

XTRAX (HASTINGS AND ROTHER)

England & Wales · Charity number 1174692

Details

Other names	DIRECTIONS (HASTINGS AND ROTHER), XTRAX(HASTINGS AND ROTHER)
Status	Registered
Legal form	CIO
Registered	2017-09-18
Register	View on the Charity Commission register

Contact

Address	Community Information Hub Town Hall Queen's Square TN34 1TL
Phone	01424722524
Email	info@xtrax.org
Website	www.xtrax.org

Activities

Objects: TO ACT AS A RESOURCE FOR YOUNG PEOPLE UP TO THE AGE OF 24 LIVING IN THE HASTINGS AND ROTHER AREA BY PROVIDING ADVICE AND ASSISTANCE AND ORGANISING PROGRAMMES OF PHYSICAL, EDUCATIONAL AND OTHER ACTIVITIES AS A MEANS OF:A) ADVANCING IN LIFE AND HELPING YOUNG PEOPLE BY DEVELOPING THEIR SKILLS, CAPACITIES AND CAPABILITIES TO ENABLE THEM TO PARTICIPATE IN SOCIETY AS INDEPENDENT, MATURE AND RESPONSIBLE INDIVIDUALS;B) ADVANCING EDUCATION;C) RELIEVING UNEMPLOYMENT;D) PROVIDING RECREATIONAL AND LEISURE TIME ACTIVITY IN THE INTERESTS OF SOCIAL WELFARE FOR PEOPLE LIVING IN THE AREA OF BENEFIT WHO HAVE NEED BY REASON OF THEIR YOUTH, AGE, INFIRMITY OR DISABILITY, POVERTY OR SOCIAL AND ECONOMIC CIRCUMSTANCES WITH A VIEW TO IMPROVING THE CONDITIONS OF LIFE OF SUCH PERSONS.

Activities: The activities of Xtrax are primarily operated as a drop-in centre providing a host of support and advisory services to avert crisis, homelessness and poverty, engaging young people in programmes to advance their learning, employment, skills and well-being.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** Disability, The Prevention Or Relief Of Poverty
- **Who:** Children/young People

Geography

- East Sussex

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£121,868	£117,579	-	-
2024-03-31	£171,141	£142,104	-	-
2023-03-31	£111,055	£133,525	-	-
2022-03-31	£146,509	£127,154	-	-
2021-03-31	£110,207	£126,490	-	-

Trustees

Name	Role	Appointed
Susan Manwaring	Chair	2018-04-15
Donovan Kitson		2023-07-13
Patrick Moss		2024-08-08
Tracey Elizabeth Rose		2025-09-25

XTRAX (HASTINGS AND ROTHER)

England & Wales - Charity number 1174692

Accounts



Xtrax (Hastings and Rother)

Charitable Incorporated Organisation

Registered Charity Number: 1174692

Trustees' Annual Report and Financial Statements

For the year ended

31st March 2025

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FOR YEAR ENDED 31ST MARCH 2025

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**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2025**

The trustees of Xtrax (Hastings and Rother) present its annual report and financial statements for the year ended 31st March 2025.

CHARITY INFORMATION

Name of Charity: Xtrax (Hastings and Rother)

Other Names by which the charity is known: Xtrax

Principal Address: Rose Cottage, 7 Gotham Alley, Hastings, TN34 1HB

Registered Charity Number: 1174692

Governing Document: CIO – Foundation Registered at Charity Commission on 18 Sep 2017, Amended on 23 Oct 2018

Trustees: S. Manwaring, Chair (elected 15/04/2018)
D. Kitson (elected 13/07/2023)
P. Moss (Elected 04/07/2024)
N. Jenner (Resigned 07/11/24)

Bankers: Lloyds Bank, Hastings Branch, 17 Wellington Place,
Hastings, East Sussex, TN34 1NX

Independent Examiner: Blue Ridge Accounting Services Ltd
The Old Court House
North Trade Road
Battle
East Sussex TN33 0EX

REPORT OF THE TRUSTEES (Cont'd) FOR THE YEAR ENDED 31ST MARCH 2025

The trustees of Xtrax (Hastings and Rother) present its annual report and financial statements for the year ended 31st March 2025.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is constituted and operates under the rules of its constitution adopted and accepted onto the register of charities as a Charitable Incorporated Organisation on the 18th September 2017, amended 23rd October 2018.

The charity is managed by an executive committee (the trustees) which meets monthly to consider such matters as funding and staffing as the overall direction of the project. The day to day running of the project is delegated to a staff team.

The methods adopted for the recruitment and appointment of new trustees is laid down in the constitution.

Objectives

To act as a resource for young people up to the age of 24 living in the Hastings and Rother area by providing advice and assistance and organising programmes of physical, educational and other activities as a means of: -

- a) advancing in life and helping young people by developing their skills, capacities and capabilities to enable them to participate in society as independent, mature and responsible individuals.
- b) advancing education.
- c) relieving unemployment.
- d) providing recreational and leisure time activity in the interests of social welfare for people living in the area of benefit who have need by reason of their youth, age, infirmity or disability, poverty or social and economic circumstances with a view to improving the conditions of life of such persons.

Public benefit statement

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

Summary of the main activities and achievements undertaken for the public benefit

In accordance with its charitable aims and to further public benefit XTRAX undertook the following activity during the reporting period:

The Charity offered a comprehensive free and accessible Information Advice and Guidance service to the most vulnerable and marginalised young people supporting them across a range of issues including housing, health, employment, education.

Over 500 1-2-1 sessions were undertaken with 110 being focussed on housing and homelessness, 222 general advice, 109 health (particularly mental health).

The Charity offered 50 open drop-in sessions offering a safe space for young people to access activities and, for those who are insecurely housed, food washing facilities and food parcels.

REPORT OF THE TRUSTEES (Cont'd)
FOR THE YEAR ENDED 31ST MARCH 2025

Recognising that a number of the young people served by the charity are young parents we extended our provision to set up a young parents support service with groupwork, and access to practical support.

On numerous occasions the workers and volunteers of the charity acted as an advocate for young people enabling successful referrals to other agencies. Specifically, we have worked in partnership with the Hastings Advice and Representation Centre (HARC) to offer sessions within XTRAX but also support young people with complex benefit claims or appeals in areas linked to health and disability. Through this service we were able to maximise young people's income from their benefit entitlements which would otherwise not be claimed.

Alongside this work we have enabled young people to receive grants from the Silver Lady Fund (resources to set up home) and the Magdalen and Lasher Charity.

We know that not all young people will attend the centre-based drop-in sessions or advice provision, and we have continued our regular street outreach programme. Here a team of trained youth workers contact young people wherever they are and offer them support and access to our services.

During the year 29 outreach sessions were conducted in the Town Centres, along the seafront, in parks and open spaces and other areas where young people congregate.

The past year partnership work with Hastings Commons has been a success with the use of their facilities and shared staffing. Outreach work has yielded new contacts at the drop-in session and 1:1 appointments. Developments in employability with young people getting closer to the job market with employment experiences that are paid. References for the young people, improved confidence and enhanced CVs. An uplift in employability related work with young people has been noted. We achieved positive outcomes during the year for 27 young people.

During the financial year, the charity continued to benefit from the second year of 3-year funding secured from UK Youth and The Tudor Trust. We were successful in securing new grant funding from Sussex Community Foundation Trust and Ernest Kleinwort. In addition, The Blagrove Trust continued their financial support to the charity, assisting us in our continued work providing advice, advocacy, and practical support to the most marginalised young people in Hastings.

We pride ourselves on being a charity who listen and respond to young people and provide opportunities for them to influence the services we offer is important to us

Future plans

During the next period, as well as delivering our core service, we envisage that we will be moving into premises which have been created for us as part of the Youth Infrastructure Fund initiative at Eagle House and recruit other trustees, donors and stakeholders to support our work.

REPORT OF THE TRUSTEES (Cont'd)
FOR THE YEAR ENDED 31ST MARCH 2025

Financial review

Total income for the year was £121,868 (2024: £171,141). Total expenditure was £117,579 (2024: £142,104). At the year-end there were unrestricted funds of £39,564 (2024: £41,942) and restricted funds of £19,950 (2024: £13,283).

The charity's policy on reserves

At the balance sheet date on 31st March 2025, Xtrax had net assets of £59,514 (2024: £55,225). The total operating costs for the Centre for the year amounted to £117,579 (2024: £142,104) and overall total reserves was £59,514 (2024: £55,225). Therefore, the level of reserves on 31st March 2025 represented approximately 6 months funding for running costs.

Risk Assessment

The trustees have identified and reviewed the risks both financial and non-financial to which Xtrax might be exposed. They have taken steps to mitigate the impact of such risks.

Responsibilities of the Trustees

The Trustees are responsible for preparing financial statements in accordance with applicable law and United Kingdom generally Accepted Accounting Practice.

Under Charity law the trustees are required to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year (unless the charity is entitled to prepare accounts on the alternative receipts and payments basis). In preparing those financial statements the Trustees are required to:

- a) Select suitable accounting policies and apply them consistently.
- b) Make judgements and estimates that are reasonable and prudent.
- c) State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements.
- d) Prepare the financial statement on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enables the Trustees to ascertain the financial position of the charity and to ensure that the financial statement comply with the Charities Act 2011, the Charity (Accounts and Reports) regulations 2008 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.

This report was approved by the Trustees on 25th September 2025 and signed on its behalf by:

Sue Manwaring

Sue Manwaring (Sep 28, 2025 13:56:43 GMT+1)

S. Manwaring - Chair (Trustee)

D Kitson

D Kitson (Oct 7, 2025 09:57:19 GMT+1)

D. Kitson (Trustee)

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF XTRAX (HASTINGS AND ROTHER)
FOR THE YEAR ENDED 31ST MARCH 2025**

I report to the charity trustees on my examination of the accounts of Xtrax (Hastings and Rother) for the year ended 31st March 2025.

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with 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 seeking explanations from the trustees concerning any 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 my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act 2011; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Lorraine Brown

L. Brown
Blue Ridge Accounting Services Ltd
The Old Court House
North Trade Road
Battle
East Sussex TN33 0EX

Dated: 08/10/2025

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2025**

	Note	Restricted funds 2025 £	Unrestricted funds 2025 £	Total Funds 2025 £	Total Funds 2024 £
INCOMING RESOURCES					
Incoming resources from generated funds:					
Donations, legacies and grants:					
Grants and donations	2	10,215	75,260	85,475	138,317
Fundraising		-	-	-	684
		10,215	75,260	85,475	139,001
Other incoming resources	3	-	36,393	36,393	32,140
Total incoming resources		10,215	111,653	121,868	171,141
RESOURCES EXPENDED					
Charitable activities:					
Support costs for grants and activities	4	3,548	112,194	115,742	137,661
Governance costs	5	-	1,837	1,837	4,443
Total resources expended		3,548	114,030	117,579	142,104
NET INCOME/(EXPENDITURE) FOR THE YEAR		6,667	(2,378)	4,289	29,037
RECONCILIATION OF FUNDS					
Net movement in funds		6,667	(2,378)	4,289	29,037
Total funds brought forward		13,283	41,942	55,225	26,188
TOTAL FUNDS CARRIED FORWARD		19,950	39,564	59,514	55,225

BALANCE SHEET
AT 31ST MARCH 2025

	Note	Total Funds 2025	Total Funds 2024
Fixed Assets			
Tangible assets		-	-
Current Assets			
Debtors	10	272	-
Cash at bank and in hand		73,467	56,239
		73,739	56,239
Creditors			
Amounts falling due within one year	11	(14,225)	(1,014)
Net Current Assets		59,514	55,225
Net Assets		59,514	55,225
Represented by:			
Restricted funds		19,950	13,283
Unrestricted funds		39,564	41,942
Total Funds		59,514	55,225

These financial statements were approved by the Board of Trustees on 25th September 2025 and signed on its behalf by:

Sue Manwaring

[Sue Manwaring \(Sep 28, 2025 13:56:43 GMT+1\)](#)

S. Manwaring - Chair (Trustee)

D Kitson

[D Kitson \(Oct 7, 2025 09:57:19 GMT+1\)](#)

D. Kitson (Trustee)

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2025**

1. Accounting Policies

Basis of accounting

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value, unless otherwise stated in the relevant notes, in accordance with the Charities Act 2011; Charities SORP 'Accounting and Reporting by Charities: Statement of Recommended Practice, and UK Financial Reporting Standard applicable to charities effective 1 January 2019 and the Companies Act 2006.

Income

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

No amounts are included in the financial statements for services donated by volunteers.

Expenditure and liabilities

- Expenditure is recognised on an accruals basis and has been included under expense categories that aggregate all costs for allocation of activities. Where costs cannot be directly attributed to particular activities, they have been allocated on a basis consistent with the use of the resources.
- The charity is not registered for VAT; thus, all costs are shown inclusive of VAT charged.
- Liabilities are recognised as soon as there is a legal or constructive obligation to pay out resources.
- Governance costs include the costs of preparation and examination of the statutory accounts, the cost of trustee meetings and the cost of any legal advice on governance or constitutional matters.
- Grants offered subject to conditions which have not been met at the year-end date are noted as a commitment but not accrued as expenditure.

Tangible assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life, based on standard rates used in the sector.

Fixtures, fittings and equipment	-	3 years
Computer equipment	-	3 years

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund.

NOTES TO THE ACCOUNTS (Cont'd)
FOR THE YEAR ENDED 31ST MARCH 2025

Debtors

Debtors are recognised at the settlement amount due.
Prepayments are valued at the amount prepaid.

Cash at bank and in hand

Cash at bank and in hand includes small amounts of cash, and bank deposits repayable on demand in both current and deposit accounts.

Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in a transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount, usually the invoice amount.

Accrued amounts are normally valued at their settlement amount.

NOTES TO THE ACCOUNTS (Cont'd)
FOR THE YEAR ENDED 31ST MARCH 2025

2. Grants, Legacies & Donations

Note	Restricted funds 2025 £	Unrestricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
	10,215	75,260	85,475	139,001
Grants and donations including the following:				
Blagrove Trust		12,000	12,000	13,900
National Lottery Community Fund for IT costs			-	-
National Lottery Community Fund			-	60,000
Ernest Kleinwort			-	-
Children in Need			-	-
Foreshore Trust			-	160
Sussex Community Foundation	10,000	5,000	15,000	-
Silver Lady Trust	215		215	2,500
The Albert Hunt Trust			-	4,000
SCDA			-	500
Trusthouse			-	-
Tudor Trust		35,000	35,000	37,000
UK Youth Fund		15,000	15,000	15,000
Gift Aid		825	825	1,031
Fundraising			-	684
Donations:				
Galbraith CS (Green Insurance)			-	889
William Shadwell Charity		250	250	-
Hastings Charitable Institutions Trust		944	944	-
The Frances & Eric Ford Charity Trust		1,000	1,000	-
Martyn Hyland funeral donations			-	2,019
Hastings Methodist Church			-	100
Sundry donations		5,240	5,240	1,218
	10,215	75,260	85,475	139,001

NOTES TO THE ACCOUNTS (Cont'd)
FOR THE YEAR ENDED 31ST MARCH 2025

3. Other incoming resources

	Restricted funds 2025 £	Unrestricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Misc. income	-	395	395	4,484
Management support income	-	12,404	12,404	13,200
Premises sessional hire income	-	23,594	23,594	14,456
	-	36,393	36,393	32,140

CHARITABLE ACTIVITIES COSTS:

4. Support Costs for grants and activities

	Restricted funds 2025 £	Unrestricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Staff costs	2,482	68,808	71,291	95,740
Rent	851	27,803	28,654	28,654
Rates		2,179	2,179	49
Water rates			-	0
Light & heat		445	445	(25)
Waste disposal & cleaning		188	188	114
Telephone and internet		803	803	1,049
Equipment	215	575	790	1,207
Insurance		3,130	3,130	3,358
Travel/parking expenses		631	631	312
Printing, postage & stationery		302	302	564
Advertising/publicity/events/recruitment		1,425	1,425	2,322
Refurbishment / Repairs & maintenance		1,096	1,096	407
Office expenses/general admin.		235	235	644
Satellite TV and licence		131	131	164
IT equipment costs		792	792	454
Professional Services/Accountancy		1,837	1,837	4,443
DBS charges		26	26	153
Bank charges		149	149	128
Subscriptions/licences		1,037	1,037	1,036
Sundry expenses			-	10
Training/Volunteer/Welfare expenses		1,001	1,001	194
Project costs/yp activities		1,437	1,437	1,129
	3,548	114,030	117,579	142,104

**NOTES TO THE ACCOUNTS (Cont'd)
FOR THE YEAR ENDED 31ST MARCH 2025**

5. Governance Costs

	2025	2024
	£	£
Legal fees	1,242	3,848
Accountancy fees	-	-
Independent Examiners fee	595	595
	<u>1,837</u>	<u>4,443</u>

6. Support Costs for grants and activities

Staff costs and numbers

Staff costs were as follows:

	2025	2024
	£	£
Wages and salaries	70,527	94,275
Employer's National Insurance	302	427
Pension costs	462	1,038
	<u>71,291</u>	<u>95,740</u>

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

	2025	2024
Project Worker, Management and Administration	<u>6</u>	<u>7</u>

No employee received remuneration amounting to more than £60,000 in either year

7. Trustees' remuneration, expenses and benefits

During the year ended 31st March 2025, no trustee undertook paid work and only expenses incurred during the ordinary course of the charity's activities were reimbursed to trustees in the amounts of £290 to S. Manwaring and £405 to D. Kitson.

8. Previous period comparison

The financial year end of the charity is 31st March 2025. The previous period's figures have been included for comparison.

9. Related party disclosures

There were no related party transactions for the year ended 31st March 2025.

10. Debtors and prepayments

	2025	2024
	£	£
Debtors	272	-
Prepayments	-	-
	<u>272</u>	<u>-</u>

NOTES TO THE ACCOUNTS (Cont'd)
FOR THE YEAR ENDED 31ST MARCH 2025

11. Creditors: amounts falling due within one year

	2025	2024
	£	£
Trade creditors	170	97
HMRC PAYE Liabilities	1,089	852
NEST Pension Liabilities	104	65
Accruals	418	-
Deferred income	12,443	-
	14,225	1,014

12. Movement in funds

	At 1/4/24 £	Net Movement in funds £	At 31/3/25 £
Unrestricted funds			
General fund	41,942	(2,378)	39,564
Total Funds	41,942	(2,378)	39,564

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

	Incoming Resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	111,653	(114,030)	(2,378)
Total Funds	111,653	(114,030)	(2,378)

13. Leasing Agreements

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2025	2024
	£	£
Within one year	13,750	13,750
Between one and five years	23,130	36,880
	36,880	50,630

The lease on 23 Priory Street was signed on 6th December 2017. It is for the period of 10 years from that date. The rent review date was due and exercised on 6th December 2022, when the rent was increased by £1,000 from £12,750 per annum to £13,750 per annum. No further rent reviews are due until the lease expires on 5th December 2027.

XTRAX (HASTINGS AND ROTHER)

England & Wales - Charity number 1174692

Accounts



Xtrax (Hastings and Rother)

Charitable Incorporated Organisation

Registered Charity Number: 1174692

Trustees' Annual Report and Financial Statements

For the year ended

31st March 2024

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FOR YEAR ENDED 31ST MARCH 2024

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**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2024**

The trustees of Xtrax (Hastings and Rother) present its annual report and financial statements for the year ended 31st March 2024.

CHARITY INFORMATION

Name of Charity:	Xtrax (Hastings and Rother)
Other Names by which the charity is known:	Xtrax
Principal Address:	Rose Cottage, 7 Gotham Alley, Hastings, TN34 1HB
Registered Charity Number:	1174692
Governing Document:	CIO – Foundation Registered at Charity Commission on 18 Sep 2017, Amended on 23 Oct 2018
Trustees:	Sue Manwaring, Chair (elected 15/04/2018) Nigel Jenner (elected 24/06/2020) Larna Pantrey-Mayer (resigned 22/12/2023) Donovan Kitson (elected 13/07/2023)
Bankers:	Lloyds Bank, Hastings Branch, 17 Wellington Place, Hastings, East Sussex, TN34 1NX
Independent Examiner:	Lorraine Brown Blue Ridge Accounting Services Ltd The Old Court House North Trade Road Battle East Sussex TN33 0EX

REPORT OF THE TRUSTEES (Cont'd) FOR THE YEAR ENDED 31ST MARCH 2024

The trustees of Xtrax (Hastings and Rother) present its annual report and financial statements for the year ended 31st March 2024.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is constituted and operates under the rules of its constitution adopted and accepted onto the register of charities as a Charitable Incorporated Organisation on the 18th September 2017, amended 23rd October 2018.

The charity is managed by an executive committee (the trustees) which meets on a monthly basis to consider such matters as funding and staffing as the overall direction of the project. The day to day running of the project is delegated to a staff team.

The methods adopted for the recruitment and appointment of new trustees is laid down in the constitution.

Objectives

To act as a resource for young people up to the age of 24 living in the Hastings and Rother area by providing advice and assistance and organising programmes of physical, educational and other activities as a means of: -

- a) advancing in life and helping young people by developing their skills, capacities and capabilities to enable them to participate in society as independent, mature and responsible individuals.
- b) advancing education.
- c) relieving unemployment.
- d) providing recreational and leisure time activity in the interests of social welfare for people living in the area of benefit who have need by reason of their youth, age, infirmity or disability, poverty or social and economic circumstances with a view to improving the conditions of life of such persons.

Public benefit statement

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

Summary of the main activities and achievements undertaken for the public benefit

In accordance with its charitable aims and to further public benefit XTRAX undertook the following activity during the reporting period:

In the last year the Charity continued to benefit from the final grant of 3-year funding secured from The Community Fund (Lottery). In addition, we were successful in securing continuation funding from the Blagrave Trust, assisting us in our continued work providing advice, advocacy and practical support to the most marginalised young people in Hastings. We were fortunate to be awarded new 3 year funding from Tudor Trust and the UK Youth Fund.

We were also grateful for funding from SCDA, The Albert Hunt Trust and The Silver Lady Fund.

REPORT OF THE TRUSTEES (Cont'd) FOR THE YEAR ENDED 31ST MARCH 2024

Additionally, we continue to work on an updated, more accessible website which will provide visitors with access to useful information guides and the ability to book 1:1 appointments with an adviser, via an online portal.

We continued to build on the work we had started in the previous financial year, both strengthening current partnerships and creating new ones, thus nurturing our commitment to be a more 'joined up' service with our local partners and growing our provision.

We expanded on the project we initially started as part of our Outreach work during Lockdown, as a result of the Blagrove funding we received. We are continuing to support the young people involved in the Boyley Forever Skate Park project. The young people are now planning their next steps, which will include fundraising activities to raise further money needed to develop the site.

Recognising that some of the young people we work with are in relationships and having children we have worked to set up a programme through which young parents can acquire skills and support and access to other services.

At the beginning of the financial year, Xtrax continued to work in line with Government and National Youth Agency COVID guidelines, providing a blended provision of online and face to face support, advice, guidance and advocacy. Xtrax was able to provide young people support and guidance on a range of issues. The statistics were as follows:

We worked with **95** young people, conducting **479** appointments (an average of 5 sessions per young person). Support and guidance were provided on a range of issues including:

- **110** appointments were housing focused,
- **222** appointments were based around general advice and guidance, other issues,
- **9** young people were supported to access Food Parcels,
- **109** appointments were mental health and wellbeing focused,
- **29** young people provided with support were identified as being in a 'crisis situation'.

50 Drop-In sessions were held with **296** young people. We also provided a weekly support group to young parents and babies. We are looking to enhance and expand this provision during the next 12 months.

Our outreach team went into the community on **63** occasions engaging with **693** young people.

Young People were offered support by Xtrax in the year **1,130** times.

Future plans

Looking forward, Xtrax has plans to further enhance the website, making it more accessible in order to access current information and resources for both professionals and service users. Moreover, we will be

REPORT OF THE TRUSTEES (Cont'd)
FOR THE YEAR ENDED 31ST MARCH 2024

further embedding our new working model, making certain that our provision continues to not only serve the young people that rely on our service, but also ensure their voices are heard and influence the services and communities they live in.

Xtrax has been exploring a partnership arrangement with the Hastings Commons who are successful as part of the Government's Youth Investment Fund, creating a new super youth hub. We are negotiating with them on how the Xtrax offer of advice and support may play a role in this new provision and we have been asked to consider supporting their newly appointed youth manager given our experience in this area. This may mean the relocation of the Charity into new custom-built accommodation.

Financial review

Total income for the year was £171,141 (2023: £111,055). Total expenditure was £142,104 (2023: £133,525). At the year-end there were unrestricted funds of £41,942 (2023: £3,411), and restricted funds of £13,283 (2023: £22,777).

The charity's policy on reserves

At the balance sheet date at 31st March 2024 Xtrax had net assets of £55,225 (2023: £26,188). The total operating costs for the Centre for the year amounted to £142,104 (2023: £133,525). Therefore, the level of reserves at 31st March 2024 represented approximately 4 months funding for running costs.

The project remains dependent on relatively short-term funding for its operations. In the Trustees opinion, reserves should represent a minimum of 6 month's funding to enable the project sufficient time to seek alternative sources of funding if the current sources cease to be available. Therefore, the charity will continue to seek opportunities to build up its reserves to this ideal level.

Risk Assessment

The trustees have identified and reviewed the risks both financial and non-financial to which Xtrax might be exposed. They have taken steps to mitigate the impact of such risks.

Responsibilities of the Trustees

The Trustees are responsible for preparing financial statements in accordance with applicable law and United Kingdom generally Accepted Accounting Practice.

Under Charity law the trustees are required to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year (unless the charity is entitled to prepare accounts on the alternative receipts and payments basis). In preparing those financial statements the Trustees are required to:

- a) Select suitable accounting policies and apply them consistently.
- b) Make judgements and estimates that are reasonable and prudent.
- c) State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements.

REPORT OF THE TRUSTEES (Cont'd)
FOR THE YEAR ENDED 31ST MARCH 2024

- d) Prepare the financial statement on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enables the Trustees to ascertain the financial position of the charity and to ensure that the financial statement comply with the Charities Act 2011, the Charity (Accounts and Reports) regulations 2008 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.

This report was approved by the Board of Trustees on 8th August 2024 and signed on its behalf by:

Sue Manwaring
Signed: [Sue Manwaring \(Aug 22, 2024 19:17 GMT+1\)](#)
Sue Manwaring – Chair/Trustee

Donovan Kitson
Signed: [Donovan Kitson \(Sep 2, 2024 14:23 GMT+1\)](#)
Donovan Kitson - Trustee

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF XTRAX (HASTINGS AND ROTHER)
FOR THE YEAR ENDED 31ST MARCH 2024**

I report to the charity trustees on my examination of the accounts of Xtrax (Hastings and Rother) for the year ended 31st March 2024.

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with 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 seeking explanations from the trustees concerning any 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 my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act 2011; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: Lorraine Brown

Lorraine Brown
Blue Ridge Accounting Services Ltd
The Old Court House
North Trade Road
Battle
East Sussex TN33 0EX

Dated: 03 September 2024

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2024**

	Note	Restricted funds 2024 £	Unrestricted funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
INCOMING RESOURCES					
Incoming resources from generated funds:					
Donations, legacies and grants:					
Grants and donations		60,160	78,157	138,317	105,424
Fundraising		-	684	684	-
	2	60,160	78,841	139,001	105,424
Other incoming resources	3	-	32,140	32,140	5,631
Total incoming resources		60,160	110,981	171,141	111,055
RESOURCES EXPENDED					
Charitable activities:					
Support costs for grants and activities	4	68,221	69,440	137,661	130,571
Governance costs	5	1,433	3,010	4,443	2,954
Total resources expended		69,654	72,450	142,104	133,525
NET INCOME/(EXPENDITURE) FOR THE YEAR		(9,494)	38,531	29,037	(22,470)
RECONCILIATION OF FUNDS					
Net movement in funds		(9,494)	38,531	29,037	(22,470)
Total funds brought forward		22,777	3,411	26,188	48,658
TOTAL FUNDS CARRIED FORWARD		13,283	41,942	55,225	26,188

BALANCE SHEET
AT 31ST MARCH 2024

	Note	Total Funds 2024	Total Funds 2023
Fixed Assets			
Tangible assets		-	-
Current Assets			
Debtors		-	1,242
Cash at bank and in hand		56,239	33,394
		56,239	34,636
Creditors			
Amounts falling due within one year	11	(1,014)	(8,448)
Net Current Assets		55,225	26,188
Net Assets		55,225	26,188
Represented by:			
Restricted funds		13,283	22,777
Unrestricted funds		41,942	3,411
Total Funds		55,225	26,188

The financial statements were approved by the Board of trustees on 8th August 2024 and signed on its behalf by:

Signed: Sue Manwaring
Sue Manwaring – Chair/Trustee

Signed: Donovan Kitson
Donovan Kitson - Trustee

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2024**

1. Accounting Policies

Basis of accounting

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value, unless otherwise stated in the relevant notes, in accordance with the Charities Act 2011; Charities SORP 'Accounting and Reporting by Charities: Statement of Recommended Practice, and UK Financial Reporting Standard applicable to charities effective 1 January 2019 and the Companies Act 2006.

Income

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

No amounts are included in the financial statements for services donated by volunteers.

Expenditure and liabilities

- Expenditure is recognised on an accruals basis and has been included under expense categories that aggregate all costs for allocation of activities. Where costs cannot be directly attributed to particular activities, they have been allocated on a basis consistent with the use of the resources.
- The charity is not registered for VAT; thus, all costs are shown inclusive of VAT charged.
- Liabilities are recognised as soon as there is a legal or constructive obligation to pay out resources.
- Governance costs include the costs of preparation and examination of the statutory accounts, the cost of trustee meetings and the cost of any legal advice on governance or constitutional matters.
- Grants offered subject to conditions which have not been met at the year-end date are noted as a commitment but not accrued as expenditure.

Tangible assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life, based on standard rates used in the sector.

Fixtures, fittings and equipment	-	3 years
Computer equipment	-	3 years

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund.

NOTES TO THE ACCOUNTS (Cont'd)
FOR THE YEAR ENDED 31ST MARCH 2024

Debtors

Debtors are recognised at the settlement amount due.
Prepayments are valued at the amount prepaid.

Cash at bank and in hand

Cash at bank and in hand includes small amounts of cash, and bank deposits repayable on demand in both current and deposit accounts.

Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in a transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount, usually the invoice amount.

Accrued amounts are normally valued at their settlement amount.

NOTES TO THE ACCOUNTS (Cont'd)
FOR THE YEAR ENDED 31ST MARCH 2024

2. Grants, Legacies & Donations

	Restricted funds 2024 £	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Note	60,160	78,841	139,001	105,424
Grants and donations including the following:				
Belgrave Trust		13,900	13,900	12,000
National Lottery Community Fund for IT costs				-
National Lottery Community Fund	60,000		60,000	60,000
Ernest Kleinwort				3,000
Children in Need				10,487
Foreshore Trust	160		160	1,440
Sussex Community Foundation				10,000
Silver Lady Trust		2,500	2,500	-
The Albert Hunt Trust		4,000	4,000	-
SCDA		500	500	
Trusthouse				-
Tudor Trust		37,000	37,000	-
UK Youth Fund		15,000	15,000	
Gift Aid		1,031	1,031	-
Fundraising		684	684	-
Donations:				
Galbraith CS (Green Insurance)		889	889	793
Anjoli Stewart Charitable Trust				1,500
Hastings Charitable Institutions Trust				808
Silver Lady Trust				500
Priscilla Ann-Ryan's estate				2,585
Martyn Hyland Memorial Fund		2,019	2,019	170
Hollington Church in the Wood				500
Hastings Methodist Church		100	100	
Sundry donations		1,218	1,218	1,641
	60,160	78,841	139,001	105,424

NOTES TO THE ACCOUNTS (Cont'd)
FOR THE YEAR ENDED 31ST MARCH 2024

3. Other incoming resources

	Restricted funds 2024	Unrestricted funds 2024	Total funds 2024	Total funds 2023
	£	£	£	£
Misc. income	-	4,484	4,484	609
Management support income	-	13,200	13,200	-
Rental income	-	14,456	14,456	5,023
	-	32,140	32,140	5,631

CHARITABLE ACTIVITIES COSTS:

4. Support Costs for grants and activities

	Restricted funds 2024	Unrestricted funds 2024	Total funds 2024	Total funds 2023
	£	£	£	£
Staff costs	49,936	45,804	95,740	97,984
Rent	11,757	16,897	28,654	13,299
Rates	49	0	49	1,047
Water rates	0	0	0	156
Light & heat	0	(25)	(25)	2,792
Waste disposal & cleaning	114	0	114	524
Telephone and internet	618	431	1,049	3,525
Equipment	0	1,207	1,207	400
Insurance	909	2,449	3,358	1,543
Travel/parking expenses	303	9	312	236
Printing, postage & stationery	564	0	564	865
Advertising & recruitment	1,605	717	2,322	883
Refurbishment / Repairs & maintenance	407	0	407	
Office expenses/general admin.	323	321	644	362
Satellite TV and licence	164	0	164	164
IT costs	193	260	454	1,465
Professional Services/Accountancy	1,433	3,010	4,443	2,954
DBS charges	0	153	153	228
Bank charges	0	128	128	133
Subscriptions/licences	151	884	1,036	2,945
Sundry expenses	0	10	10	77
Training/Volunteer/Welfare expenses	184	0	194	812
Project costs/activities	933	195	1,129	1,131
	69,654	72,450	142,104	133,525

NOTES TO THE ACCOUNTS (Cont'd)
FOR THE YEAR ENDED 31ST MARCH 2024

5. Governance Costs

	2024	2023
	£	£
Legal fees	3,848	2,079
Accountancy fees	-	-
Independent Examiners fee	595	875
	<u>4,443</u>	<u>2,954</u>

6. Support Costs for grants and activities

Staff costs and numbers

Staff costs were as follows:

	2024	2023
	£	£
Wages and salaries	94,275	96,018
Payroll bureau	-	697
Employer's National Insurance	427	
Pension costs	1,038	1,269
	<u>95,740</u>	<u>97,984</u>

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

	2024	2023
Project Worker, Management and Administration	<u>7</u>	<u>9</u>

No employee received remuneration amounting to more than £60,000 in either year

7. Trustees' remuneration, expenses and benefits

During the year ended 31st March 2024, no trustee undertook paid work and only expenses incurred during the ordinary course of the charity's activities were reimbursed.

8. Previous period comparison

The financial year end of the charity is 31st March 2024. The previous period's figures have been included for comparison.

9. Related party disclosures

There were no related party transactions for the year ended 31st March 2024.

10. Debtors and prepayments

	2024	2023
	£	£
Prepayments	-	1,242

NOTES TO THE ACCOUNTS (Cont'd)
FOR THE YEAR ENDED 31ST MARCH 2024

11. Creditors: amounts falling due within one year

	2024	2023
	<u>£</u>	<u>£</u>
Trade creditors	97	2,705
HMRC PAYE Liabilities	852	1,452
NEST Pension Liabilities	65	242
Accruals	-	2,849
Deferred income	-	1,200
	<u>1,014</u>	<u>8,448</u>

12. Movement in funds

	At 1/4/23 £	Net Movement in funds £	At 31/3/24 £
Unrestricted funds			
General fund	3,411	38,531	41,942
Total Funds	<u>3,411</u>	<u>38,531</u>	<u>41,942</u>

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

	Incoming Resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	110,981	-72,450	38,531
Total Funds	<u>110,981</u>	<u>-72,450</u>	<u>38,531</u>

13. Leasing Agreements

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2024	2023
	<u>£</u>	<u>£</u>
Within one year	13,750	13,299
Between one and five years	36,880	50,630
	<u>50,630</u>	<u>63,929</u>

The lease of 23 Priory Street was signed on 6th December 2017. It is for the period of 10 years from that date. The rent review date was due and exercised on 6th December 2022, when the rent was increased by £1,000 from £12,750 per annum to £13,750 per annum. No further rent reviews are due until the lease expires on 6th December 2027.

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XTRAX (HASTINGS AND ROTHER)

England & Wales - Charity number 1174692

Accounts



Xtrax (Hastings and Rother)

Registered Charity Number: 1174692

**Trustees Annual Report and
Financial Statements**

For the year ended

31st March 2023

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FOR YEAR ENDED 31ST MARCH 2023

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**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2023**

The trustees of Xtrax (Hastings and Rother) present its annual report and financial statements for the year ended 31st March 2023.

CHARITY INFORMATION

Name of Charity:	Xtrax (Hastings and Rother)
Other Names by which the charity is known:	Xtrax
Principal Address:	Eagle House, 27-29 Cambridge Road, Hastings, TN34 1DJ
Registered Charity Number:	1174692
Governing Document:	CIO – Foundation Registered at Charity Commission on 18 Sep 2017, Amended on 23 Oct 2018
Trustees:	Sue Manwaring, Chair (elected 15/04/2018) Nigel Jenner (elected 24/06/2020) Larna Pantrey-Mayer (elected 01/04/2022) Sue Herriott (resigned 30/09/2022) Donovan Kitson (elected 13/07/2023)
Bankers:	Lloyds Bank, Hastings Branch, 17 Wellington Place, Hastings, East Sussex, TN34 1NX
Independent Examiner:	Lorraine Brown Blue Ridge Accounting Services Ltd The Old Court House North Trade Road Battle East Sussex TN33 0EX

REPORT OF THE TRUSTEES (Cont'd) FOR THE YEAR ENDED 31ST MARCH 2023

The trustees of Xtrax (Hastings and Rother) present its annual report and financial statements for the year ended 31st March 2023.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is constituted and operates under the rules of its constitution adopted and accepted onto the register of charities as a Charitable Incorporated Organisation on the 18th September 2017, amended 23rd October 2018.

The charity is managed by an executive committee (the trustees) which meets on a monthly basis to consider such matters as funding and staffing as the overall direction of the project. The day to day running of the project is delegated to a staff team.

The methods adopted for the recruitment and appointment of new trustees is laid down in the constitution.

Objectives

To act as a resource for young people up to the age of 24 living in the Hastings and Rother area by providing advice and assistance and organising programmes of physical, educational and other activities as a means of: -

- a) advancing in life and helping young people by developing their skills, capacities and capabilities to enable them to participate in society as independent, mature and responsible individuals.
- b) advancing education.
- c) relieving unemployment.
- d) providing recreational and leisure time activity in the interests of social welfare for people living in the area of benefit who have need by reason of their youth, age, infirmity or disability, poverty or social and economic circumstances with a view to improving the conditions of life of such persons.

Public benefit statement

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

Summary of the main activities and achievements undertaken for the public benefit

In accordance with its charitable aims and to further public benefit XTRAX undertook the following activity during the reporting period:

In the last year the Charity continued to benefit from the 3-year funding secured in the previous financial year from the National Lottery and Children in Need. In addition, we were successful in securing continuation funding from the Blagrove Trust, assisting us in our continued work providing advice, advocacy and practical support to the most marginalised young people in Hastings. Additionally, we have been working on an updated, more accessible website which will provide visitors with access to useful information guides and the ability to book 1:1 appointments with an adviser, via an online portal.

We were also grateful for new funding from Foreshore Trust, Ernest Kleinwort and Sussex Community Foundation.

REPORT OF THE TRUSTEES (Cont'd) FOR THE YEAR ENDED 31ST MARCH 2023

We continued to build on the work we had started in the previous financial year, both strengthening current partnerships and creating new ones, thus nurturing our commitment to be a more 'joined up' service with our local partners and growing our provision.

We expanded on the project we initially started as part of our Outreach work during Lockdown, as a result of the Blagrove funding we received. We are continuing to support the young people involved in the Boyley Forever Skate Park project. The work continues and the young people are now planning their next steps, which will include fundraising activities to raise further money needed to develop the site.

At the beginning of the financial year, Xtrax continued to work in line with Government and National Youth Agency COVID guidelines, providing a blended provision of online and face to face support, advice, guidance and advocacy. Xtrax was able to provide young people support and guidance on a range of issues. The statistics were as follows:

49 Drop in sessions were held with **55** young people making a total of **269** visits.

426 face-to-face appointments with **205** young people, offering support and guidance on a range of issues including:

- **111** appointments were housing focused.
- **29** young people were supported to access Food Parcels.
- **157** appointments were mental health and wellbeing focused.
- **26** young people provided with support were identified as being in a 'crisis situation'.

Our Outreach team went into the community on **85** occasions engaging with **640** young people.

900 Young People were offered support by Xtrax in the year 2022 to 2023.

Over **2,000** hours of face-to-face information, advice, guidance and support was provided to the young people of Hastings and Rother in the year.

Future plans

Looking forward, Xtrax has plans to further enhance the website, making it more accessible in order to access current information and resources for both professionals and service users. Moreover, we will be further embedding our new working model, making certain that our provision continues to not only serve the young people that rely on our service, but also ensure their voices are heard and influence the services and communities they live in.

The charity relocated to new premises and are currently working alongside another organisation as part of a youth infrastructure fund initiative to build new services for young people.

**REPORT OF THE TRUSTEES (Cont'd)
FOR THE YEAR ENDED 31ST MARCH 2023**

Financial review

Total income for the year was £111,055 (2022: £146,509). Total expenditure was £133,525 (2022: £127,154). At the year-end there were unrestricted funds of £3,412 (2022: £33,810), and restricted funds of £22,777 (2022: £14,848).

The charity's policy on reserves

At the balance sheet date at 31st March 2023 Xtrax had net assets of £26,188 (2022: £48,658). The running costs for the Centre for the year amounted to £133,525. Therefore, the level of reserves at 31st March 2023 represented approximately 2 months funding for running costs.

The project remains dependent on relatively short-term funding for its operations. In the Trustees opinion, reserves should represent a minimum of 6 month's funding to enable the project sufficient time to seek alternative sources of funding if the current sources cease to be available. Therefore, the charity will continue to seek opportunities to build up its reserves to this ideal level.

Risk Assessment

The trustees have identified and reviewed the risks both financial and non-financial to which Xtrax might be exposed. They have taken steps to mitigate the impact of such risks.

Responsibilities of the Trustees

The Trustees are responsible for preparing financial statements in accordance with applicable law and United Kingdom generally Accepted Accounting Practice.

Under Charity law the trustees are required to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year (unless the charity is entitled to prepare accounts on the alternative receipts and payments basis). In preparing those financial statements the Trustees are required to:

- a) Select suitable accounting policies and apply them consistently.
- b) Make judgements and estimates that are reasonable and prudent.
- c) State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements.
- d) Prepare the financial statement on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enables the Trustees to ascertain the financial position of the charity and to ensure that the financial statement comply with the Charities Act 2011, the Charity (Accounts and Reports) regulations 2008 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.

REPORT OF THE TRUSTEES (Cont'd)
FOR THE YEAR ENDED 31ST MARCH 2023

This report was approved by the Trustees on 18/12/2023

And signed on its behalf by:

Sue Manwaring
Sue Manwaring (Jan 4, 2024 16:50 GMT)

Sue Manwaring – Chair/Trustee

Nigel Jenner
Nigel Jenner (Dec 30, 2023 11:03 GMT)

Nigel Jenner - Trustee

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF XTRAX (HASTINGS AND ROTHER)
FOR THE YEAR ENDED 31ST MARCH 2023**

I report to the charity trustees on my examination of the accounts of Xtrax (Hastings and Rother) for the year ended 31st March 2023.

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with 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 seeking explanations from the trustees concerning any 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 my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act 2011; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: Lorraine Brown
Lorraine Brown
Blue Ridge Accounting Services Ltd
The Old Court House
North Trade Road
Battle
East Sussex TN33 0EX

Dated: 05/01/2024

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2023**

	Note	Restricted funds 2023 £	Unrestricted funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
INCOMING RESOURCES					
Incoming resources from generated funds:					
Donations, legacies and grants:					
Grants and donations		84,927	20,497	105,424	143,472
Fundraising		-	-	-	633
	2	84,927	20,497	105,424	144,105
Other incoming resources	3	-	5,631	5,631	2,404
Total incoming resources		84,927	26,128	111,055	146,509
RESOURCES EXPENDED					
Charitable activities:					
Support costs for grants and activities	4	76,998	53,852	130,850	125,962
Governance costs	5	-	2,675	2,675	1,192
Total resources expended		76,998	56,527	133,525	127,154
NET INCOME/(EXPENDITURE) FOR THE YEAR		7,929	(30,398)	(22,470)	19,355
RECONCILIATION OF FUNDS					
Net movement in funds		7,929	(30,398)	(22,470)	19,355
Total funds brought forward		14,848	33,810	48,658	29,303
TOTAL FUNDS CARRIED FORWARD		22,777	3,412	26,188	48,658

BALANCE SHEET
AT 31ST MARCH 2023

	Note	Restricted Funds	Unrestricted Funds	Total Funds 2023	Total Funds 2022
Fixed Assets					
Tangible assets		-	-	-	-
Current Assets					
Debtors	9	-	1,242	1,242	-
Cash at bank and in hand		23,519	9,875	33,394	48,658
		23,519	11,117	34,636	48,658
Creditors					
Amounts falling due within one year	10	(2,367)	(6,081)	(8,448)	-
Net Current Assets		21,152	5,036	26,188	48,658
Net Assets		21,152	5,036	26,188	48,658
Represented by:					
Restricted funds				21,152	14,848
Unrestricted funds				5,036	33,810
Total Funds				26,188	48,658

The financial statements were approved by the trustees on 18/12/2023
and signed on its behalf by:

Sue Manwaring
Sue Manwaring (Jan 4, 2024 16:50 GMT)
Sue Manwaring – Chair/Trustee

Nigel Jenner
Nigel Jenner (Dec 30, 2023 11:03 GMT)
Nigel Jenner – Trustee

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2023**

1. Accounting Policies

Basis of accounting

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value, unless otherwise stated in the relevant notes, in accordance with the Charities Act 2011; Charities SORP 'Accounting and Reporting by Charities: Statement of Recommended Practice, and UK Financial Reporting Standard applicable to charities effective 1 January 2019 and the Companies Act 2006.

Income

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

No amounts are included in the financial statements for services donated by volunteers.

Expenditure and liabilities

- Expenditure is recognised on an accruals basis and has been included under expense categories that aggregate all costs for allocation of activities. Where costs cannot be directly attributed to particular activities, they have been allocated on a basis consistent with the use of the resources.
- The charity is not registered for VAT; thus, all costs are shown inclusive of VAT charged.
- Liabilities are recognised as soon as there is a legal or constructive obligation to pay out resources.
- Governance costs include the costs of preparation and examination of the statutory accounts, the cost of trustee meetings and the cost of any legal advice on governance or constitutional matters.
- Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Tangible assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life, based on standard rates used in the sector.

Fixtures, fittings and equipment	-	3 years
Computer equipment	-	3 years

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund.

NOTES TO THE ACCOUNTS (Cont'd)
FOR THE YEAR ENDED 31ST MARCH 2023

Debtors

Debtors are recognised at the settlement amount due.

Prepayments are valued at the amount prepaid.

Cash at bank and in hand

Cash at bank and in hand includes small amounts of cash, and bank deposits repayable on demand in both current and deposit accounts.

Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in a transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount, usually the invoice amount.

Accrued amounts are normally valued at their settlement amount.

NOTES TO THE ACCOUNTS (Cont'd)
FOR THE YEAR ENDED 31ST MARCH 2023

2. Grants, Legacies & Donations

	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Note				
	84,927	20,497	105,424	144,105
Grants and donations including the following:				
Belgrave Trust		12,000	12,000	23,400
National Lottery Community Fund for IT costs			-	9,981
National Lottery Community Fund	60,000		60,000	60,000
Ernest Kleinwort	3,000		3,000	-
Children in Need	10,487		10,487	9,987
Foreshore Trust	1,440		1,440	-
Sussex Community Foundation	10,000		10,000	-
Silver Lady Trust			-	749
The Francis & Eric Ford Charity			-	500
Trusthouse			-	10,000
Tudor Trust			-	25,000
Gift Aid			-	416
Fundraising			-	633
Donations:				
Galbraith CS (Green Insurance)		793	793	-
Anjoli Stewart Charitable Trust		1,500	1,500	-
Hastings Charitable Institutions Trust		808	808	798
Silver Lady Trust		500	500	-
Priscilla Ann-Ryan's estate		2,585	2,585	-
Martyn Hyland funeral donations		170	170	-
Hollington Church in the Wood		500	500	-
Sundry donations		1,641	1,641	2,641
	84,927	20,497	105,424	144,105

**NOTES TO THE ACCOUNTS (Cont'd)
FOR THE YEAR ENDED 31ST MARCH 2023**

3. Other incoming resources

	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Misc. income	-	609	609	626
Rental income	-	5,023	5,023	1,778
	<u>0</u>	<u>5,631</u>	<u>5,631</u>	<u>2,404</u>

CHARITABLE ACTIVITIES COSTS:

4. Support Costs for grants and activities

	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Staff costs	60,564	37,420	97,984	78,370
Rent	7,402	5,897	13,299	12,977
Rates	802	244	1,047	964
Water rates		156	156	216
Light & heat	1,085	1,708	2,792	2,208
Waste disposal & cleaning	479	45	524	643
Telephone and internet	1,774	1,751	3,525	1,394
Equipment		400	400	402
Insurance	909	634	1,543	653
Travel/parking expenses	50	185	236	715
Printing, postage & stationery	438	428	865	696
Advertising & recruitment	358	525	883	879
Refurbishment / Repairs & maintenance				7,743
Office expenses/general admin.	362		362	1,657
Satellite TV and licence		164	164	164
IT costs		1,465	1,465	8,968
Events				1,466
Professional Services/Accountancy	279	2,675	2,954	1,192
DBS charges		228	228	275
Bank charges		133	133	194
Subscriptions/licences	1,123	1,823	2,945	1,606
Sundry expenses	13	64	77	248
Training/Volunteer/Welfare expenses	812		812	1,629
Project costs/activities	547	584	1,131	1,894
	<u>76,998</u>	<u>56,527</u>	<u>133,525</u>	<u>127,154</u>

**NOTES TO THE ACCOUNTS (Cont'd)
FOR THE YEAR ENDED 31ST MARCH 2023**

5. Governance Costs

	2023
	£
Legal fees	2,079
Accountancy fees	-
Independent Examination fees	875
Annual Return fee	13
	<u>2,967</u>

6. Support Costs for grants and activities

Staff costs and numbers

Staff costs were as follows:

	2023	2022
	£	£
Wages and salaries	96,018	76,041
Payroll bureau	697	344
Pension costs	1,269	1,986
	<u>97,984</u>	<u>78,370</u>

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

	2023	2022
Project Worker, Management and Administration	<u>9</u>	<u>9</u>

No employee received remuneration amounting to more than £60,000 in either year

7. Trustees' remuneration, expenses and benefits

Trustees received no remuneration, expenses, or benefits in this period.

8. Previous period comparison

The financial year end of the charity is 31st March 2023. The previous period's figures have been included for comparison.

9. Related party disclosures

There were no related party transactions for the year ended 31st March 2023.

**NOTES TO THE ACCOUNTS (Cont'd)
FOR THE YEAR ENDED 31ST MARCH 2023**

10. Debtors and prepayments

	2023	2022
	<u>£</u>	<u>£</u>
Prepayments	1,242	-

11. Creditors: amounts falling due within one year

	2023
	<u>£</u>
Trade creditors	2,705
HMRC PAYE Liabilities	1,452
NEST Pension Liabilities	242
Accruals	2,849
Deferred income	1,200
	<u>8,448</u>

12. Movement in funds

	At 1/4/22 £	Net Movement in funds £	At 31/3/23 £
Unrestricted funds			
General fund	<u>33,810</u>	<u>-30,398</u>	<u>3,412</u>
Total Funds	<u>33,810</u>	<u>-30,398</u>	<u>3,412</u>

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

	Incoming Resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	<u>26,128</u>	<u>-56,527</u>	<u>-30,398</u>
Total Funds	<u>26,128</u>	<u>-56,527</u>	<u>-30,398</u>

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XTRAX (HASTINGS AND ROTHER)

England & Wales - Charity number 1174692

Accounts



Xtrax (Hastings and Rother)

Registered Charity Number: 1174692

Trustees Annual Report and Financial Statements

For the year ended

31st March 2022

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FOR YEAR ENDED 31ST MARCH 2022

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**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2022**

The trustees of Xtrax (Hastings and Rother) present its annual report and financial statements for the year ended 31st March 2022.

CHARITY INFORMATION

Name of Charity:	Xtrax (Hastings and Rother)
Other Names by which the charity is known:	Xtrax
Principal Address:	23 Priory Street, Hastings, East Sussex TN34 1EA
Registered Charity Number:	1174692
Governing Document:	CIO – Foundation Registered at Charity Commission on 18 Sep 2017, Amended on 23 Oct 2018
Trustees:	Sue Manwaring, Chair (elected 15/04/2018) Nigel Jenner (elected 24/06/2020) Larna Pantry-Mayer (elected 01/04/2022) Sue Herriott (resigned 30/09/2022)
Bankers:	Lloyds Bank, Hastings Branch, 17 Wellington Place, Hastings, East Sussex, TN34 1NX
Independent Examiner:	Lorraine Brown Blue Ridge Accounting Services Ltd The Old Court House North Trade Road Battle East Sussex TN33 0EX

REPORT OF THE TRUSTEES (Cont'd) FOR THE YEAR ENDED 31ST MARCH 2022

The trustees of Xtrax (Hastings and Rother) present its annual report and financial statements for the year ended 31st March 2022.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is constituted and operates under the rules of its constitution adopted and accepted onto the register of charities as a Charitable Incorporated Organisation on the 18th September 2017, amended 23rd October 2018.

The charity is managed by an executive committee (the trustees) which meets on a monthly basis to consider such matters as funding and staffing as the overall direction of the project. The day to day running of the project is delegated to a staff team.

The methods adopted for the recruitment and appointment of new trustees is laid down in the constitution.

Objectives

To act as a resource for young people up to the age of 24 living in the Hastings and Rother area by providing advice and assistance and organising programmes of physical, educational and other activities as a means of: -

- a) advancing in life and helping young people by developing their skills, capacities and capabilities to enable them to participate in society as independent, mature and responsible individuals.
- b) advancing education.
- c) relieving unemployment.
- d) providing recreational and leisure time activity in the interests of social welfare for people living in the area of benefit who have need by reason of their youth, age, infirmity or disability, poverty or social and economic circumstances with a view to improving the conditions of life of such persons.

Public benefit statement

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

Summary of the main activities and achievements undertaken for the public benefit

In accordance with its charitable aims and to further public benefit XTRAX undertook the following activity during the reporting period:

In the last year the Charity continued to benefit from the 3-year funding secured in the previous financial year from the National Lottery and Children in Need. In addition, we were successful in securing continuation funding from the Blagrove Trust, assisting us in our continued work providing advice, advocacy and practical support to the most marginalised young people in Hastings. Our IT equipment was in desperate need of updating and so a bid was successfully made for £10,000 via IT4Charity; helping us to continue our provision of a good quality service and help tackle digital exclusion for the young people we work with. Additionally, we have been working on an updated, more accessible website which will

REPORT OF THE TRUSTEES (Cont'd)
FOR THE YEAR ENDED 31ST MARCH 2022

provide visitors with access to useful information guides and the ability to book 1:1 appointments with an adviser, via an online portal.

We were also grateful for funding from The Tudor Trust, Trusthouse Charitable Foundation, The Magdalene & Lasher Charity, Kings Church 1066 and last but by no means least, a special thanks to The Silver Lady Fund, who offered us significant financial support at a time when we found ourselves in dire need.

The charity faced significant disruption over the previous two years due to the pandemic and spring 2021 saw Xtrax emerging with the rest of the population, into a 'brave new world'.

We successfully recruited a new Service Manager in June and tasked them with relaunching the Xtrax service. The Xtrax 'Grand Re-Opening' took place in September 2021 and we were once again happy to re-engage in person with young people and partners from services like ESCC Early Help Service, YES, The YCentre, i-Rock, Fellowship of St Nicholas and Educating Futures Trust. In addition, we continued to build on the work we had started in the previous year, both strengthening current partnerships and creating new ones, thus nurturing our commitment to be a more 'joined up' service with our local partners and growing our provision.

We expanded on the project we initially started as part of our Outreach work during Lockdown, as a result of the Blagrove funding we received. Supporting the young people involved to direct and edit a film highlighting the issues they wanted to raise regarding the free skate park they access in Hastings; Boyley Forever Skate Park. The work continues and the young people are now planning their next steps, which will include fundraising activity to raise the money needed.

We were able to open our doors to our service users once again but found that the period of closure had resulted in a significant change in the way young people were engaging with our service.

We wanted to ensure that we were continuing to meet the needs of the young people we serve in the community, so we completed two surveys; one focused on our outreach service and the other on evaluating the more intensive provision the young people access at the centre. The results demonstrated that although the service that Xtrax provides continues to be invaluable to those accessing it, the way in which young people wanted to access us had changed. We reviewed our model of working and made some significant changes to the way we operate in order to better meet the needs of the community we serve. We now work to a 'Hub and Spoke' model where the Hub is the centre we work from in central Hastings and the 'spokes' involve working in several local communities in Hastings and Rother. Consequently, we are now reviewing our current data recording system and looking to update it in order to better evidence the impact our work is having on the young people the charity supports.

In addition, Xtrax has gone through a review of all of its policies and procedures and introduced updated staff contracts as part of an organisation wide exercise to embed more stable foundations for us to work from, following the period of uncertainty and instability that the pandemic presented us with.

**REPORT OF THE TRUSTEES (Cont'd)
FOR THE YEAR ENDED 31ST MARCH 2022**

Due to the success of our 'Wellbeing telephone check-in' provision during the pandemic, the decision was made to maintain this service, facilitating our ability to maintain engagement with young people we have been working with, who may not have been in contact recently and often resulting in our support workers being able to 'pick up' on issues before they became unmanageable. At the beginning of the financial year, Xtrax continued to work in line with Government and National Youth Agency COVID guidelines, providing a blended provision of online and face to face support, advice, guidance and advocacy. As guidance permitted, Xtrax was able to return to a full in-person provision. Xtrax was therefore able to provide a total of 66 group sessions and 293 face to face appointments with 124 young people, offering support and guidance on a range of issues including:

- 32 young people requiring housing and benefits advice and advocacy,
- 40 were supported to access Food Parcels
- 17 received ongoing mental health and wellbeing support
- 6 for support with employment and/or training

Our outreach team went into the community on 63 occasions contacting 636 young people (398 male, 225 female and 13 other)

Looking forward, Xtrax has plans to make the website more accessible, providing the ability to book appointments with our advisers, access current information and useful resources for both professionals and service users. Moreover, we will be further embedding our new working model, making certain that our provision continues to not only serve the young people that rely on our service, but also ensures their voices are heard and influence the services and communities they live in.

The charity's policy on reserves

At the balance sheet date at 31st March 2022 Xtrax had net assets of £48,658. The running costs for the Centre for the year amounted to £127,154. Therefore, the level of reserves at 31st March 2022 represented approximately 4 months funding for running costs.

The project remains dependent on relatively short-term funding for its operations. In the Trustees opinion, reserves should represent a minimum of 6 month's funding to enable the project sufficient time to seek alternative sources of funding if the current sources cease to be available. Therefore, the charity will continue to seek opportunities to build up its reserves to this ideal level.

Risk Assessment

The trustees have identified and reviewed the risks both financial and non-financial to which Xtrax might be exposed. They have taken steps to mitigate the impact of such risks.

Responsibilities of the Trustees

The Trustees are responsible for preparing financial statements in accordance with applicable law and United Kingdom generally Accepted Accounting Practice.

REPORT OF THE TRUSTEES (Cont'd)
FOR THE YEAR ENDED 31ST MARCH 2022

Under Charity law the trustees are required to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year (unless the charity is entitled to prepare accounts on the alternative receipts and payments basis). In preparing those financial statements the Trustees are required to:

- a) Select suitable accounting policies and apply them consistently.
- b) Make judgements and estimates that are reasonable and prudent.
- c) State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements.
- d) Prepare the financial statement on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enables the Trustees to ascertain the financial position of the charity and to ensure that the financial statement comply with the Charities Act 2011, the Charity (Accounts and Reports) regulations 2008 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.

This report was approved by the Trustees on: Jan 13, 2023

And signed on its behalf by:

Sue Manwaring
Sue Manwaring (Jan 13, 2023 07:17 GMT)

Sue Manwaring – Chair/Trustee

Nigel Jenner
Nigel Jenner (Jan 13, 2023 16:48 GMT)

Nigel Jenner - Trustee

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF XTRAX (HASTINGS AND ROTHER)
FOR THE YEAR ENDED 31ST MARCH 2022**

I report to the charity trustees on my examination of the accounts of Xtrax (Hastings and Rother) for the year ended 31st March 2022.

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with 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 seeking explanations from the trustees concerning any 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 my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act 2011; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: Lorraine Brown

Lorraine Brown
Blue Ridge Accounting Services Ltd
The Old Court House
North Trade Road
Battle
East Sussex TN33 0EX

Dated: 20th January 2023

**RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31ST MARCH 2022**

	Note	Restricted funds 2022 £	Unrestricted funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
INCOMING RESOURCES					
Incoming resources from generated funds					
Donations, legacies and grants:					
Grants and donations	2	79,968	63,504	143,472	109,995
Fundraising	2	-	633	633	-
		79,968	64,137	144,105	109,995
Other incoming resources	3	-	2,404	2,404	212
Total incoming resources		79,968	66,541	146,509	110,207
RESOURCES EXPENDED					
Charitable activities					
Support costs for grants and activities	4	73,233	52,729	125,962	125,092
Governance costs	4	-	1,192	1,192	1,397
Total resources expended		73,233	53,921	127,154	126,489
NET INCOME/(EXPENDITURE) FOR THE YEAR		6,735	12,620	19,355	(16,282)
RECONCILIATION OF FUNDS					
Net movement in funds		6,735	12,620	19,355	(16,282)
Total funds brought forward		8,113	21,190	29,303	45,585
TOTAL FUNDS CARRIED FORWARD		14,848	33,810	48,658	29,303

**STATEMENT OF ASSETS AND LIABILITIES
AT 31ST MARCH 2022**

	Note	Restricted funds £	Unrestricted funds £	Total funds 2022 £	Total funds 2021 £
CURRENT ASSETS					
Cash at bank and in hand		14,848	33,810	48,658	29,903
		14,848	33,810	48,658	29,903
CURRENT LIABILITIES					
		-	-	-	-
NET ASSETS		14,848	33,810	48,658	29,903
REPRESENTED BY:					
Accumulated fund b/f				29,303	45,585
Net profit/(loss)				19,355	(16,282)
				48,658	29,303

The financial statements were approved by the trustees on: Jan 13, 2023
and signed on its behalf by:

,

Sue Manwaring
Sue Manwaring (Jan 13, 2023 07:17 GMT)

Sue Manwaring – Chair/Trustee

Nigel Jenner
Nigel Jenner (Jan 13, 2023 16:48 GMT)

Nigel Jenner – Trustee

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2022**

1. Accounting Policies

Receipts and Payments accounts

Receipts and payments accounts are statements that summarise the movement of cash into and out example, bank accounts where cash can be readily withdrawn to pay for debts as they become due.

Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund.

Incoming resources

All incoming resources are included in the Receipts and Payments accounts when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the charity where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

Intangible income, which comprises donated services, is included in income at a valuation which is an estimate of the financial cost borne by the donor where such a cost is quantifiable and measurable. No income is recognized where there is no financial cost borne by a third party. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Resources expended

All expenditure is accounted for on receipts and payments basis and has been included under expense categories that aggregate all costs for allocation of activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Fund raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management carried out at the principal address or outreach.

Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

NOTES TO THE ACCOUNTS (Cont'd)
FOR THE YEAR ENDED 31ST MARCH 2022

2. Grants, Legacies & Donations

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Note	79,968	64,137	144,105	109,995
Grants and donations including the following:				
Belgrave Trust		23,400	23,400	12,000
National Lottery Community Fund for IT costs	9,981		9,981	0
National Lottery Community Fund	60,000		60,000	20,052
Chalk Cliff Trust			-	5,000
Children in Need	9,987		9,987	13,282
Galbraith CS (Green Insurance)			-	1,000
Hastings Charitable Trust			-	764
Hastings Lion			-	1,000
HBC			-	3,294
Isabella Blackman Centre			-	1,000
Kings Church			-	3,100
Lloyds Bank Foundation			-	7,795
Magdalen & Lasher Charity			-	1,000
Silver Lady Trust		749	749	3,900
The Francis & Eric Ford Charity		500	500	500
The Bedgebury Foundation			-	2,000
Trusthouse		10,000	10,000	0
Tudor Trust		25,000	25,000	27,000
Winkle Club			-	200
Gift Aid		416	416	240
Fundraising		633	633	0
Sundry donations		3,439	3,439	1,970
	79,968	64,137	144,105	109,995

NOTES TO THE ACCOUNTS (Cont'd)
FOR THE YEAR ENDED 31ST MARCH 2022

3. Other incoming resources

	Restricted funds 2022	Unrestricted funds 2022	Total funds 2022	Total funds 2021
	£	£	£	£
Misc. income	-	626	626	212
Rental income	-	1,778	1,778	-
	0	2,404	2,404	212

4. Support and governance costs

Staff costs and numbers

Staff costs were as follows:	2022	2021
	£	£
Wages and salaries	76,041	82,587
Payroll bureau	344	338
Pension costs	1,986	1,647
	78,370	84,572

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

	2022	2021
Project Worker, Management and Administration	9	10

No employee received remuneration amounting to more than £60,000 in either year

NOTES TO THE ACCOUNTS (Cont'd)
FOR THE YEAR ENDED 31ST MARCH 2022

Support and governance costs (Cont'd)

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Staff costs	52,016	26,354	78,370	84,572
Rent	5,996	6,980	12,977	12,395
Rates	466	499	964	824
Water rates		216	216	240
Light & heat	1,315	894	2,208	1,405
Waste disposal & cleaning	552	91	643	1,987
Telephone and internet	449	945	1,394	1,196
Equipment		402	402	6,048
Insurance	358	295	653	660
Travel/parking expenses		715	715	74
Printing, postage & stationery		696	696	674
Advertising & recruitment	441	438	879	164
Refurbishment / Repairs & maintenance	112	7,631	7,743	5,962
Office expenses/general admin.		1,657	1,657	906
Satellite TV and licence		164	164	163
IT costs	8,968	-	8,968	1,334
Events		1,466	1,466	-
Professional Services/Accountancy		1,192	1,192	5,129
DBS charges		275	275	-
Bank charges		194	194	187
Subscriptions/licences		1,606	1,606	-
Sundry expenses		248	248	811
Provisions		-	-	1,350
Training/Volunteer/Welfare expenses	880	749	1,629	375
Project costs/activities	1,681	213	1,894	34
	<u>73,233</u>	<u>53,921</u>	<u>127,154</u>	<u>126,490</u>

5. Trustees' remuneration, expenses and benefits

Trustees received no remuneration, expenses, or benefits in this period.

6. Previous period comparison

The financial year end of the charity is 31st March 2022. The previous period's figures have been included for comparison.

XTRAX (HASTINGS AND ROTHER)

England & Wales - Charity number 1174692

Accounts

**Xtrax Hastings and Rother
Young Peoples Drop-in Centre**

Registered charity, number 1174692

**Financial statements
for the year ended 31 March 2021**

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Xtrax Hastings & Rother
Charity number: 1174692

Xtrax **(Hastings and Rother)**

Trustees' annual report **For the year ended 31 March 2021**

Full name Xtrax (Hastings & Rother)

Other names by which the charity is known Xtrax

Registered charity number 1174692

Principal address 23 Priory Street, Hastings, TN34 1EA

Trustees Dave Harris – President
Sue Manwaring - Chair - elected 15/4/2018
Sue Herriott- elected 1/5/2018
Jane Stevens – resigned
Nigel Jenner – elected 24/6/2020
Symon Hewish -resigned 7/9/2021

Bankers Lloyds Bank, Hastings Branch, 17 Wellington Place, Hastings, East Sussex

Independent examiner

Lorraine Brown, employee of Rother Voluntary Action, 47 London Road, Bexhill-on-Sea, East Sussex, TN39 3JY

Governance and management

The charity is constituted and operates under the rules of its constitution adopted and accepted onto the register of charities as a Charitable Incorporated Organisation on the 18th September 2017.

The charity is managed by an executive committee (the trustees) which meets on a monthly basis to consider such matters as funding and staffing as the overall direction of the project. The day to day running of the project is delegated to a staff team.

The methods adopted for the recruitment and appointment of new trustees is laid down in the constitution.

Objectives

TO ACT AS A RESOURCE FOR YOUNG PEOPLE UP TO THE AGE OF 24 LIVING IN THE HASTINGS AND ROTHER AREA BY PROVIDING ADVICE AND ASSISTANCE AND ORGANISING PROGRAMMES OF PHYSICAL, EDUCATIONAL AND OTHER ACTIVITIES AS A MEANS OF:-

- A) ADVANCING IN LIFE AND HELPING YOUNG PEOPLE BY DEVELOPING THEIR SKILLS, CAPACITIES AND CAPABILITIES TO ENABLE THEM TO PARTICIPATE IN SOCIETY AS INDEPENDANT, MATURE AND RESPONSIBLE INDIVIDUALS.
- B) ADVANCING EDUCATION C) RELIEVING UNEMPLOYMENT
- D) PROVIDING RECREATIONAL AND LEISURE TIME ACTIVITY IN THE INTERESTS OF SOCIAL WELFARE FOR PEOPLE LIVING IN THE AREA OF BENEFIT WHO HAVE NEED BY REASON OF THEIR YOUTH, AGE, INFIRMITY OR DISBILITY, POVERTY OR SOCIAL AND ECONOMIC CIRCUMSTANCES WITH A VIEW TO IMPROVING THE CONDITIONS OF LIFE OF SUCH PERSONS.

Xtrax Hastings & Rother
Charity number: 1174692

Xtrax
(Hastings and Rother)

Trustees' annual report
For the year ended 31 March 2021 – cont'd

Public benefit statement

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

Summary of the main activities and achievements undertaken for the public benefit

In accordance with its charitable aims and to further public benefit XTRAX undertook the following activity during the reporting period.

The Charity stabilised its financial position by concluding negotiations with the National Lottery to secure £180,000 over a 3 year period to resource work providing advice, advocacy and practical support to the most marginalised young people in Hastings. We were also grateful for funding from the Tudor Trust, Children in Need and the Blagrove Trust.

Because of lockdowns, for a significant period during the time covered by this report, the XTRAX drop in centre was closed to the public. Nevertheless, the Charity maintained contact with young people by instituting and expanding programmes of detached and outreach work. Through this service workers engaged directly with young people in local neighbourhoods and areas where they were congregating. We were able to offer support and advice. We were proud that our services continued uninterrupted at a time when nationally many centres were not available to young people.

Our client group (young people aged 16-25) experienced much disruption during the period as their education ceased or went online and many younger workers were laid off or furloughed. The Charity recognised the need to understand what young people were experiencing and therefore we instituted a survey/research project via which they could record their view and experiences. The "We asked 100 young people" project reached its target audience and the information was published in a report distributed to stakeholders. We are using the result of this work to inform a review of our strategic plan through which we are evaluating our future service model.

We continued to engage with a new funder, the Blagrove Trust, and were successful in receiving funding to deliver our work and develop a relationship with them which has subsequently led to further resources.

We maintained contact with our regular users through a telephone mental health and wellbeing check in service through which we could stay in touch, understand the issues they were facing and signpost to other services when this was needed.

Similarly we also expanded our social media profile during the COVID Lockdown periods so we could make young people aware of services they could access, their rights and their responsibilities.

In line with the COVID guidelines we nonetheless maintained 1-2-1 support to 37 young people (usually over several appointments) providing advice support and advocacy on a range of issues including:

Xtrax Hastings & Rother
Charity number: 1174692

Xtrax (Hastings and Rother)

Trustees' annual report For the year ended 31 March 2021 – cont'd

- 20 young people requiring housing advice and advocacy,
- 7 received ongoing mental health support
- 5 for support with employment and/or training.

Our outreach team went into the community on 69 occasions contacting 698 young people (364 male and 334 female)

We utilised the period our premises was closed to make changes and upgrade our building with new furniture and precautions to ensure that when our services resumed we could re-open in a COVID-safe way. We obtained special grant funding from Sussex Community Foundation, Foreshore Trust and Lloyd's Foundation, Children in Need, Silver Lady Fund, Magdalen and Lasher and the Big Lottery. These improvements enabled us to offer our building as a resource to other services to improve access for young people and generate income for the charity.

The Charity also reviewed the way we record information and evaluate the impact of our services and ways this could be improved. To address the issues we implemented a new GDPR compliant relational database system (UPSHOT) and undertook training for staff and volunteers to use this in a consistent and meaningful way.

Recognising that services for young people need to be more "joined up" the Charity participated in online discussions as part of the Hastings Youth Partnership to share information, plan joint work and reduce some of the barriers young people face.

Whilst our services faced disruption as a result of the pandemic we achieved continuity and continued to offer support to a wide range of vulnerable and often very anxious young people.

The charity's policy on reserves

At the balance sheet date Xtrax had net assets of £45,586. The annual running costs of the centre amount to approx. £126,489 p.a., and therefore the current level of reserves represents approximately 4 months funding for running costs.

The project remains dependant on relatively short term funding for its operations. In the Trustees opinion reserves should represent a minimum of one year's funding to enable the project sufficient time to seek alternative sources of funding if the current sources cease to be available. Therefore the charity will continue to seek opportunities to build up its reserves to this ideal level.

Responsibilities of the Trustees

The Trustees are responsible for preparing financial statements in accordance with applicable law and United Kingdom generally Accepted Accounting Practice. Under Charity law the trustees are required to prepare financial statements for each

Xtrax Hastings & Rother
Charity number: 1174692

**Xtrax
(Hastings and Rother)**

**Trustees' annual report
For the year ended 31 March 2021 – cont'd**

financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year (unless the charity is entitled to prepare accounts on the alternative receipts and payments basis). In

preparing those financial statements the Trustees are required to:

- a) Select suitable accounting policies and apply them consistently;
- b) Make judgements and estimates that are reasonable and prudent;
- c) State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- d) Prepare the financial statement on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enables the Trustees to ascertain the financial position of the charity and to ensure that the financial statement comply with the Charities Act 2011, the Charity (Accounts and Reports) regulations 2008 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.

This report was approved by the Trustees on:

And signed on its behalf by:

Chair

Sue Mansaring

Secretary

A.P. Herriott

Xtrax Hastings & Rother
Charity number: 1174692

**Independent examiner's report to the trustees of
Xtrax Hasting and Rother
for the year ended 31 March 2021**

I report on the accounts of the charity, which are set out on pages 2 to 10

Respective responsibilities of committee & 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 Charities Act), and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act
- to follow the procedures laid down in the general directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention

Basis of independent examiners report

My 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 seeking explanations from the trustees concerning any 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 examiners statement

In connection with my examination, no matter has come to my attention

1. which gives reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Lorraine Brown

.....
Lorraine Brown
Employee of
Rother Voluntary Action
47 London Road, Bexhill-on-Sea, East Sussex TN39 3JY

Dated: 27/01/2022

Xtrax Hastings & Rother
Charity number: 1174692

Xtrax Hastings and Rother
Receipts and payments accounts
for the period 1st April 2020 to 31st March 2021

	Note	Restricted funds 2021 £	Unrestricted funds 2021 £	Total Funds £	Total Funds 2020 £
INCOMING RESOURCES					
Incoming resources from generated funds					
Donations, legacies and grants:					
Grants and donations	2	25,948	84,045	109,995	103,458
Fundraising income	2	-	-	-	-
		25,948	84,045	109,995	103,458
Other incoming resources	3		212	212	4,398
TOTAL INCOMING RESOURCES		25,948	84,257	110,207	107,856
RESOURCES EXPENDED					
Charitable activities					
Support costs for grants and activities	4	20,033	105,060	125,092	89,676
Governance costs	4		1,397	1,397	1,652
TOTAL RESOURCES EXPENDED		20,033	106,457	126,490	91,328
MOVEMENT IN TOTAL FUNDS FOR THE YEAR - NET INCOME(EXPENDITURE) FOR THE YEAR		5,915	(22,200)	(16,282)	16,528
Transferred from dissolved charity number 1037310		-	-	-	29,058
TOTAL FUNDS AT 1 APRIL 2020		2,198	43,388	45,586	-
TOTAL FUNDS AT 31 MARCH 2021		8,113	21,188	29,303	45,586

Xtrax Hastings & Rother
Charity number: 1174692

Xtrax Hastings and Rother **Statement of assets and liabilities** **at 31 March 2021**

	Note	Restricted funds £	Unrestricted funds £	Total funds 2021 £	Total funds 2020 £
CURRENT ASSETS					
Cash at bank and in hand		8,113	21,188	29,303	45,586
		8,113	21,188	29,303	45,586
CURRENT LIABILITIES					
NET ASSETS					
		8,113	21,188	29,303	45,586
REPRESENTED BY:					
Accumulated fund b/f				45,586	29,058
Net profit/(loss)				-16,282	16,528
				29,303	45,586

These financial statements are accepted on behalf of the charity by:

AP Herritt
Treasurer

Sue Manwaring
Chair

Date: 27 1. 22.

Xtrax Hastings & Rother
Charity number: 1174692

**Xtrax Hastings and Rother
Notes to the accounts
for the year ended 31 March 2021 – cont'd**

ACCOUNTING POLICIES

1.1 Receipts and payments accounts

Receipts and payments accounts contain a summary of money received and money spent during the period and a list of assets and liabilities at the end of the period. Usually, cash received and cash spent will include transactions through bank accounts and cash in hand.

1.2 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund.

1.3 Incoming Resources

All incoming resources are included in the Receipts and Payments accounts when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the charity where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

Intangible income, which comprises donated services, is included in income at a valuation which is an estimate of the financial cost borne by the donor where such a cost

Xtrax Hastings & Rother
Charity number: 1174692

Xtrax Hastings and Rother
Notes to the accounts
for the year ended 31 March 202- cont'd

is quantifiable and measurable. No income is recognized where there is no financial cost borne by a third party. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

1.4 Resources expended

All expenditure is accounted for on receipts and payments basis and as been included under expense categories that aggregate all costs for allocation of activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Fund raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management carried out at the principal address or outreach.

Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Xtrax Hastings & Rother
Charity number: 1174692

Xtrax Hastings and Rother
Notes to the accounts
for the year ended 31 March 202- cont'd

2. GRANTS, LEGACIES & DONATIONS

	Note	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
		25,948	84,045	109,995	103,458
Grants and donations including the following:					
Anjoli Steward Fund				0	-
Belgrave Trust			12,000	12,000	12,000
Big Lottery Fund for IT costs				0	-
Big Lottery	20,052			20,052	
Chalf Cliff Trust			5,000	5,000	5,000
Children in Need			13,282	13,282	9,863
Didymus				0	-
Foyle Foundation				0	-
Galbraith CS (Green Insurance)			1,000	1,000	
Hastings Area Community Fund				0	-
Hastings Charitable Trust			764	764	774
Hastings Lion	1,000			1,000	1,000
HBC			3,294	3,294	7,841
Henry Smith Charity				0	5,000
Isabella Blackman Centre			1,000	1,000	
Kings Church			3,100	3,100	
Lloyds Bank Foundation			7,795	7,795	25,000
Magdalen & Lasher Charity			1,000	1,000	600
Police Commission				0	-
Princes Trust				0	-
Silver Lady Trust			3,900	3,900	455
Sussex Community Foundation	4,896			4,896	5,000
The Francis & Eric Ford Charity			500	500	500
The Bedgebury Foundation			2,000	2,000	
Tudor Trust			27,000	27,000	25,000
Winkle Club			200	200	200
Gift Aid			240	240	385
Sundry donations			1,970	1,970	4,840
		25,948	84,045	109,993	103,458
Transferred from dissolved charity number 1037310		-	-	-	-

Xtrax Hastings & Rother
Charity number: 1174692

Xtrax Hastings and Rother
Notes to the accounts
for the year ended 31 March 202- cont'd

3. OTHER INCOMING RESOURCES

	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Misc income	-	212	212	473
Rental income	-	-	-	3,925

4. SUPPORT AND GOVERNANCE COSTS

STAFF COSTS AND NUMBERS

Staff costs were as follows:

	2021 £	2020 £
Wages and salaries	82,587	53,577
Payroll bureau	338	358
Pension costs	1,647	1,128
	<u>84,572</u>	<u>55,063</u>

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

	2021	2020
Project Worker, Management and Administration	<u>10</u>	<u>6</u>

No employee received remuneration amounting to more than £60,000 in either year

Pension costs

The charity operates a defined contribution pension scheme in respect of employees. The scheme and its assets are held by independent managers. The pension represents contributions due from the employer.

Xtrax Hastings & Rother
Charity number: 1174692

Xtrax Hastings and Rother
Notes to the accounts
for the year ended 31 March 202- cont'd

SUPPORT & GOVERNANCE COSTS – cont'd

	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Staff costs	18,784	65,788	84,572	55,063
Rent		12,395	12,395	15,141
Rates		824	824	978
Water rates		240	240	389
Light & heat		1,405	1,405	2,714
Waste disposal & cleaning		1,987	1,987	1,718
Telephone and internet		1,196	1,196	1,135
Equipment	410	5,638	6,048	1,158
Insurance		660	660	1,378
Travel expenses		74	74	553
Printing, postage & stationery		674	674	957
Advertising & recruitment		164	164	211
Refurbishment / Repairs & maintenace		5,962	5,962	3,794
Office expenses/general admin.	302	604	906	262
Satellite TV and licence		163	163	160
Hastings BID Levy		-	-	58
IT costs		1,334	1,334	1,690
Accountancy & book keeping support		1,397	1,397	194
Professional Services		3,731	3,731	-
Bank charges		187	187	212
Subscription (on line giving)		-	-	-
Sundry expenses		811	811	825
Provisions	536	814	1,350	2,104
Volunteer expenses		375	375	390
VP activities		34	34	246
	<u>20,033</u>	<u>106,457</u>	<u>126,490</u>	<u>91,328</u>

5. TRUSTEES REMUNERATION

During the year, Sue Manwaring, Trustee received remuneration as a freelance trainer through a Service Delivery Agreement setting out the terms approved by the executive committee. The value of the contract was £225 paid on 14/09/2020.