

# **Year end accounts**

Fylde Coast Advice and Legal Centre  
For the year ended 30 June 2024

# Contents

- 3 Trustees Report
- 6 Independent Examiner's Report to the Trustees
- 7 Income and Expenditure Account
- 8 Balance Sheet
- 9 Notes to the income and expenditure account

# Trustees Report

## Fylde Coast Advice and Legal Centre For the year ended 30 June 2024

### Report of the trustees for the year ending 30 June 2024

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 2024.

### 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	Acting Chair December 2023 - November 2024
Mr Kendrick Fowler	Trustee and Chair	Appointed as Chair November 2024
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	Resigned March 2024
Mr Paul Greateorex	Trustee	
Mr John Blott	Trustee	
Ms Holly Swales	Trustee	
Ms Jill Threlfall	Trustee	Appointed April 2025
Mr Christopher Baugh	Trustee	Appointed April 2025
Dr Ronald Heywood	Trustee	Appointed April 2025

### 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.

## **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**

Blackpool and the Fylde Coast continues to be an area of deprivation with significant housing, welfare and debt issues, in need of the services offered by the charity.

Since the year end, the charity has been reviewing it's direction going forward, to provide the necessary services of public benefit and to meet the specific needs of the area.

A volunteer who is reviewing the issues in the Blackpool area as part of her PHD research is providing important insight into the local issues arising and gaps in advice, in particular in relation to housing and debt advice. This volunteer is reporting her findings to the Trustees and the Trustees are using this insightful information to assist with reviewing the provision of services required in the area, the gaps in these services which can be addressed by the charity, and the approach to addressing these issues going forward through an improved service dedicated to helping those who are struggling to find the appropriate advice and resolution to their ongoing housing and debt issues.

In addition, the Trustees have been undertaking a review of training and governance, with the intention to updating and increasing the skills of the Trustees and volunteers to ensure the best possible advice and offering of services going forward.

The charity continues to maintain, improve and build upon good partnership networks, with a view to incorporating these in the charity's new action masterplan of services offered going forward.

## 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 2024 totalled £45,195.

Overall expenditure in the year amounted to £45,489, resulting in a deficit position of £294 for the year ended 30th June 2024.

Reserves carried forward at the year end date in total stand at £4,023, being wholly unrestricted reserves.

### Reserves policy

The charity aims to increase reserves to approximately 6 month's minimal base level expenditure, in the region of £10,000, to enable the Charity to remain operational should there be an unexpected fall in grants and donations received or any other unforeseen circumstance.

## 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 29th April 2025 and signed on its behalf by:



Miss J Trembles

Treasurer

# Independent Examiner's Report to the Trustees

## Fylde Coast Advice and Legal Centre For the year ended 30 June 2024

We report on the accounts of the charity for the year ended 30th June 2024, 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 Act
- have 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.

Ms S Grimshaw

29th April 2025

49 Marton Drive, Blackpool

# Income and Expenditure Account

Fylde Coast Advice and Legal Centre

For the year ended 30 June 2024

	TUDOR TRUST - 2023 RESTRICTED FUND	GENERAL UNRESTRICTED FUND	2024	2023
<b>Incoming resources</b>				
Donations received	-	319	319	2,716
Grants received	-	30,000	30,000	40,000
Legal Aid Services	-	13,107	13,107	11,271
Other Revenue	-	1,769	1,769	2,079
<b>Total Incoming resources</b>	-	<b>45,195</b>	<b>45,195</b>	<b>56,066</b>
<b>Expenditure</b>				
<b>Personnel expenditure</b>				
Salaries	1,224	22,233	23,457	26,934
Training and reference materials	-	61	61	818
Travel	-	439	439	512
<b>Total Personnel expenditure</b>	<b>1,224</b>	<b>22,733</b>	<b>23,957</b>	<b>28,264</b>
<b>Premises expenditure</b>				
Rent	-	8,168	8,168	7,144
Light, heat and water	-	480	480	707
Repairs & Maintenance	-	-	-	610
<b>Total Premises expenditure</b>	-	<b>8,648</b>	<b>8,648</b>	<b>8,461</b>
<b>Administration expenditure</b>				
Advertising	-	271	271	310
Printing, stationery and postage	-	956	956	715
Telephone & Internet	-	2,625	2,625	2,287
IT Software and Consumables	-	3,582	3,582	3,018
Subscriptions and memberships	-	1,036	1,036	8,551
Professional fees	-	1,129	1,129	-
General Expenses	-	242	242	2,983
Insurance	-	2,621	2,621	2,540
Bank Fees	-	423	423	507
<b>Total Administration expenditure</b>	-	<b>12,885</b>	<b>12,885</b>	<b>20,911</b>
<b>Total Expenditure</b>	<b>1,224</b>	<b>44,265</b>	<b>45,489</b>	<b>57,636</b>
<b>Net income / (expenditure) for the year</b>	<b>(1,224)</b>	<b>930</b>	<b>(294)</b>	<b>(1,570)</b>
<b>Net funds carried forward</b>				
Funds brought forward	1,224	3,093	4,317	5,887
Net income / (expenditure) for the year	(1,224)	930	(294)	(1,570)
<b>Total Net funds carried forward</b>	-	<b>4,023</b>	<b>4,023</b>	<b>4,317</b>

# Balance Sheet

## Fylde Coast Advice and Legal Centre As at 30 June 2024

	30 JUN 2024	30 JUN 2023
<b>Assets</b>		
<b>Fixed Assets</b>		
Office Equipment	11,291	11,291
Fixtures & fittings	335	335
<b>Total Fixed Assets</b>	<b>11,626</b>	<b>11,626</b>
<b>Current Assets</b>		
Cash at bank and in hand	91	66
<b>Total Current Assets</b>	<b>91</b>	<b>66</b>
<b>Total Assets</b>	<b>11,717</b>	<b>11,692</b>
<b>Liabilities</b>		
<b>Current Liabilities</b>		
VAT	328	-
Loan	7,367	7,367
TSB current account	-	8
<b>Total Current Liabilities</b>	<b>7,695</b>	<b>7,375</b>
<b>Total Liabilities</b>	<b>7,695</b>	<b>7,375</b>
<b>Net Assets</b>	<b>4,023</b>	<b>4,317</b>
<b>Funds</b>		
Unrestricted funds	4,023	3,093
Restricted Funds	-	1,224
<b>Total Funds</b>	<b>4,023</b>	<b>4,317</b>

These financial statements were approved by the board of trustees on 29th April 2025 and are signed on their behalf by:

Miss J Trembles

Trustee



# Notes to the income and expenditure account

## Fylde Coast Advice and Legal Centre For the year ended 30 June 2024

### 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:

		2024	2023
		£	£
Tudor Trust	<i>Restricted</i>	-	40,000
Tudor Trust	<i>Unrestricted</i>	30,000	-
<b>Total</b>		<b>30,000</b>	<b>40,000</b>

### 3. Trustees expenses

No amounts were paid to Trustees during the year.