

Registered number: 08143670
Charity number: 1177867

HUMBER COMMUNITY ADVICE SERVICES LTD

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31/07/2022**

Prepared By:
Crompton & Co Ltd
Chartered Accountants
682
Anlaby Road
Hull
East Yorkshire
HU3 6UZ

HUMBER COMMUNITY ADVICE SERVICES LTD

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31/07/2022**

TRUSTEES

Mr Alfred Baah
Mr Francis Ahiakpa
Mrs Marie Morgan
Miss Aneesa Akbar
Mrs Prisca Oluotch

REGISTERED OFFICE

Centre 88
Saner Street
Hull
East Yorkshire
HU3 2TR

COMPANY NUMBER

08143670

CHARITY NUMBER

1177867

ACCOUNTANTS

Crompton & Co Ltd
Chartered Accountants
682
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HUMBER COMMUNITY ADVICE SERVICES LTD

**ACCOUNTS
FOR THE YEAR ENDED 31/07/2022**

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TRUSTEES' REPORT
FOR THE YEAR ENDED 31/07/2022

The directors are pleased to present their report together with the financial statements of the company ("the charity") for the year ended 31/07/2022

The directors of the charity are its trustees for the purpose of charity law; and this report also represents the trustees' report required to be prepared by charities.

INCORPORATION

Humber Community Advice Services Limited is a Company Limited by Guarantee governed by its Memorandum and Articles of Association. The company was incorporated on 16th July 2012; and got registered as a charity in April, 2018.

PRINCIPAL ACTIVITIES

Humber Community Advice Services Limited (H-CAS) principal activities are to provide information, advice and guidance to members of the minority ethnic communities in Hull and the surrounding areas.

MAIN OBJECTIVES OF THE COMPANY

The objects of the charity are:

To Promote any charitable purposes for the benefit of socially and economically disadvantaged members of the Refugee, Migrant and Minority Ethnic Communities (Sometimes called Black, Asian, Minority Ethnic and Refugee (BAMER) Communities), in Hull, East Riding and the Humber (Hereinafter called 'The Area Of Benefit') in particular (But not exclusively) by:

- (1) The relief of need, hardship and distress of the Black, Asian, Migrants and Minority Ethnic Communities and Other Communities, particularly newly arrived Refugees and Migrants, especially by the provision of language services, AND Advice and Advocacy regarding matters such as Immigration, Social and Welfare Rights, Health, Housing, Community Integration, Education, Training and Employment;
- (2) The Preservation and Protection of Health by the Provision of Counselling and Advice on Health Issues;
- (3) The Relief of Unemployment of the Beneficiaries by the provision of Vocational and Skills Training, Advice and Support.
- (4) The promotion of Equality and Diversity for the Public Benefit by:
 - (a) the elimination of discrimination on the grounds of race, gender, disability, sexual orientation or religion;
 - (b) advancing education and raising awareness in equality and diversity;
 - (c) promoting activities to foster understanding between people from diverse backgrounds;
 - (d) conducting or commissioning research on equality and diversity issues and publishing the results to the public;

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31/07/2022**

(e) cultivating a sentiment in favour of equality and diversity.

ACHIEVEMENTS AND ACTIVITIES

We were able to expand our workforce and continued to offer free information, advice, and guidance to members of the minority ethnic communities in Hull and the surrounding areas. This was mainly in the areas of debt, benefits, housing, employment, health and well-being; and community involvement.

We also provided immigration advice support, being an immigration advice centre, which is regulated by the Office of the Immigration Services Commissioner (OISC).

Following the Covid-19 pandemic, and the directives and guidance by the Government, we re-organised our operations and continued to support our service users through means including phones, WhatsApp and home visits; paying much attention to those who are elderly, in poor health, or usually isolated. This was challenging, considering that some do not have smart phones with internet or WhatsApp facilities, some are not able to use computers; and some are not IT-literate and neither do they have computers at home. We therefore carried on with our "appointment-only" office attendance, for those who could make it, and where it wasn't possible to provide support through other means.

Thankfully, we were able to support many of our service users on different matters, including:

- a) Accessing healthcare. This continued to be a challenge for people who don't speak English when most consultations were on phone, and at a time when there was so much pressure on medical facilities.
- b) Understanding the government directives and guidelines. A number of our clients needed support to understand the communication or information. We also shared relevant material, where they had been translated into languages which some of our clients could read and understand.
- c) Accessing welfare benefits and carrying out required communication. Benefit claimants at times needed to contact the Job Centre online or on phone – a difficult task for those without English, and IT skills or access.
- d) Co-ordinating communication between our clients, their GPs' surgeries and pharmacies in cases where the clients' prescriptions were sent to particular pharmacies.
- e) Reaching out to re-assure and build confidence among our service users. This was especially useful for the vulnerable ones, to know that there were different sources of support and that they were not alone or forgotten.
- f) Having the necessary information and guidance so that they could protect themselves and others; and also cope better with the challenges and difficulties caused by the Covid-19 pandemic.
- g) Accessing various services as required, and having the necessary supplies when available.

TRUSTEES' REPORT
FOR THE YEAR ENDED 31/07/2022

- h) Promoting peer support among various service users, and encouraging those who could reach each other through any possible means to support where they could.
- i) Correcting misleading information or beliefs around Covid-19, and the vaccinations.

FUNDING

We managed to attract grants from The Home Office's European Union-funded Asylum, Migration and Integration Fund (AMIF), Humber Learning Consortium, North Bank Forum, Hull NHS Clinical Commissioning Group (CCG), The A B David Charity, and Allen Lane Foundation

We sincerely thank the funders and contributors, whose support and grants went a long way in enabling H-CAS to continue its service delivery in the course of the year.

PARTNERSHIP WORKING

Through the European-funded Asylum, Migration and Integration Fund (AMIF), we continued our partnership working with a leading national refugee charity, The British Refugee Council. The partnership brought together not only the Refugee Council, but also various other well-established voluntary sector organisations in Hull and Leeds, to run successful projects in London, Leeds and in Hull.

This continued to give us the opportunity of learning from the experience of some of the bigger and more established organisations, improving our management systems, and in establishing valuable contacts and wider working arrangements in Hull and beyond. We have enjoyed good working relations with all the partner organisations involved. We acknowledge and appreciate them. We look forward to the continued success of the project and the huge benefit that it has brought, and continues to bring, to our respective client groups.

We continued to be part of the Asylum & Refugee Multi Agency Group, which our Chief Officer had chaired from 2018 to 2020. The grouping brings together different agencies or organisations including Hull City Council, Humberside Police, the Department for Work & Pensions (DWP), the MEARS Group (Handling the Home Office contract for housing asylum seekers in our area), Migration Yorkshire, The Methodist Church's "Open Doors Project", City of Sanctuary, the British Red Cross, the Refugee Council, Community Integration & Advocacy Centre (CIAC), City Health Care Partnership (CHCP), Target Housing, Humberside Fire & Rescue Services, Migrant Help, Yorkshire MESMAC Hull and the Welcome House Charity.

The Forum meets bi-monthly to discuss housing, educational and other needs mainly of asylum seekers and refugees in Hull and the East Riding of Yorkshire.

H-CAS continued to be a member of local infrastructure /umbrella organisations including the Hull CVS, Humber All Nations Alliance (HANA), and 'The Forum' (Previously called 'North Bank Forum'). Through these organisations' communication channels and networks, we linked up with various voluntary sector organisations in the area.

With the H-CAS Chief Officer becoming a Board member of the Two Ridings Community Foundation (TRCF), H-CAS' collaborative working within the voluntary sector in our region was further expanded. The Chief Officer's involvement in the TRCF's initiative, the Hull & East Yorkshire Leadership Advocacy Network, which brings together a group of minoritised ethnic community leaders who work collaboratively, provided opportunities for further

TRUSTEES' REPORT
FOR THE YEAR ENDED 31/07/2022

partnership working.

We continued to receive referrals from GPs surgeries (the social prescribing process) and various other organisations, as our network continued to grow. The collaborative working has added great value in the support that our service users receive; and is much appreciated.

TRAINING AND DEVELOPMENT

We continued to encourage our staff and volunteers to undertake relevant trainings whenever possible. Most of these could only be online due to the Covid-related restrictions.

MAIN OBJECTIVES FOR THE FOLLOWING YEAR

In the coming year, the organisation would continue in its efforts to attract funding to enable it to carry on with its activities. We would also be working towards ensuring, as much as possible, that our clients are not left behind due to the challenges caused by the pandemic.

It was anticipated that the demand for our service would be much higher, what with many of our service users having:

- Lost their jobs or sources of income during the lockdown period, and would need various kinds of support as a result.
- Had to contend with some postponed services which they would need to pursue or make appointments for.
- Got into debt for various reasons, including inability to make payments online or over the phone.
- Been isolated, losing the social contacts, and skills (e.g. language) which they had started acquiring.

DIRECTORS

The Directors who held office during the year were as follows:

- Mr Alfred Baah
- Mrs Marie Morgan
- Mr Francis Ahiakpa
- Mrs Prisca Oluotch
- Miss Aneesa Akbar.

TRUSTEES' REPORT
FOR THE YEAR ENDED 31/07/2022

SMALL COMPANIES PROVISIONS

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.


STATEMENT OF DIRECTORS RESPONSIBILITIES

Company law requires the Directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the excess of income over expenditure of the company for that period. In preparing those financial statements, the directors are required to:

- a) select suitable accounting policies and then apply them consistently;
- b) make judgements and estimates that are reasonable and prudent;
- c) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue to operate.

The directors confirm that the accounts comply with the above requirements. The Directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at anytime the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the Board of Directors



Alfred Baah

Director

Date 27/04/2023

HUMBER COMMUNITY ADVICE SERVICES LTD

INDEPENDENT EXAMINER'S STATEMENT

FOR THE YEAR ENDED 31/07/2022

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HUMBER COMMUNITY ADVICE SERVICES LTD

I report on the accounts of the company for the year ended 31/07/2022 .

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £25,000 and I am qualified to undertake the examination by being a qualified member of ICAEW .

Having satisfied myself that the charity is not subject to an audit under company law and is eligible for independent examination, it is my responsibility to:

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

BASIS OF INDEPENDENT EXAMINERS 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 you as 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 me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities
- 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



**INDEPENDENT EXAMINER'S STATEMENT
FOR THE YEAR ENDED 31/07/2022**

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Date: 26/04/2023

Crompton & Co Ltd
Chartered Accountants
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HU3 6UZ

HUMBER COMMUNITY ADVICE SERVICES LTD

**ACCOUNTANTS' REPORT TO THE BOARD OF DIRECTORS ON THE UNAUDITED ACCOUNTS
OF HUMBER COMMUNITY ADVICE SERVICES LTD , FOR THE YEAR ENDED 31/07/2022**

In order to assist you to fulfill your duties under the Companies Act 2006, we have prepared for your approval the accounts of HUMBER COMMUNITY ADVICE SERVICES LTD for the year ended 31/07/2022 as set out on pages 11 to 17 from the company's accounting records and from information and explanations you have given us.

As a practising member of the ICAEW , we are subject to its ethical and other professional requirements which are detailed on their website.

This report is made solely to the Board of Directors of HUMBER COMMUNITY ADVICE SERVICES LTD , as a body, in accordance with the terms of our engagement letter dated 08/02/17 . Our work has been undertaken solely to prepare for your approval the accounts of HUMBER COMMUNITY ADVICE SERVICES LTD and state those matters that we have agreed to state to the Board of Directors of HUMBER COMMUNITY ADVICE SERVICES LTD , as a body, in this report, in accordance with the requirements of the ICAEW as detailed on their website. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than HUMBER COMMUNITY ADVICE SERVICES LTD and its Board of Directors as a body for our work or for this report.

It is your duty to ensure that HUMBER COMMUNITY ADVICE SERVICES LTD has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profitability of HUMBER COMMUNITY ADVICE SERVICES LTD . You consider that HUMBER COMMUNITY ADVICE SERVICES LTD is exempt from the statutory audit requirement for the year .

We have not been instructed to carry out an audit or a review of the accounts of HUMBER COMMUNITY ADVICE SERVICES LTD . For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory accounts.



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26/04/2023

HUMBER COMMUNITY ADVICE SERVICES LTD

**Statement of Financial Activities
for the year ended 31/07/2022**

			2022	2021
	Unrestricted funds	Restricted funds	Total	Total
	£	£	£	£
Income				
Income from generated funds				
Donations and legacies	24,185	88,600	112,785	135,978
Income from Investments	9	-	9	-
Total Income and endowments	24,194	88,600	112,794	135,978
Expenses				
Costs of generating funds				
Expenditure on Charitable activities	822	99,005	99,827	81,384
Total Expenses	822	99,005	99,827	81,384
Net gains on investments				
Net Income	23,372	(10,405)	12,967	54,594
Gains/(losses) on revaluation of fixed assets				
Net movement in funds:				
Net income for the year	23,372	(10,405)	12,967	54,594
Total funds brought forward	(18,724)	75,550	56,826	2,232
Net funds carried forward	4,648	65,145	69,793	56,826

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

HUMBER COMMUNITY ADVICE SERVICES LTD

BALANCE SHEET AT 31/07/2022

	Notes	2022 £	2021 £
FIXED ASSETS			
Tangible assets	3	934	480
CURRENT ASSETS			
Debtors (amounts falling due within one year)	4	25,705	-
Cash at bank and in hand		50,002	60,021
		<u>75,707</u>	<u>60,021</u>
CREDITORS: Amounts falling due within one year	5	<u>6,848</u>	<u>3,675</u>
NET CURRENT ASSETS		<u>68,859</u>	<u>56,346</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>69,793</u>	<u>56,826</u>
CAPITAL AND RESERVES			
Unrestricted funds	7		
General fund		4,648	(18,724)
Restricted funds	8	<u>65,145</u>	<u>75,550</u>
		<u>69,793</u>	<u>56,826</u>

For the year ending 31/07/2022 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved by the board of trustees on 27/04/2023 and signed on their behalf by



Mr Alfred Baah
Trustee

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31/07/2022**

1. ACCOUNTING POLICIES

1a. Basis Of Accounting

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with FRS102 - The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

1b. Incoming Resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

1c. Resources Expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

1d. Allocation And Apportionment Of Costs

All costs relate to the single activity of the charitable company and are recognised accordingly.

1e. Fund Accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Designated funds are funds set aside by the trustees out of unrestricted general funds for the specific future purposes or projects.

1f. Depreciation

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Equipment	reducing balance 20%
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HUMBER COMMUNITY ADVICE SERVICES LTD

1g. Pension Costs

The company operates a defined contribution pension scheme. The pension charge represents the amounts payable by the company to the fund in respect of the year.

2. PENSION CONTRIBUTIONS

	2022	2021
	£	£
Pension contributions	2,343	2,039
	<u>2,343</u>	<u>2,039</u>

3. TANGIBLE FIXED ASSETS

	Equipment	Total
	£	£
Cost		
At 01/08/2021	2,338	2,338
Additions	645	645
At 31/07/2022	<u>2,983</u>	<u>2,983</u>
Depreciation		
At 01/08/2021	1,858	1,858
For the year	191	191
At 31/07/2022	<u>2,049</u>	<u>2,049</u>
Net Book Amounts		
At 31/07/2022	<u>934</u>	<u>934</u>
At 31/07/2021	<u>480</u>	<u>480</u>

4. DEBTORS

	2022	2021
	£	£
Amounts falling due within one year:		
Trade debtors	25,705	-
	<u>25,705</u>	<u>-</u>

HUMBER COMMUNITY ADVICE SERVICES LTD

5. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Other creditors	6,848	3,675
	<u>6,848</u>	<u>-3,675</u>

6. LIMITED BY GUARANTEE

The company is limited by guarantee and does not have a share capital. Each member gives a guarantee to contribute a sum not exceeding £1, to the company should it be wound up. At 31/07/2022 there were 4 members.

7. UNRESTRICTED FUNDS

	Brought forward	Incoming resource s	Outgoing resource s	Transfers	Carried forward
	£	£	£	£	£
General fund	(18,724)	24,194	(822)	-	4,648
	<u>(18,724)</u>	<u>24,194</u>	<u>(822)</u>	<u>-</u>	<u>4,648</u>

8. RESTRICTED FUNDS

	Brought forward	Incoming resource s	Outgoing resource s	Transfers	Carried forward
	£	£	£	£	£
	75,550	88,600	(99,005)	-	65,145
	<u>75,550</u>	<u>88,600</u>	<u>(99,005)</u>	<u>-</u>	<u>65,145</u>

HUMBER COMMUNITY ADVICE SERVICES LTD

Incoming Resources
for the year ended 31/07/2022

	2022	2021
	£	£
Incoming resources		
Incoming resources from generated funds		
Two Ridings Community Foundation	-	15,500
Barrow Cadbury Trust	-	12,168
Sports England/Active Humber	-	2,721
North Bank Forum	15,000	5,000
North Bank Forum/NHS App	2,000	1,000
Allen Lane Foundation	7,000	1,000
A B David Charity	2,000	3,000
Asylum, Migration and Integration Fund (AMIF)/British Refugee Council	66,600	70,032
NHS Hull Clinical Commissioning Group (CCG)	-	19,636
Humber Learning Consortium	20,000	5,921
	<u>112,600</u>	<u>135,978</u>
Donations		
Donations/immigration work	185	-
	<u>185</u>	<u>-</u>
	<u>112,785</u>	<u>135,978</u>
Investment income		
Interest receivable	9	-
	<u>9</u>	<u>-</u>
	<u>9</u>	<u>-</u>
	<u>112,794</u>	<u>135,978</u>

HUMBER COMMUNITY ADVICE SERVICES LTD

**Expenses
for the year ended 31/07/2022**

	2022	2021
	£	£
Expenses		
Costs of generating funds		
Charitable Activities		
Sessional work - Tutor costs	6,045	570
Sessional work - Admin costs	1,320	1,515
Room & Venue Hire	5,288	5,208
Repairs and renewals	315	-
Salaries	67,756	46,510
Covid-19 Bonus	-	1,250
Pension contributions	2,343	2,039
Gifts & Gratuities	150	-
Beneficiaries welfare costs	-	927
Mileage Allowance & Travelling expenses	30	414
Accountancy fees	814	580
Website hosting	173	251
Capacity Building, Training & Development	3,135	3,600
Interpretation & Translation fees	3,250	4,526
Insurance	552	470
Hygiene & Cleaning	1,325	784
Office expenses & Postage	248	1,594
Printing & Photocopying	1,869	1,716
Telephone, Mobile & Internet costs	2,336	2,037
Professional Subscriptions & Registration Fees	2,667	1,150
IT Equipment, Support & Subscriptions	-	5,928
DBS Fees	-	195
Sundry expenses	20	-
Depreciation of equipment	191	120
	<u>99,827</u>	<u>81,384</u>
	<u>99,827</u>	<u>81,384</u>