

**FYLDE COAST ADVICE AND LEGAL CENTRE**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30TH JUNE 2023**

**FYLDE COAST ADVICE AND LEGAL CENTRE**

**YEAR ENDED 30TH JUNE 2023**

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# **FYLDE COAST ADVICE AND LEGAL CENTRE**

## **TRUSTEES ANNUAL REPORT**

**YEAR ENDED 30<sup>TH</sup> JUNE 2023**

### **Report of the trustees for the year ending 30 June 2023**

The trustees, present the annual report together with the financial statements and independent examiner's report of the charity for the year ended 30<sup>th</sup> June 2023.

### **REFERENCE AND ADMINISTRATIVE DETAILS**

<b>Registered name:</b>	Fylde Coast Advice and Legal Centre
<b>Charity number:</b>	1172655
<b>Principal office:</b>	Unit 8, Blackpool Technology Centre, Faraday Way, Blackpool

### **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	Resigned November 2023
Mr Martin Mitchell	Trustee and Acting Chair	
Ms Jodie Trembles	Trustee and Treasurer	
Ms Amanda Williamson	Trustee	Resigned March 2024
Rev Richard Cartmell	Trustee	Resigned February 2024
Ms Angela Brooke-Steel	Trustee	
Mrs Deborah Heywood	Trustee	
Mr Paul Greatorex	Trustee	
Mr Kendrick Fowler	Trustee	
Mr John Blott	Trustee	
Ms Holly Swales	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 20<sup>th</sup> 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 30<sup>TH</sup> JUNE 2023**

### **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**

The year ended 30<sup>th</sup> June 2023 has been a difficult year, financially, for the Fylde Coast Advice and Legal Centre with a significant reduction in funding during the year, which has unfortunately continued post year end.

Since the year end, the charity has sought to expand connections with the community and local organisations to initiate the development of a hub to focus on addressing housing issues in the Blackpool and Fylde Coast area, continuing the fight against sub-standard accommodation in the area and aiming to breach the gap between tenants and landlords.

Throughout the year ended 30<sup>th</sup> June 2023, 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.

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 30<sup>th</sup> June 2023 totalled £56,066.

Overall expenditure in the year amounted to £57,636, resulting in a deficit position of £1,570 for the year ended 30<sup>th</sup> June 2023.

Reserves carried forward at the year end date in total stand at £4,317, being £1,224 of restricted reserves and £3,093 unrestricted reserves.

### **Reserves policy**

The charity aims to increase reserves to approximately 6 month's expenditure in the region of £30,000, 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 30<sup>TH</sup> JUNE 2023

#### 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 11 July 2024 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 2023**

We report on the accounts of the charity for the year ended 30th June 2023, 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**

**11 JULY 2024**

**FYLDE COAST ADVICE AND LEGAL CENTRE**

**INCOME AND EXPENDITURE ACCOUNT**

**YEAR ENDED 30TH JUNE 2023**

	<b>Tudor Trust</b>	<b>Total restricted funds</b>	<b>Unrestricted funds</b>	<b>2023 Total funds</b>	<b>2022 Total funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Receipts:</b>					
Grants received	40,000	40,000	-	40,000	105,336
Donations		-	2,716	2,716	2,488
Services		-	12,046	12,046	20,945
Other income		-	1,304	1,304	5,994
<b>Total receipts</b>	<b>40,000</b>	<b>40,000</b>	<b>16,066</b>	<b>56,066</b>	<b>134,763</b>
<b>Payments:</b>					
Wages	26,934	26,934	-	26,934	80,793
Training, consultancy and reference materials	818	818	-	818	3,373
Travel and accommodation	398	398	114	512	778
Advertising	310	310	-	310	878
Computer expenses	2,746	2,746	272	3,018	3,708
Printing, stationery and postage	715	715	-	715	1,982
General admin expenses	1,103	1,103	1,880	2,983	3,951
Rent	7,144	7,144	-	7,144	8,000
Heat, light and water	707	707	-	707	2,979
Repairs	610	610	-	610	1,055
Telephone	2,287	2,287	-	2,287	2,816
Insurance	2,540	2,540	-	2,540	2,594
Professional services and memberships	6,140	6,140	2,411	8,551	29,028
Bank Charges	507	507	-	507	461
Bookkeeping		-	-	-	-
Other expenditure		-	-	-	-
<b>Total payments</b>	<b>52,959</b>	<b>52,959</b>	<b>4,677</b>	<b>57,636</b>	<b>142,396</b>
<b>Net of receipts / (payments)</b>	<b>(12,959)</b>	<b>(12,959)</b>	<b>11,389</b>	<b>(1,570)</b>	<b>(7,633)</b>
Transfers between funds	-	-	-	-	-
Cash funds brought forward	14,183	14,183	(8,296)	5,887	13,520
<b>Cash funds carried forward</b>	<b>1,224</b>	<b>1,224</b>	<b>3,093</b>	<b>4,317</b>	<b>5,887</b>

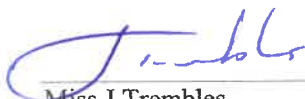
**FYLDE COAST ADVICE AND LEGAL CENTRE**

**BALANCE SHEET**

**YEAR ENDED 30TH JUNE 2023**

2022		2023
£		£
	<b>Fixed assets</b>	
335	Fixtures and fittings	335
10,616	Office equipment	11,291
<u>10,951</u>		<u>11,626</u>
	<b>Current assets</b>	
939	Other debtors	-
497	Cash at bank and in hand	58
<u>1,436</u>		58
	<b>Current liabilities</b>	
(6,500)	Other creditors	(7,367)
<u><u>5,887</u></u>	<b>Total assets less current liabilities</b>	<u><u>4,317</u></u>
	<b>Represented by:</b>	
(8,296)	General fund	3,093
14,183	Restricted funds	1,224
<u><u>5,887</u></u>		<u><u>4,317</u></u>

These financial statements were approved by the board of trustees on 11 July 2024  
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 2023**

**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 received.

Expenditure is recognised when it is paid.

**2 Grants received**

Grants received during the year were:

		<b>2023</b>	<b>2022</b>
		<b>£</b>	<b>£</b>
CJRS - Furlough grants		-	8,836
Access to Justice Fund	<i>Restricted</i>	-	60,000
Tudor Trust	<i>Restricted</i>	40,000	30,000
Other grants received		-	6,500
		<u>40,000</u>	<u>105,336</u>

**3 Trustees expenses**

No amounts were paid to Trustees during the year.