

Charitable Incorporated Organisation Registration No. 1182990

## **LEIGHTON-LINSLADE HOMELESS SERVICE**

### **ANNUAL REPORT AND FINANCIAL STATEMENTS**

### **FOR THE YEAR 1 APRIL 2023 TO 31 MARCH 2024**

#### **LEGAL AND ADMINISTRATIVE INFORMATION**

<b>Trustees</b>	Gennaro Borelli (Chair) Francis Reedy (Treasurer)
<b>Registration number</b>	1182990
<b>Registered address</b>	Kenilworth, Leopold Road LEIGHTON BUZZARD LU7 2QU
<b>Current Operating Base</b>	Delta House 33 Hockliffe St, Leighton Buzzard LU7 1EZ

## **TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2024**

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the CIO's constitution, the Charities Act 2011 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

### **Objectives and activities**

The objective and aim of the service is the relief of homeless people in Leighton Buzzard and Linslade by providing such people with accommodation support, facilities and services which they could not otherwise afford through lack of means.

### **Achievements and performance**

The service's funding has principally been the transfer of assets from the associated charity Registration 1117896 as the operations of the charity have now been transferred to the CIO. The Charity's income was roughly equally amounts received from donors and grant funding from Central Bedfordshire Council to support the work of the foodbank and associated support to those in need, such as the purchase of furniture for those moving into new accommodation. Since this is the main activity of the CIO the transferred grant funding has been put into the General Fund but separate reporting procedures are in place to provide the information about how the grant funding has been used.

As a result of changes in Government policies and funding in 2021 and provision of additional services to the homeless by Central Bedfordshire Council, the CIO does not provide an emergency night shelter as previously run by the Charity but is operating a foodbank run by volunteers.

The landlord sold the Black Horse in November 2023 and the foodbank is in temporary accommodation at Delta House, owned by Hockliffe Street Baptist Church. As space is limited, this is only suitable as a short term solution and longer term solutions are being pursued.

### **Financial review**

The Charitable Incorporated Organisation (CIO) was registered In April 2019 in the same name as the previous charity. Transfer of assets and liabilities of this charity was delayed due to ongoing issues with NatWest Bank setting up online banking for the new CIO. A bank account for the CIO was subsequently set up with CAF Bank and the assets of the charity have been transferred over to the CIO. Donors have been contacted to transfer their regular giving over to the CIO and all except one have made this change.

The monies held by the charity transferred over to the CIO are shown in these accounts as 'other income'. The legal relationship between the charity and the CIO and the level of turnover do not require group accounts to be prepared but a note to the accounts has been appended to show the combined accounts of the two organisations to provide the information to make a comparison between this year and the previous year's accounts and to see the overall surplus or deficit. The new CIO has a different financial year (1 April to 31 March), so the relevant transactions have been selected to match the charity financial year of 1 June to 31 May.

The CIO achieved a surplus for the year of £18,419 (£350 deficit 2022-23), including a transfer from the Charity of £28,603.

Income will be a combination of donations from local individuals and organisations and grant funding from Central Bedfordshire Council. Income tax recoverable in relation to donations received under Gift Aid is recognised at the time of the donation.

Apart from small residual balances in the charity's two NatWest accounts at year end, all other reserves and assets have transferred over to the CIO and the charity has no continuing operations. The major risks to the CIO are covered by relevant insurance.

### **Structure, governance and management**

The CIO operates under a constitution registered with the Charity Commission on April 2019.

The CIO currently has only two trustees, Frank Reedy and Gennaro Borelli. Frank Reedy, is also the sole Trustee of the Charity. The activities of the CIO are controlled by the Board of Trustees which meets regularly.

All operations of the charity were transferred to the CIO during the 2023-24 financial year. Assuming nothing arises in the meantime, it is the intention to de-register the charity during the 2024-25 financial year as its turnover will be well below the legal requirement to register and there are no activities being undertaken by the charity. There may be a few small residual transactions through the charity's bank accounts so these may remain open for a while longer. No new trustees will be appointed to the charity but new trustees are being sought for the CIO.

### **Frank Reedy FCCA**

Treasurer

Dated: 3 June 2024

## **Independent Examiner's Report**

### **Respective responsibilities of trustees and examiner**

The CIO's trustees are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

The CIO's trustees consider that an audit is not required for this year under section 144 of the 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 applicable Directions given by the Charity Commission (under section 145(5)(b) of the 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 CIO 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 material matters have come to my attention (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act;  
or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Signed: **Sheila Pollard**

Date: 30 October 2024

Name: Sheila Pollard

Relevant professional qualification(s) or body (if any): N/A

Address: 129 Camberton Road, Leighton Buzzard, LU7 2UW

**STATEMENT OF FINANCIAL ACTIVITIES  
INCLUDING INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31 MARCH 2024**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2023-24 £	Total 2022-23 £
<b>Income From</b>					
Donations and Legacies		875		875	-
Grant Income		-		-	-
Charitable Activities		-		-	-
Investments		192		192	-
Other		28,603	237	28,841	-
<b>Total Income</b>		<b>29,671</b>	<b>237</b>	<b>29,908</b>	<b>-</b>
<b>Expenditure On</b>					
Raising Funds		-		-	
Charitable Activities		11,342	147	11,489	350
<b>Total Expenditure</b>		<b>11,342</b>	<b>147</b>	<b>11,489</b>	<b>350</b>
Net Expenditure for the year/ Net Movement in Funds		18,329	90	18,419	(350)
Fund Balances at 1 April 2023		1,360	-	1,360	1,710
Fund Balances at 31 March 2024		<b>19,689</b>	<b>90</b>	<b>19,779</b>	<b>1,360</b>

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

**BALANCE SHEET  
AS AT 31 MARCH 2024**

	Notes	2024 £	2023 £
<b>Current Assets</b>			
Debtors		-	-
Cash at bank and in hand		19,779	1,360
		<b>19,779</b>	<b>1,360</b>
Creditors: Amount falling due within one year		-	-
Net current assets/(liabilities)		<b>19,779</b>	<b>1,360</b>
<b>Income Funds</b>			
Unrestricted Funds		19,689	1,360
Restricted Funds		90	-
Total Funds		<b>19,779</b>	<b>1,360</b>

## **Charity information**

Leighton-Linslade Homeless Service is a Charitable Incorporated Organisation whose objective and aim is the relief of homeless people in Leighton Buzzard and Linslade. It is registered with the Charity Commission.

### **1.1 Accounting convention**

The accounts have been prepared in accordance with the CIO's governing document, the Charities Act 2011 and "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)" (as amended for accounting periods commencing from 1 January 2016). The CIO is a Public Benefit Entity as defined by FRS 102.

The CIO has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The accounts have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The accounts are prepared in sterling, which is the functional currency of the CIO. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

### **1.2 Going concern**

The assumption of duties to the homeless by the Local Authority meant that night shelter closed in early 2021. The food bank continued to operate out of the Black Horse during the year. The CIO has sufficient reserves to cover its costs for at least the next year but is reviewing its long term future in the light the changes to its operating environment.

### **1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the CIO. The CIO has no endowment funds.

### **1.4 Incoming resources**

Income is recognised when the CIO is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the CIO has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the CIO has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Turnover is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

### **1.5 Resources expended**

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.

### **1.6 Cash and cash equivalents**

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

### **1.7 Financial instruments**

The CIO has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the CIO's balance sheet when the CIO becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

#### ***Basic financial assets***

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

#### ***Derecognition of financial assets***

Financial assets are derecognised only when the contractual rights to the cash flows from the asset expire or are settled, or when the CIO transfers the financial asset and substantially all the risks and rewards of ownership to another entity, or if some significant risks and rewards of ownership are retained but control of the asset has transferred to another party that is able to sell the asset in its entirety to an unrelated third party.

#### ***Basic financial liabilities***

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

### ***Derecognition of financial liabilities***

Financial liabilities are derecognised when the CIO's contractual obligations expire or are discharged or cancelled.

#### **1.8 Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the CIO is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### **1.9 Leases**

Rentals payable under operating leases, including any lease incentives received, are charged to income on a straight line basis over the term of the relevant lease.

### **2 Critical accounting estimates and judgements**

In the application of the CIO's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

### **3 Donations and legacies**

	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total 2024 £</b>	<b>Total 2023 £</b>
Donations and gifts	875	-	875	-
Gift Aid	-	-	-	-
Transfer Received from Charity	28,603	237	28,841	-
	<u>29,478</u>	<u>237</u>	<u>29,716</u>	<u>-</u>

#### **Donated goods and services**

##### Donated services

The CIO relies on volunteers to deliver its charitable outcomes.

##### Gifts in kind

Gifts in kind have not been included as incoming resources.

Food collection points are operated at various supermarkets in the Leighton Buzzard area, where members of the public may donate food.

Local churches and other organisations in the area provide the use of facilities for drop-in centres.

#### 4 Charitable activities

	2024	2023
	£	£
Foodbank	11,489	350

There were no support or governance costs as these activities were undertaken on a voluntary basis.

The CIO has no employees.

#### 5 Expenditure on Raising Funds

There was no expenditure in this or the previous year on raising funds.

#### 6 Analysis of movements in funds

##### Designated Funds

The CIO had no designated funds shown under unrestricted funds.

##### Restricted Funds

Restricted funds are those funds where income has been received for a specific purpose and only expenditure for that purpose can be funded from that income. During the reporting period, the CIO had two restricted funds.

	Garden Fund	Utilities Support	Total 2024
	£	£	£
Opening balance	-	-	-
Transferred from CIO	143	94	237
Expenditure incurred	53	94	147
Closing Balance	90	-	90

#### 7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or were reimbursed expenses during the year.

#### 8 Debtors

	2024	2023
	£	£
Amounts falling due within one year:		
Other debtors	-	-

## 9 Creditors: amounts falling due within one year

	2024	2023
	£	£
Accruals and deferred income	-	-

## 10 Combined CIO and Charity Accounts

The table below shows a combined summary of the accounts for both the Charity and the CIO. The effective start date of the CIO's operations was September 2023 and the final transfer of operations over to the CIO was completed in April 2024. The charity's previous year's figures are included for comparison purposes. The total of individual figures may differ slightly from the total shown due to rounding.

The summary deficit for 2023-24 is because grant funding was received in 2022-23 which wasn't expended until 2023-24. The surplus for 2022-23 is very close to the deficit for 2023-24, so overall the picture appears to be break even.

	Charity 2022-23	Charity 2023-24 06/23- 05/24	CIO 2023-24 09/23- 03/24	CIO 2024-25 04/24- 05/24	TOTAL 2023-24 06/23- 05/24
Income					
Donation Income	£15,858	£11,841	£875	£4,127	£16,843
Gift Aid Recoverable	£240	£251			£251
Grant Income	£14,111	£15,548			£15,548
Other Income		£860	£0		£860
Interest	£167	£214	£192		£407
Restricted Transfer to CIO		-£237	£237		£0
Unrestricted Transfer to CIO		-£34,303	£28,603	£5,700	£0
Total Income	£30,376	-£5,826	£29,908	£9,827	£33,909
Expenditure					
Black Horse Utilities etc	£2,060	£2,650			£2,650
Black Horse Other Costs	£1,459	£259			£259
Insurance	£5,846	£2,624		£147	£2,771
Consultancy Fees	£4,085	£9,561			£9,561
Other Costs	£11,318	£10,815	£11,342	£1,282	£23,439
Restricted Expenditure	£445	£86	£147		£233
Total Expenditure	£25,214	£25,994	£11,489	£1,429	£38,912
Surplus / Deficit - Restricted Funds	-£445	-£323	£90	£0	-£233
Surplus / Deficit - General Fund	£5,607	-£31,498	£18,329	£8,398	-£4,771
Opening Balance	£27,000	£32,162	£1,360	£19,779	£33,522
Surplus / Deficit	£5,162	-£31,820	£18,419	£8,398	-£5,003
Closing Balance	£32,162	£342	£19,779	£28,177	£28,519

**11 Operating lease commitments**

At the reporting end date the CIO had no outstanding commitments for future minimum lease payments under non-cancellable operating leases.

**12 Related party transactions**

There were no related party transactions.