

# Embassy

Trustees' report and financial statements  
for the year ended 1 September 2024



Embassy  
Reference and administration information

**Charity number** 1174728

**Registered office and operational address** C/o The Message Trust  
Lancaster House  
Harper Road  
Sharston Industrial Area  
Manchester  
M22 4RG

**Trustees**

Trustees who served during the year and up to the date of this report were as follows:

Mr. Antony Bullivant (Chair)  
Mr. Richard Selby (Treasurer)  
Mr. Derek Gough  
Mr. Adam Posner  
Mr. Les Hutchinson (since 17/04/2024)

**Key management personnel**

Key management personnel are:

Mr. Sid Williams (co-founder and director)  
Mrs. Tess Williams (co-founder and relationship manager)  
Mr. Loughton Walters (resettlement manager)

**Independent Examiner**

Adrian Phillips FCA  
Arlo Accountancy Limited  
107 Valley Road  
Stockport  
SK4 2DB

**Bankers**

Barclays Bank UK PLC  
1 Churchill Place  
London  
E14 5HP

**Solicitors**

Shoosmiths	Squire Patton Boggs	Hill Dickenson	Brabners
The XYZ Building	1, 1 Hardman St	50 Fountain Street	100 Barbirolli Square
2 Hardman Boulevard	Manchester	Manchester	Manchester
Manchester	M3 3EB	M2 2AS	M2 3BD
M3 3AZ			

Embassy  
Trustees' annual report for the year ended 1 September 2024

The trustees present their report and the unaudited financial statements for the year ended 1 September 2024.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice - Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102.

## **A. Objectives and Activities**

### **A.1 Summary of the purposes of the charity**

- For the public benefit to provide social housing and support to the homeless and destitute.
- To advance the Christian faith, mainly but not exclusively by means of practical care, optional Bible study, prayer and messages of an evangelistic nature.
- To preserve and protect the physical and mental health of homeless people.
- To assist beneficiaries in securing employment and permanent accommodation.

Although Embassy is a Christian charity, we welcome equally whoever is referred to us, of any faith or none.

### **A.2 Summary of the main activities**

The intention of the charity is to deliver these public benefits through the following activities:

- 1 Help those who are homeless to restore their lives and become part of healthy communities by doing the following:
  - i. Work with partner agencies, including local councils, to identify those who are homeless and are serious about turning their lives around.
  - ii. Provide each resident with their own room plus shared access to a kitchen, bathroom and living area.
  - iii. Employ a team of resettlement workers to welcome our homeless guests and to take each of them through a programme of resettlement activities, which includes:
    - Weekly house meetings in each house;
    - Weekly one to one mentoring session with each resident;
    - Weekly twelve steps course for unpacking past trauma;
    - Practical instruction on food shopping;
    - One to one cooking lessons in line with the two-week meal plan we provide to help residents budget and eat healthily;
    - Training around bill, rent and tax payment;
    - Optional bible and prayer times;
    - Optional weekly sports sessions; and
    - Assistance with benefits, ID recovery, bank account and email set up.
  - iv. Help our homeless residents to obtain suitable permanent employment through the contacts that the charity has established with local companies.
  - v. Talk to our homeless residents about our Christian faith, as we know from our own experience that nothing can restore lives as well and as permanently as the truth about Jesus.

Embassy  
Trustees' annual report for the year ended 1 September 2024

- vi. Help our homeless residents to successfully find and move into suitable permanent housing when the time is right. As each resident enters into a rental contract with the charity, we are able to write a reference for future landlords to help them move on.
  - vii. Help those who have moved into permanent housing to settle in and remain, through regular ongoing visits by our resettlement workers. This will include introducing them to an appropriate church near their new home if they wish us to.
- 2 Help our residents to help themselves by making the provision of accommodation subject to, by prior agreement:
- i. The person remaining sober and free from drug abuse.
  - ii. The person engaging in the resettlement activities described above.
- 3 Ensure the safety and well-being of all residents, staff and volunteers by doing the following:
- i. Adhering to a comprehensive Safeguarding Vulnerable Adults policy.
  - ii. Only accept residents that come by risk assessed referrals from partner agencies.

### **A.3 Statement on Public Benefit**

The trustees have noted and continue to follow the guidance issued by the Charity Commission on public benefit when defining the charity's objectives and activities.

## **B. Achievements and Performance**

### **B.1 Continued the resettlement work**

This year, the charity has maintained a capability to accommodate and resettle 11 men and 4 women at any one time.

Our achievements this year include:

- Embassy welcomed 12 new residents;
- We took 22 residents through our programme of resettlement activities;
- We helped 12 residents to enter employment;
- We helped 4 residents to study at colleges;
- We helped 5 residents to move on into more permanent accommodation.

We have also helped 6 ex-residents with various things, including external recovery sessions, many hours of continued support in their new homes with benefit checks, tenancy support, medical appointments, support at work, etc.

Following the success of last year's trip, we took another small group of residents and staff out to Kenya to help build a school in a slum on the edge of Nairobi for the children of homeless families. The trip was largely funded by one-off gifts from people keen on supporting the trip. These trips are intended to give the residents a chance to see that they have something to offer the world, experience a different culture, and give them a confidence and desire to work. The impact on the residents is wide reaching, to see small children who have nothing, playing, laughing and loving one another is really eye opening. Residents will often talk about their own homelessness being difficult but once they have seen the children of the slum they begin to understand how lucky they are in comparison to the children. The residents themselves then want or support the children in other ways like financially when they come back to the U.K. Working closely



## Embassy

### Trustees' annual report for the year ended 1 September 2024

to the volunteers on the ground in Kenya also gives residents a fresh perspective on giving back to society and their own personal work ethics.

We also took a group of 16, made up of staff, residents and volunteers, to climb Snowdon. This was a really special moment for so many of the group and this day really built a new understanding of what community can look like, especially when you are halfway up a mountain and relying on each other to get to the top and back down again. Real friendships were formed and has allowed us to gain a deeper sense of trust with the residents.

The charity is currently in negotiations to rent a purpose built 8-bedroom house, which also has an office, to significantly increase our capacity to accommodate women.

The charity gratefully acknowledges grants totalling £40,000 that were made by the Wates Family Enterprise Trust for the women's resettlement work.

#### **B.2 Preparation for the creation of a homeless village**

The charity experienced further frustrating delays to the commencement of construction of the Village, which have been beyond the control of the charity. This included discovery of asbestos buried on the site to be built upon, which had to be removed by a specialist company. However, at the time of writing, construction is about to commence, with a ceremonial "spade in the ground" on 18<sup>th</sup> November 2024, with representatives of local government and supporting companies present. The event was broadcast on both BBC and ITV local news.

Our principal funders, who have pledged funding of £3.5M, have continued to have faith in us, and by the end of the reporting period we had received a further £354,000 towards covering the shortfall resulting from escalating costs.

#### **B.3 Working towards becoming a Registered Housing Provider**

The charity had continued to pursue an application to become a Registered Housing Provider, as this will ensure that we receive exempt housing benefit for all our residents who are on benefits, which will improve our financial position as we grow. The charity has continued to employ the services of Altair Ltd. to facilitate the application, as Altair are experts in the field. We are grateful to Salford Council for their donations towards the cost of this activity.

#### **B.4 Continuous improvement**

The charity will continue to refine how it operates, aiming to efficiently provide its residents with a good experience while helping each one to find a job and to be re-housed without delay. This approach includes regular meetings of the director and resettlement workers to identify changes that are needed and how they should be implemented. Such learnings will be transferred to the operating of the Village. We are part of a 'working group' with Manchester City Council's adult social services, homeless team and revenue and benefits unit in order to plot a workable way forward both for referrals and income. We also have a steering group for the planned Village, which includes Peel (the landowner), Capital & Centric (who are developers) and The Greater Manchester Mayor's Charity.

Embassy  
Trustees' annual report for the year ended 1 September 2024

## C. Financial Review

### C.1 Charity's financial position

A summary of the finances (to the nearest £) at the end of the charity's financial year are shown in the table below:

	<b>Amount</b>
Opening balance (carried forward from previous year):	£ 207,956
Income (unrestricted):	£426,306
Income (restricted):	£438,509
<b>Total income:</b>	<b>£864,815</b>
Staff payroll:	£221,865
Other costs:	£202,023
<b>Total outgoing:</b>	<b>£423,888</b>
<b>Balance for the year:</b>	<b>£440,927</b>
Funds carried over to the next year:	£648,883

This shows significantly more income than expenditure, but it should be noted that £354,000 of income was for the Village build project, which was yet to commence. Nonetheless, even excluding income restricted to the build, there was still a sizeable surplus. This is a welcome turnaround following last year's deficit.

### C.2 Reserves policy

The charity aims to maintain unrestricted funds that are sufficient to cover at least three months of operating costs, including salaries and rent paid for property. At the end of the year our reserves, excluding restricted funds, covered 4.5 months of operating costs, thereby complying with the policy.

In detail, at the end of the charity's reporting period (to the nearest £):

	<b>Amount</b>
Reserve held, i.e. 3 months of budgeted operational costs:	£95,478
Total cash in bank and in hand:	£560,848
Restricted cash in bank and in hand:	£417,517
Unrestricted cash in bank and in hand:	£143,796
Unrestricted cash in bank and in hand in excess of reserve:	£48,318

The restricted funds are primarily:

- Related to the Embassy Village build, which will therefore be used to pay the contractors when the build commences.

Embassy  
Trustees' annual report for the year ended 1 September 2024

- Related to employment of the resettlement manager and the women's resettlement workers, which will therefore continue to be used to pay the salaries and pension contributions of these staff at the earliest opportunities.

The charity does not currently plan to realise any funds by disposing of tangible fixed assets or programme related investments.

The unrestricted funds held in excess of the reserve is forecast to be required when additional staff are employed in readiness for the opening of the Embassy Village, i.e. the paying of salaries prior to when the rental income increases.

### C.3 Fundraising strategy

The charity relies predominantly on donations for the funds required to do the work that we do, and therefore effective fundraising is essential. The charity has been blessed by the donations that we have received, especially the increasing number of individuals and businesses that give monthly, for which we are very grateful.

Another source of income is rent paid by our residents, either directly by them from their wages if employed or as housing benefits paid to the charity directly by local authorities for those residents who are unemployed or receive at least some universal Credit (also see B.3 above).

The income that the charity received during the year is shown in the table below.

<b>Source of income</b>	<b>Amount</b>	<b>Proportion</b>
Churches and other charities	£60,476	7%
Businesses	£76,786	9%
Individuals (including Gift Aid reclaim from previous year)	£114,377	13%
Charitable trusts and foundations	£391,698	45%
Local Authorities (including housing benefit)	£183,765	21%
Housing residents	£16,235	2%
HMRC (Gift Aid claim)	£21,427	2%
Interest paid by bank	£51	<1%

### C.4 Principal risks facing the charity

The principal financial risk facing the charity is inevitably concerning the building of the Village. In particular, there is a risk that the cost of the build will exceed even the revised estimates and therefore the amounts already secured. This risk would be mitigated by additional fundraising and/or limiting the extent of the build to, for example, just 20 homes, until further funds can be raised.

A secondary related risk is that fundraising for the building of the Village could take priority over fundraising for operating costs, which could result in the day-to-day operations of the charity running at a deficit. This risk will be mitigated by ensuring a correct balance of fundraising.

With the assistance of Altair, our board has undertaken to adopt a risk register which considers the main risks and possible threats to the integrity and legal and financial stability of the charity. The risk register is

## Embassy

### Trustees' annual report for the year ended 1 September 2024

now considered as standard at all trustee meetings and risk levels can be upped or lowered for each identified risk as time goes on. Also new risks can be added or risks that are considered to have passed can be removed. It is a useful tool, common in business, and it gives us a good means of remembering and mitigating a broad range of important items to keep a close eye on.

#### **C.5 Factors likely to affect future financial performance or position**

The following factors are expected to affect future financial performance or position:

- a) The cost of the Embassy Village build will draw down the restricted funds that have been put aside for this build.
- b) A significant flow of cash will occur during the build of the Embassy Village as pledged amounts are released to pay the contractors.
- c) The number of residents will significantly increase when the 40 home Embassy Village and the new 8 apartment building open. This will affect finances in the following ways, both positive and negative, with a forecast small net improvement of financial performance:
  - Positive: rent will no longer be paid by the charity to landlords for some of the existing houses as these will no longer be needed.
  - Positive: rent from residents, paid to the charity either directly or from local government as housing benefit, will increase. When Embassy's registration as a Registered Provider of social housing is complete, this will ensure the enhanced level of benefit is paid to the charity.
  - Negative: there will be ongoing costs to operate the Embassy Village, such as security.
  - Negative: employment costs will increase as additional resettlement staff and an administrator will be required.

#### **C.6 Future Plans**

In the coming year, Embassy expects to complete the construction of the Embassy Village. This should be built by November although if there are any construction delays it could be a little later. So far we are building to schedule. We'll need to furnish and prepare the office, accommodation and training spaces and so we may or may not have residents in situ before Christmas. The plan is to have 16 new residents by the end of the tax year (Apr 2026) While we are building 40 homes, we plan on filling them in increments as we get used to managing more residents and the Village.

We also are expecting to take on the lease of an apartment block being built to our specifications for the support of homeless women. The apartment block will house 9 women and a little office and training space. This is going to open in summer 2025. Exact date is unclear as it is still being built.

Both the above projects represent Embassy having reached a level of experience over the past 5 years where we are now very happy with the product we deliver and feel confident that it works well for people and is sustainable so it is only right to increase the scale of the work and help more people.

We'll take on a full-time administrator to help us with a growing administrative burden because of more housing benefit admin caused by having more residents plus compliance as a registered housing provider. We'll also take on one more female resettlement worker in summer 2025 to help us support the growing number of female residents. We hope to recruit two more full time resettlement workers in September / October 2025 in order to train them in time for the village opening.

This year we are very likely to become a registered Housing provider as we have come almost to the end of the application process and the registrar of social housing is looking favourably on the charity. This in turn means we are looking to grow the number of trustees and broaden the skill set to include those with

Embassy  
Trustees' annual report for the year ended 1 September 2024

housing and legal experience. We have just taken on one new trustee and hope to add about three more as soon as possible. Our upcoming May meeting has 4 carefully chosen guests attending who are considering trusteeship.

We don't have any further short term expansion plans currently. We feel we have plenty of new growth to get used to for the time being. That being said, there is a lot of appetite and interest from GMCA (the Greater Manchester Combined Authority) and both Salford and Manchester City Councils and also from political lead Cllr Bev Craig. Both Andy Burnham and Bev Craig have asked us to build multiple villages. We in turn have asked for patience while we do one village well. We aren't interested in duplicating until we have experience under our belts.

## **D. Structure, Governance and Management**

### **D.1 How the charity is constituted**

A Charitable Incorporated Organisation (CIO), whose only voting members are its charity trustees ('Foundation' model constitution).

### **D.2 The governing document**

A Constitution document that follows Charity Commission guidelines.

### **D.3 Trustee selection and induction**

The name of suitable person known by one or more of the trustees, who has the necessary experience and background, is brought to a formally convened trustees meeting. A vote is then taken and recorded in the meeting minutes.

Because we are becoming a registered housing provider, we'll remain accountable to the Charity Commission but also to the RSH. As previously mentioned this means a significant increase in the scrutiny of the charity especially around consumer standards and health and safety. The Board of trustees will need to grow in breadth of experience and also the charity has decided to take on an administrator full time to help ensure we get this right. The board have also employed Altair over the past year and a half to act as our advisors in both accession to RP status but also thereafter to help us as we establish ourselves, especially in the first 12 months of operating. We have taken on over 40 new policies and procedures to become compliant and one of the team, our resettlement manager has completed a degree course in housing management to comply with the latest government requirements for registered housing providers.

Trustees have carried out a board skills assessment with the help of Altair and also a co-optee to the board this past 12 months, who as the director of a housing association in Liverpool. She has been extremely helpful in establishing and streamlining our processes. The board have asked me to seek out trustees with skill sets filling key areas including housing and legal. We have also formalised our application process for trustees by introducing an application form, a policy and also a board service agreement to help crystallise what trusteeship means

### **D.4 Size of charity**

Income during the past financial year was £864,815.

### **D.5 How the charity is governed**

Regularly convened meetings of the trustees, at which minutes are taken.

### **D.6 Policies in place**

Embassy  
Trustees' annual report for the year ended 1 September 2024

Safeguarding vulnerable adults policy; GDPR policy; risk assessment; operating procedures to ensure the safety of residents, volunteers and employees. In addition, a comprehensive suite of policies are being prepared as part of the charities application to be Registered Housing Provider (see B.3 above)

**D.7 Related parties and relationships with other organisations**

None.

**E. Statement of responsibilities of the trustees**

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

Charity law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities SORP. They 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The trustees' annual report has been approved by the trustees on 25 April 2025 and signed on their behalf by:



Name: Antony Bullivant

Title: Chair of trustees

Independent examiner's report to the trustees  
For the year ended 1 September 2024

I report on the accounts of the charity for the period ending 1 September 2024 set out on pages 11 to 25.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the 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 examiner's statement**

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; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

*Adrian Phillips*

Adrian Phillips FCA  
Arlo Accountancy Limited  
107 Valley Road  
Stockport  
SK4 2DB

28 / 04 / 2025

Embassy  
Statement of Financial Activities  
for the year ended 1 September 2024

	Note	Unrestricted funds £	Restricted funds £	Total funds 2024 £	Unrestricted funds £	Restricted funds £	Total funds 2023 £
<b>Income from:</b>							
Donations and legacies	3	261,296	438,509	699,805	176,832	51,818	228,650
Charitable activities	4	165,010	-	165,010	56,636	-	56,636
<b>Total income</b>		<b>426,306</b>	<b>438,509</b>	<b>864,815</b>	<b>233,468</b>	<b>51,818</b>	<b>285,286</b>
<b>Expenditure on:</b>							
Raising funds	5	38,498	3,069	41,567	31,829	3,035	34,864
Charitable activities	6	314,898	67,423	382,321	234,942	42,044	276,986
<b>Total expenditure</b>		<b>353,396</b>	<b>70,492</b>	<b>423,888</b>	<b>266,771</b>	<b>45,079</b>	<b>311,850</b>
<b>Net income/(expenditure) for the year</b>	7	<b>72,910</b>	<b>368,017</b>	<b>440,927</b>	<b>(33,303)</b>	<b>6,739</b>	<b>(26,564)</b>
Transfer between funds		-	-	-	-	-	-
<b>Net movement in funds for the year</b>		<b>72,910</b>	<b>368,017</b>	<b>440,927</b>	<b>(33,303)</b>	<b>6,739</b>	<b>(26,564)</b>
<b>Reconciliation of funds</b>							
Total funds brought forward		138,547	69,409	207,956	171,850	62,670	234,520
<b>Total funds carried forward</b>		<b>211,457</b>	<b>437,426</b>	<b>648,883</b>	<b>138,547</b>	<b>69,409</b>	<b>207,956</b>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.



# Embassy

## Balance sheet as at 1 September 2024


	Note	2024	2023
		£	£
<b>Fixed Assets</b>			
Tangible Assets	11	65,043	44,692
		<b>65,043</b>	<b>44,692</b>
<b>Current assets</b>			
Debtors	12	32,819	14,457
Cash at bank and in hand	13	560,848	154,153
<b>Total current assets</b>		<b>593,667</b>	<b>168,610</b>
<b>Liabilities</b>			
Creditors: amounts falling due in less than one year	14	(9,827)	(5,346)
<b>Net current assets</b>		<b>583,840</b>	<b>163,264</b>
<b>Total assets less current liabilities</b>		<b>648,883</b>	<b>207,956</b>
<b>Net assets</b>		<b>648,883</b>	<b>207,956</b>
<b>The funds of the charity:</b>			
Restricted income funds	17	437,426	69,409
Unrestricted income funds	18	211,457	138,547
<b>Total charity funds</b>		<b>648,883</b>	<b>207,956</b>

For the year in question, the charity was entitled to exemption from an audit under section 144 of the Charities Act 2011. The Charity Commission has not ordered an audit to be carried out under Section 146 of Charities Act 2011.

The notes on pages 14 to 25 form part of these accounts.

Approved by the trustees on 25 April 2025 and signed on their behalf by:

  
 Antony Bullivant (Chair)

  
 Richard Selby (Treasurer)

# Embassy

## Statement of Cash Flows as at 1 September 2024

	Note	2024 £	2023 £
<b>Cash provided by/(used in) operating activities</b>	16	<b>431,209</b>	<b>(31,512)</b>
<hr/>			
<i>Cash flows from investing activities:</i>			
Purchase of tangible fixed assets		(24,514)	(32,205)
<hr/>			
<b>Cash used in investing activities</b>		<b>(24,514)</b>	<b>(32,205)</b>
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Increase/(decrease) in cash and cash equivalents in the year		406,695	(63,717)
Cash and cash equivalents at the beginning of the year		154,153	217,870
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<b>Total cash equivalents at the end of the year</b>		<b>560,848</b>	<b>154,153</b>
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Notes to the accounts for the year ended 1 September 2024

**1 Accounting policies**

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

**a Basis of preparation**

These financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), with FRS 102 and with the requirements of the Charities Act 2011.

Embassy meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £ sterling.

**b Judgments and estimates**

The trustees have made no key judgements which have a significant effect on the accounts.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next reporting period.

**c Preparation of the accounts on a going concern basis**

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

**d Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of a provision of a specified service is deferred until the criteria for income recognition are met.

Notes to the accounts for the year ended 1 September 2024 (continued)

**e Donated services and facilities**

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised; refer to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

**f Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

**g Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

**h Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise the costs of staff time in fundraising activities.
- Expenditure on charitable activities includes the costs of undertaking resettlement support to further the purposes of the charity and the associated support costs.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure

Notes to the accounts for the year ended 1 September 2024 (continued)

**i Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs consist of governance costs which are wholly attributable to charitable activities.

**j Operating leases**

Operating leases are leases in which the title to the assets, and the risks and rewards of ownership, remain with the lessor. Rental charges are charged on a straight line basis over the term of the lease.

**k Tangible fixed assets**

Individual fixed assets costing £500 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis:

Motor vehicles	25%
Land and buildings - not yet depreciated as under construction	

**l Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**m Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**n Creditors and provisions**

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

**o Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Notes to the accounts for the year ended 1 September 2024 (continued)

**p Pensions**

Employees of the charity are entitled to join a defined contribution scheme. The charity's contribution is restricted to the contributions disclosed in note 9. There were outstanding contributions of £1,212 (2023: £1,099) at the year end which were paid over in September 2024. The costs of the defined contribution scheme are included within charitable activities, support and governance costs and allocated to funds in line with the area the employee is funded.

**2 Legal status of the charity**

The charity is a charitable incorporated organisation registered in England and Wales and has no share capital.

The registered office address is disclosed on page 1.

# Embassy

Notes to the accounts for the year ended 1 September 2024 (continued)

## 3 Income from donations and legacies

	Unrestricted £	Restricted £	Total 2024 £	Unrestricted £	Restricted £	Total 2023 £
Donations and gifts from individuals	113,066	1,310	114,376	102,101	4,088	106,189
Gift aid recovered	21,427		21,427	9,324	-	9,324
Donations from Businesses	62,956	13,830	76,786	46,241	42,230	88,471
Grants from charitable trusts, foundations, other charities and churches	63,847	423,369	487,216	19,166	5,500	24,666
<b>Total</b>	261,296	438,509	699,805	176,832	51,818	228,650

## 4 Income from charitable activities

	Unrestricted £	Restricted £	Total 2024 £	Unrestricted £	Restricted £	Total 2023 £
Housing Income	165,010	-	165,010	56,636	-	56,636
<b>Total</b>	165,010	-	165,010	56,636	-	56,636

## 5 Cost of raising funds

	Unrestricted £	Restricted £	2024 £	Unrestricted £	Restricted £	2023 £
Fund raising events	10,089	-	10,089	5,447	-	5,447
Marketing	-	-	-	150	-	150
Staff Costs	28,409	3,069	31,478	26,232	3,035	29,267
<b>Total</b>	38,498	3,069	41,567	31,829	3,035	34,864

## Notes to the accounts for the year ended 1 September 2024 (continued)

**6 Analysis of expenditure on charitable activities**

	2024	2023
	£	£
Payroll & pension	190,387	175,670
Other staff costs	1,251	1,041
Volunteer costs	134	-
Training for staff & volunteers	7,252	1,610
Resettlement costs (men)	8,843	6,586
Resettlement costs (women)	516	241
Travel and meeting expenses	2,008	964
Mobile phone costs	1,443	1,718
Stationery & postage	68	165
Insurance	2,789	2,262
Housing set up costs	188	2,129
Housing rent	62,044	20,504
Housing repairs	-	38
Housing other costs	27,829	10,034
Village build	620	-
Womens build	6,114	-
IT	2,526	1,187
Vehicles	587	1,340
Miscellaneous items	56	107
Professional services	35,407	9,617
Reimbursement of donations	-	-
Charitable work	12,856	10,930
Tithe	14,040	25,480
Depreciation	4,163	4,163
Accountancy	1,200	1,200
	<hr/>	<hr/>
	382,321	276,986
	<hr/> <hr/>	<hr/> <hr/>
Restricted expenditure	67,423	42,044
Unrestricted expenditure	314,898	234,942
	<hr/>	<hr/>
	382,321	276,986
	<hr/> <hr/>	<hr/> <hr/>



## Embassy

### Notes to the accounts for the year ended 1 September 2024 (continued)

#### 7 Net income/(expenditure) for the year

This is stated after charging/(crediting):	2024 £	2023 £
Depreciation	4,163	4,163
Accountancy fees	360	360
Independent examiner's fee	840	840
	<hr/>	<hr/>

#### 8 Staff costs

Staff costs during the year were as follows:

	2024 £	2023 £
Wages and salaries	202,655	188,261
Social security costs	13,134	11,056
Pension costs	6,077	5,620
	<hr/>	<hr/>
	221,866	204,937
	<hr/>	<hr/>

No employees have employee benefits in excess of £60,000 (2023: zero).

The average number of staff employed during the period was 8 (2023: 8).

The average full time equivalent number of staff employed during the period was 6.4 (2023: 6.3).

The key management personnel of the charity comprise the trustees and the Operations Director

#### 9 Trustee remuneration and expenses, and related party transactions

Neither the management committee nor any persons connected with them received any remuneration during the year. (2023: Nil)

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity, including guarantees, during the year (2023: Nil).

## Notes to the accounts for the year ended 1 September 2024 (continued)

**10 Corporation tax**

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

**11 Tangible Assets**

	Land and Building £	Motor vehicles £	Total £
<b>Cost</b>			
At beginning of year	32,205	16,650	48,855
Additions	24,514	-	24,514
Disposals	-	-	-
At end of year	<u>56,719</u>	<u>16,650</u>	<u>73,369</u>
<b>Depreciation</b>			
At beginning of year	-	4,163	4,163
Disposals	-	-	-
Charge	-	4,163	4,163
At end of year	<u>-</u>	<u>8,326</u>	<u>8,326</u>
<b>Net book value</b>			
At end of year	<u>56,719</u>	<u>8,324</u>	<u>65,043</u>
At beginning of year	<u>32,205</u>	<u>12,487</u>	<u>44,692</u>

**12 Debtors**

	2024 £	2023 £
Other debtors	4,350	4,350
Gift aid debtor	10,056	-
Prepayments and accrued income	18,413	10,107
	<u>32,819</u>	<u>14,457</u>

# Embassy

## Notes to the accounts for the year ended 1 September 2024 (continued)

### 13 Cash at bank and in hand

	2024 £	2023 £
Cash at bank and on hand	560,848	154,153
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	560,848	154,153
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### 14 Creditors: amounts falling due within one year

	2024 £	2023 £
Accruals and deferred income	8,615	5,346
Other creditors	1,212	
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	9,827	5,346
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### 15 Commitments under operating leases

Embassy has minimum lease payments under non-cancellable operating lease as set out below:

	2024 £	2023 £
Not later than one year	48,975	59,900
Later than one year and not later than five	6,000	42,075
	<hr/>	<hr/>
	54,975	101,975
	<hr/> <hr/>	<hr/> <hr/>

# Embassy

Notes to the accounts for the year ended 1 September 2024 (continued)

## 16 Reconciliation of net movement in funds to net cash flow from operating activities

	2024 £	2023 £
<b>Net income/(expenditure) for the year</b>	440,927	(26,564)
<b>Adjustments for:</b>		
Depreciation charge	4,163	4,163
Decrease/(increase) in debtors	(18,362)	(14,457)
Increase/(decrease) in creditors	4,481	5,346
<b>Net cash provided by/(used in) operating activities</b>	<b>431,209</b>	<b>(31,512)</b>

## 17 Analysis of movements in restricted funds

	Balance at 2 September 2023 £	Income £	Expenditure £	Transfers £	Balance at 1 September 2024 £
Village build	8,888	354,051	(405)	-	362,534
Village general	13,250	5,100	-	-	18,350
Womens work	36,021	44,358	(47,973)	-	32,406
Vehicle	11,250	-	(3,750)	-	7,500
Work in Kenya	-	5,000	(5,000)	-	-
Resettlement Manager		30,000	(13,364)	-	16,636
<b>Total</b>	<b>69,409</b>	<b>438,509</b>	<b>(70,492)</b>	<b>-</b>	<b>437,426</b>

### Comparative period

	Balance at 2 September 2022 £	Income £	Expenditure £	Transfers £	Balance at 1 September 2023 £
Village build	8,888	-	-	-	8,888
Village general	12,750	500	-	-	13,250
Womens work	26,032	44,105	(34,116)	-	36,021
Vehicle	15,000	-	(3,750)	-	11,250
Work in Kenya		7,213	(7,213)	-	-
<b>Total</b>	<b>62,670</b>	<b>51,818</b>	<b>(45,079)</b>	<b>-</b>	<b>69,409</b>

## Embassy

### Notes to the accounts for the year ended 1 September 2024 (continued)

<b>Name of restricted fund</b>	<b>Description, nature and purposes of the fund</b>
Village build	The village build is a project to create a 'village' of homes and infrastructure in Greater Manchester for homeless men.
Village general	This is for the running and maintenance of the Village once complete, including staff costs.
Womens work	Womens work is the housing and resettlement work that is specifically for homeless women.
Vehicle	This was for the purchase of a minibus that is now being used to provide transport for the Embassy residents.
Work in Kenya	Some of the Embassy residents and staff travelled to Kenya to help with a building project at an orphanage to broaden the vision of the residents and to encourage a work ethos.
Resettlement Manager	This was for the employment of a Resettlement Manager.

#### 18 Analysis of movement in unrestricted funds

	Balance at 2 September 2023 £	Income £	Expenditure £	Transfers £	As at 1 September 2024 £
General fund	138,547	426,306	(353,396)	-	211,457
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	138,547	426,306	(353,396)	-	211,457
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Comparative period</b>					
	Balance at 2 September 2022 £	Income £	Expenditure £	Transfers £	As at 1 September 2023 £
General fund	171,850	233,468	(266,771)	-	138,547
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	171,850	233,468	(266,771)	-	138,547
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

<b>Name of unrestricted fund</b>	<b>Description, nature and purposes of the fund</b>
General fund	The free reserves after allowing for all designated funds

# Embassy

Notes to the accounts for the year ended 1 September 2024 (continued)

## 19 Analysis of net assets between funds

	General fund £	Designated funds £	Restricted funds £	Total 2024 £
Tangible fixed assets	57,542	-	7,500	65,042
Net current assets/(liabilities)	153,915	-	429,926	583,841
Total	211,457		437,426	648,883
<b>Comparative period</b>				
	General fund £	Designated funds £	Restricted funds £	Total 2023 £
Tangible fixed assets	33,442	-	15,000	44,692
Net current assets/(liabilities)	105,105	-	54,409	163,264
Total	138,547	-	69,409	207,956