

FYLDE COAST ADVICE AND LEGAL CENTRE

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30TH JUNE 2022

FYLDE COAST ADVICE AND LEGAL CENTRE

YEAR ENDED 30TH JUNE 2022

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FYLDE COAST ADVICE AND LEGAL CENTRE

TRUSTEES ANNUAL REPORT

YEAR ENDED 30TH JUNE 2022

Report of the trustees for the year ending 30 June 2022

The trustees, present the annual report together with the financial statements and independent examiner's report of the charity for the year ended 30th June 2022.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered name: Fylde Coast Advice and Legal Centre

Charity number: 1172655

Principal office: 299 Church Street, Blackpool FY1 3PF

Trustees

The trustees manage the charity on a day to day basis.

The trustees serving the charity are as follows:

Ms Carole Leary	Trustee and Chair
Ms Jodie Trembles	Trustee and Treasurer
Ms Amanda Williamson	Trustee
Rev Richard Cartmell	Trustee
Ms Angela Brooke-Steel	Trustee
Mrs Deborah Heywood	Trustee
Mr Paul Greateorex	Trustee
Mr Kendrick Fowler	Trustee
Mr John Blott	Trustee
Ms Holly Swales	Trustee
Mr Martin Mitchell	Trustee

Public benefit

The trustees have complied with the duty in section 17(5) of the 2011 Charities Act to have due regard to guidance published by the Charity Commission on public benefit.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is a Charitable Incorporated Organisation and is governed by its Constitution, dated 20th April 2017, which sets out the objects and powers of the charity.

Recruitment and appointment of trustees and members

At the AGM of the CIO, members of the organisation can nominate persons to stand for election as a Trustee. To keep consistency, one third of Trustees are re-elected at each AGM. The Trustees have power to co-opt prospective Trustees between AGMs and are invited to serve as Trustees by the executive committee based on their expression of interest in the objects of the charity. They are then voted on by the Trustees at a meeting.

FYLDE COAST ADVICE AND LEGAL CENTRE

TRUSTEES ANNUAL REPORT

YEAR ENDED 30TH JUNE 2022

OBJECTIVES AND ACTIVITIES

The objects and principal activities of the charity are:

- a) to relieve poor persons in the boroughs of Blackpool, Fylde and Wyre and in the cities of Lancaster and Preston (the designated area) by providing such persons with legal services which they could not otherwise obtain through the lack of means
- b) the advancement of education among persons resident or working in the designated area

ACHIEVEMENTS, PERFORMANCE AND PLANS FOR FUTURE PERIODS

Throughout the year ended 30th June 2022, the centre has continued to obtain work referred to us by a number of sources, which includes statutory agencies, voluntary and charitable organisations. Enquiries and case work have also arisen from our website and from national organisations and their websites.

Work undertaken has consisted of housing cases; welfare benefits advice and appeals; employment cases including discrimination and unfair dismissal; and bankruptcy issues, to name just a few.

We deal with cases which can seem small issues, but nevertheless, they are important to the individual. right through to larger cases, where the papers spread over numerous lever arch files.

We also deal with cases where a person's liberty is at stake. This is usually in relation to breaches of injunctions where the county court can find them in contempt if they have breached the order and send them to prison. Every person has a right to representation in such a case.

The work done by the charity volunteers and staff is essential to the operation of the charity and their services are very much appreciated by the trustees and all involved in the charity.

FINANCIAL REVIEW

The results for the year and the charity's financial position at the end of the year are shown in the attached financial statements.

Incoming resources for the year ended 30th June 2022 totalled £134,763.

Overall expenditure in the year amounted to £142,396, resulting in a deficit position of £7,633 for the year ended 30th June 2022.

Reserves carried forward at the year end date in total stand at £5,887, being £14,183 of restricted reserves and negative £8,296 unrestricted reserves.

Reserves policy

The charity aims to increase reserves to approximately 6 month's expenditure in the region of £65,000, to enable the Charity to remain operational should there be an unexpected fall in grants and donations received or any other unforeseen circumstance.

FYLDE COAST ADVICE AND LEGAL CENTRE

TRUSTEES ANNUAL REPORT

YEAR ENDED 30TH JUNE 2022

RESPONSIBILITIES OF THE TRUSTEES

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the charity trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period.

In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees of the charity on 30th April 2023 and signed on its behalf by:

.....
Miss J Trembles
Treasurer

FYLDE COAST ADVICE AND LEGAL CENTRE
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
YEAR ENDED 30TH JUNE 2022

We report on the accounts of the charity for the year ended 30th June 2022, which are set out on pages 5 to 7.

Respective responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is our responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to our attention.

Basis of Independent Examiner's Report

Our examination was carried out in accordance with the General Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as Trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with our examination, no matters have come to our attention

- 1 Which would give us reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with Section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Acthave not been met; or
- 2 To which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**67 Badgers Walk East
Lytham
FY8 4BS**

**Alexander Murgatroyd

30th April 2023**

FYLDE COAST ADVICE AND LEGAL CENTRE

INCOME AND EXPENDITURE ACCOUNT

YEAR ENDED 30TH JUNE 2022

	Access to Justice £	Tudor Trust £	Total restricted funds £	Unrestricted funds £	2022 Total funds £	2021 Total funds £
Receipts:						
Grants received	60,000	30,000	90,000	15,336	105,336	138,156
Donations			-	2,488	2,488	3,706
Services			-	20,945	20,945	-
Other income			-	5,994	5,994	684
Total receipts	60,000	30,000	90,000	44,763	134,763	142,546
Payments:						
Wages	60,000	15,817	75,817	4,976	80,793	75,130
Training, consultancy and reference materials			-	3,373	3,373	8,995
Travel and accommodation			-	778	778	277
Advertising			-	878	878	3,233
Computer expenses			-	3,708	3,708	3,902
Printing, stationery and postage			-	1,982	1,982	2,211
General admin expenses			-	3,951	3,951	5,652
Rent			-	8,000	8,000	11,300
Heat, light and water			-	2,979	2,979	1,117
Repairs			-	1,055	1,055	7,361
Telephone			-	2,816	2,816	2,069
Insurance			-	2,594	2,594	2,593
Professional services and memberships			-	29,028	29,028	11,736
Bank Charges			-	461	461	440
Bookkeeping			-	-	-	1,488
Total payments	60,000	15,817	75,817	66,579	142,396	137,504
Net of receipts / (payments)	-	14,183	14,183	(21,816)	(7,633)	5,042
Transfers between funds	-	-	-	-	-	-
Cash funds brought forward	-	-	-	13,520	13,520	8,478
Cash funds carried forward	-	14,183	14,183	(8,296)	5,887	13,520

FYLDE COAST ADVICE AND LEGAL CENTRE

BALANCE SHEET

YEAR ENDED 30TH JUNE 2022

2021		2022	
£		£	£
	Fixed assets		
335	Fixtures and fittings	335	
9,071	Office equipment	10,616	
<u>9,406</u>		<u>10,951</u>	
	Current assets		
939	Other debtors	939	
3,175	Cash at bank and in hand	<u>497</u>	
<u>4,114</u>			1,436
	Current liabilities		
-	Other creditors		(6,500)
<u>13,520</u>	Total assests less current liabilities	<u>5,887</u>	
	Represented by:		
13,520	General fund	(8,296)	
	Restricted funds	14,183	
<u>13,520</u>		<u>5,887</u>	

These financial statements were approved by the board of trustees on
and are signed on their behalf by:

Miss J Trembles
Treasurer

FYLDE COAST ADVICE AND LEGAL CENTRE

NOTES TO THE INCOME AND EXPENDITURE ACCOUNT

YEAR ENDED 30TH JUNE 2022

1 Accounting policies

The accounting policies adopted are regularly reviewed to ensure that they remain the most appropriate for the circumstances of this Charitable Incorporated Organisation.

The financial statements have been prepared on a receipts and payments basis, under the historical cost convention.

Income is recognised when it is actually received.

Expenditure is recognised when it is paid.

2 Grants received

Grants received during the year were:

	2022	2021
	£	£
The AB Charitable Trust	-	15,000
CJRS - Furlough grants	8,836	-
National Lottery	-	41,365
Comic Relief	-	1,000
Access to Justice Fund	60,000	76,655
Tudor Trust	30,000	-
Other grants received	6,500	-
	105,336	134,020

3 Trustees expenses

No amounts were paid to Trustees during the year.