach going forward. This strategic focus is intended to support the team to respond to what our members ask for; support our charitable objectives and minimise one of our major long-term risks.

**Managing the service during the COVID 19 pandemic**

Despite the risks, we managed see this as a major success for us to learn and build from.

Since first lockdown in March 2020, all staff have worked from home. We managed to move all our services, ensure all staff had the relevant and appropriate equipment, IT, and telephone support to enable reliable delivery of support, within a week.

We have delivered most support virtually using a wide range of online platforms.

This change in delivery model has allowed us to successfully engage with a wider age range and gender distribution than previously. The feedback from members has been positive, and we have consulted all members on changes as the year has progressed.

We have received almost double the number of referrals than pre-pandemic, have been successful in number of bids for grants and have recruited additional autistic staff to support our members.

We have worked closely with voluntary, community, criminal justice, health and social care partners to ensure the best possible support for autistic people during this challenging time.

We have engaged the support of a confidential wellbeing service to support our staff in these challenging times. This service has been successfully used by several the staff.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

1169872

**Report of the Trustees  
for the year ended 31 October 2020**

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**Principal address**

2nd Floor Regents House  
183 Ferensway  
Hull  
HU1 UX

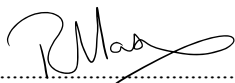
**Trustees**

Mrs L Duff (resigned 2/3/2020)  
Mrs S Stoakes  
Mrs S Rizzardi  
E Washer  
B Heasman  
Mrs R Mason  
Mrs J Fairbairn  
R Stoakes  
Ms S Thompson (appointed 7/8/2020)

**Independent Examiner**

Marshall & Co  
Chartered Accountants  
& Chartered Tax Advisers  
The Bloc  
Springfield Way  
Anlaby  
Kingston upon Hull  
East Yorkshire  
HU10 6RJ

Approved by order of the board of trustees on .....21.6.21..... and signed on its behalf by:



.....  
Mrs R Mason - Trustee

## **Independent Examiner's Report to the Trustees of Matthew's Hub**

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### **Independent examiner's report to the trustees of Matthew's Hub**

I report to the charity trustees on my examination of the accounts of Matthew's Hub (the Trust) for the year ended 31 October 2020.

### **Responsibilities and basis of report**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiner's statement**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of \_ which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Andrew Rusling  
Marshall & Co  
Chartered Accountants  
& Chartered Tax Advisers  
The Bloc  
Springfield Way  
Anlaby  
Kingston upon Hull  
East Yorkshire  
HU10 6RJ

Date: 21.5.21 .....



**Statement of Financial Activities  
for the year ended 31 October 2020**

	Notes	Unrestricted fund £	Restricted fund £	2020 Total funds £	2019 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	1,885	-	1,885	1,942
<b>Charitable activities</b>					
Grant Income		130,798	11,777	142,575	100,255
Other trading activities	3	186,538	-	186,538	63,955
Investment income	4	2	-	2	8
<b>Total</b>		319,223	11,777	331,000	166,160
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>					
Charitable expenditure		184,912	-	184,912	161,520
Management expenses		22,432	-	22,432	22,415
<b>Total</b>		207,344	-	207,344	183,935
<b>NET INCOME/(EXPENDITURE)</b>		111,879	11,777	123,656	(17,775)
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		(1,586)	-	(1,586)	16,189
<b>TOTAL FUNDS CARRIED FORWARD</b>		110,293	11,777	122,070	(1,586)

The notes form part of these financial statements

**Balance Sheet**  
**31 October 2020**

	Notes	Unrestricted fund £	Restricted fund £	2020 Total funds £	2019 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	8	7,298	-	7,298	7,565
<b>CURRENT ASSETS</b>					
Debtors	9	32,453	-	32,453	14,943
Cash at bank and in hand		182,993	11,777	194,770	33,740
		<u>215,446</u>	<u>11,777</u>	<u>227,223</u>	<u>48,683</u>
<b>CREDITORS</b>					
Amounts falling due within one year	10	(112,451)	-	(112,451)	(57,834)
<b>NET CURRENT ASSETS/(LIABILITIES)</b>		<u>102,995</u>	<u>11,777</u>	<u>114,772</u>	<u>(9,151)</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>110,293</u>	<u>11,777</u>	<u>122,070</u>	<u>(1,586)</u>
<b>NET ASSETS/(LIABILITIES)</b>		<u>110,293</u>	<u>11,777</u>	<u>122,070</u>	<u>(1,586)</u>
<b>FUNDS</b>	11				
Unrestricted funds				110,293	(1,586)
Restricted funds				11,777	-
<b>TOTAL FUNDS</b>				<u>122,070</u>	<u>(1,586)</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 21.6.21 and were signed on its behalf by:

  
 .....  
 R Mason - Trustee

**Notes to the Financial Statements  
for the year ended 31 October 2020**

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**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Computer equipment                      - 33% on cost

**Taxation**

The charity is exempt from tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Pension costs and other post-retirement benefits**

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**Notes to the Financial Statements - continued  
for the year ended 31 October 2020**

**2. DONATIONS AND LEGACIES**

	2020	2019
	£	£
Donations	<u>1,885</u>	<u>1,942</u>

**3. OTHER TRADING ACTIVITIES**

	2020	2019
	£	£
Autism Forward	13,285	10,885
Humber NHS Foundation Trust	92,369	4,180
Humbercare	40,157	26,715
HCUK Training	-	21,000
Active Humber	5,024	-
Safer Hull	4,500	-
Inclusion North	9,800	-
Royal Holloway	2,100	-
NHS Hull CCG	150	-
NHS North Lincolnshire CCG	480	-
East Riding of Yorkshire CCG	16,800	-
MyCpo	1,875	-
Connect Well Hull	-	300
Fujitsu	-	500
	<u>186,538</u>	<u>63,955</u>

**4. INVESTMENT INCOME**

	2020	2019
	£	£
Deposit account interest	<u>2</u>	<u>8</u>

**5. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 October 2020 nor for the year ended 31 October 2019.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 October 2020 nor for the year ended 31 October 2019.

**Notes to the Financial Statements - continued  
for the year ended 31 October 2020**

**6. STAFF COSTS**

The average monthly number of employees during the year was as follows:

	2020	2019
Staff	12	10
	<u>          </u>	<u>          </u>

No employees received emoluments in excess of £60,000.

**7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £	Restricted fund £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	1,942	-	1,942
<b>Charitable activities</b>			
Grant Income	100,255	-	100,255
Other trading activities	63,955	-	63,955
Investment income	8	-	8
	<u>          </u>	<u>          </u>	<u>          </u>
<b>Total</b>	166,160	-	166,160
 <b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Charitable expenditure	161,520	-	161,520
Management expenses	22,415	-	22,415
	<u>          </u>	<u>          </u>	<u>          </u>
<b>Total</b>	183,935	-	183,935
	<u>          </u>	<u>          </u>	<u>          </u>
<b>NET INCOME/(EXPENDITURE)</b>	(17,775)	-	(17,775)
 <b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	16,189	-	16,189
	<u>          </u>	<u>          </u>	<u>          </u>
<b>TOTAL FUNDS CARRIED FORWARD</b>	(1,586)	-	(1,586)
	<u>          </u>	<u>          </u>	<u>          </u>

**Notes to the Financial Statements - continued**  
**for the year ended 31 October 2020**

**8. TANGIBLE FIXED ASSETS**

	Fixtures and fittings £	Computer equipment £	Totals £
<b>COST</b>			
At 1 November 2019	932	17,189	18,121
Additions	-	4,396	4,396
At 31 October 2020	932	21,585	22,517
<b>DEPRECIATION</b>			
At 1 November 2019	73	10,289	10,362
Charge for year	154	4,703	4,857
At 31 October 2020	227	14,992	15,219
<b>NET BOOK VALUE</b>			
At 31 October 2020	705	6,593	7,298
At 31 October 2019	859	6,900	7,759

**9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2020 £	2019 £
Trade debtors	17,410	14,607
Other debtors	1,984	-
Prepayments and accrued income	13,059	336
	32,453	14,943

**10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2020 £	2019 £
Trade creditors	1,760	2,547
Taxation and social security	-	2,019
Other creditors	110,691	53,268
	112,451	57,834

**Notes to the Financial Statements - continued  
for the year ended 31 October 2020**

**11. MOVEMENT IN FUNDS**

	At 1/11/19 £	Net movement in funds £	At 31/10/20 £
<b>Unrestricted funds</b>			
General fund	(1,586)	111,879	110,293
<b>Restricted funds</b>			
Grant Restriced	-	11,777	11,777
<b>TOTAL FUNDS</b>	<u>(1,586)</u>	<u>123,656</u>	<u>122,070</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	319,223	(207,344)	111,879
<b>Restricted funds</b>			
Grant Restriced	11,777	-	11,777
<b>TOTAL FUNDS</b>	<u>331,000</u>	<u>(207,344)</u>	<u>123,656</u>

**Comparatives for movement in funds**

	At 1/11/18 £	Net movement in funds £	At 31/10/19 £
<b>Unrestricted funds</b>			
General fund	16,189	(17,775)	(1,586)
<b>TOTAL FUNDS</b>	<u>16,189</u>	<u>(17,775)</u>	<u>(1,586)</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	166,160	(183,935)	(17,775)
<b>TOTAL FUNDS</b>	<u>166,160</u>	<u>(183,935)</u>	<u>(17,775)</u>

**Notes to the Financial Statements - continued**  
**for the year ended 31 October 2020**

**11. MOVEMENT IN FUNDS - continued**

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/11/18 £	Net movement in funds £	At 31/10/20 £
<b>Unrestricted funds</b>			
General fund	16,189	94,104	110,293
<b>Restricted funds</b>			
Grant Restriced	-	11,777	11,777
<b>TOTAL FUNDS</b>	<u>16,189</u>	<u>105,881</u>	<u>122,070</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	485,383	(391,279)	94,104
<b>Restricted funds</b>			
Grant Restriced	11,777	-	11,777
<b>TOTAL FUNDS</b>	<u>497,160</u>	<u>(391,279)</u>	<u>105,881</u>

**12. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 October 2020.