

**FRIENDS OF FACTORY ROW**

**UNAUDITED**

**TRUSTEES' REPORT AND FINANCIAL**

**STATEMENTS FOR THE PERIOD ENDED**

**31 MARCH 2025**

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## FRIENDS OF FACTORY ROW

### REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE PERIOD ENDED 31 MARCH 2025

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**Trustees**

Jane Anderton (deceased September 2024)  
Heather Reed (appointed 24 April 2019)  
Jon-Paul Hedge (appointed 24 April 2019)  
Viv Westmoreland (appointed 24 April 2019)  
Nick Pannell, Chair (appointed 24 April 2019)  
Grace Hackeson (appointed 24 April 2019)  
Wendy Avenell (until November 2024)  
Amanda Henderson (appointed 24 April 2019)  
Kate Andrew (appointed 24 April 2019)

Treasurer: Richard Thorpe (appointed June 2022)

**Charity registered  
number**

1183088

**Principal office**

The Leonard Stocks Centre  
Factory Row  
Torquay  
TQ2 5QQ

## **FRIENDS OF FACTORY ROW**

### **TRUSTEES' REPORT(continued) FOR THE PERIOD ENDED 31MARCH 2023**

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The Trustees present their annual report together with the financial statements of the Friends of Factory Row for the period 1 April 2024 to 31 March 2025. The Trustees confirm that the Annual Report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP).

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The charity was registered as a charitable incorporated organisation with the Charity Commission with effect from 24 April 2019.

Trustees are selected in accordance with the provisions of the trust governing document dated 24 April 2019.

#### **METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES**

Is by careful selection based on personal knowledge of existing trustees the majority of whom agree the new trustee be appointed. They normally will have specific knowledge and experience of one or more of the objectives of the Charity.

#### **CHARITABLE AIMS**

The objects of the charity are the prevention or relief of poverty for the public benefit or any need by reason of being homeless, particularly but not exclusively, among homeless people in South Devon by:

- Making grants
- Organising a volunteer programme
- Raising awareness and countering prejudice

#### **PUBLIC BENEFIT**

The Trustees confirm that they have complied with the duty in Section 17(5) of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit in exercising their powers or duties.

They have referred to this guidance when reviewing the academy's aims and objectives and in planning its future activities.

#### **OBJECTIVES AND ACTIVITIES**

##### **OBJECTIVES**

The objectives of the Charity are to relieve poverty for the public benefit especially among homeless people

##### **ACTIVITIES**

It's been a busy year for the Friends with activities on multiple fronts supporting residents at the Leonard Stocks hostel in Torquay in practical ways, engaging new volunteers in the life of the hostel and advocating for the rights and dignity of rough sleepers generally.

## **FRIENDS OF FACTORY ROW**

### **TRUSTEES' REPORT(continued) FOR THE PERIOD ENDED 31MARCH 2023**

During the year we funded weekly lunches at the Leonard Stocks Centre as well as providing resources to help clients start with the basic necessities when moving into their own accommodation.

Nearly all our residents have complex needs which makes life on the streets doubly perilous. So, coming into the hostel where there is specialist support available is a life saver.

Moving residents on into long term, quality accommodation, is the ambition of much of the hostel's work. To help a move go smoothly the Friends spend up to £300 a person on essential white goods to transform an empty flat into a home. Furniture charities are also contacted. Last year, your donations funded around £5,500 worth of move-on support, a £1000 increase on the previous year reflecting the hostel's success in moving residents out of the hostel and in to more independent accommodation.

The Friends help fund those little extras which make life a little easier in the hostel. Christmas was a big success. Presents of pyjamas, hoodies, dressing gowns and socks, bought by the Friends were well received. St Joseph's church also gave presents of toiletries and chocolates.

Friends volunteers organised monthly food and games evenings. These have been well supported by residents and brought food and laughter into the hostel. Thanks to new volunteers we have also been able to organize a weekly lunch club funding the fresh ingredients for a meal and, just as importantly, a social event which brings residents and volunteers together.

The Friends have also supported activities outside of the hostel to help residents connect with the wider community. Thanks to a donation of fishing gear from Paignton Anglers Association residents have been able to try their luck at local fishing marks.

We also funded opportunities for residents to go sailing with the Disabled Sailing Association based in Torquay harbour, an opportunity to build self-esteem and encourage new interest

On Easter morning each resident received a chocolate egg funded by the Friends

Our annual Gazette was circulated in November which shares our work with a wider audience, breaking down prejudices and deepening understanding of the causes of homelessness. Some in local newspapers and brought an increase in donations.

Our website benefitted from free donation of time by Falcon Digital to re-build it so it is a lot more eye-catching and supporters are able to donate online now.

Donations increased this financial year, helped by the Friends of Factory Row bookstall space for which is kindly donated in Torquay Market. An honesty box is managed by the traders. Book supply is building and now easily refills books purchased.

This year was not without its sadness, losing long term Friend and trustee Jane Anderton. Thanks also Wendy Avenell who stood down as trustee after many years as a Friend and supporter of the hostel.

#### **GRANT MAKING POLICY:**

The trustees review the charitable objects when considering making grants to other charities. No large or specific donations were made during the year under review.

#### **FUND RAISING**

The Charity does not use a third-party external fundraiser to generate fund raising income.

#### **FINANCIAL REVIEW**

During the year income totalled £6,149 from external sources and with interest earned of £1,221 resulted in total income of £7,370. Expenditure totalled £9,285, resulting in carried forward unrestricted funds of £52,284, including £314 held in cash.

#### **RESERVES POLICY**

The Trustees review the reserve levels of the Charity annually. This review encompasses the nature of

## **FRIENDS OF FACTORY ROW**

### **TRUSTEES' REPORT(continued) FOR THE PERIOD ENDED 31MARCH 2023**

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income and expenditure streams, the need to match income with commitments and the nature of reserves. The Trustees take into consideration the future plans of the Charity, the uncertainty over future income streams and other key risks identified during the risk review.

The charity trustees believe available reserves at the period end of £52,284 are more than adequate to meet the future needs of the charity, particularly on the basis that the grants made to other charities are at the Trustees discretion.

#### **GOING CONCERN**

After making appropriate enquiries, the trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. The trustees have considered the continued impact of the covid-19 pandemic in 2024/25 in making their assessment and consider it appropriate to continue to adopt the going concern basis in preparing the financial statements.

#### **INFORMATION ON FUNDRAISING PRACTICES**

The trustees monitor Fundraising practices on an ongoing basis at the board of trustee meetings. The charity adopts the Fundraising Regulator standards and is committed to the Code of Fundraising practice. The charity did not use the services of professional fundraisers or commercial participators during the year. During the year the charity received no formal complaints arising from our fundraising.

#### **PLANS FOR FUTURE PERIODS**

The Charity plans to continue to provide programmes and resources in order to continue to meet the stated objectives.

#### **FUNDS HELD AS CUSTODIAN**

The Charity and its Trustees do not act as the Custodian Trustees of any other Charity.

## FRIENDS OF FACTORY ROW

### STATEMENT OF TRUSTEES' RESPONSIBILITIES FOR THE PERIOD ENDED 31 MARCH 2023

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

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, 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 of the Charities SORP (FRS102);
- Make judgments and accounting estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards (FRS102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust deed. 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.

*Approved by order of the members of the board of Trustees on August 20 2025 signed on their behalf by:*

*Signed: Nick Pannell, Chair  
Trustee*

*Amanda Henderson  
Trustee*

*Grace Hackeson  
Trustee*

*Viv Westmoreland  
Trustee*

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# FRIENDS OF FACTORY ROW

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD ENDED 31 MARCH 2023

	<b>Note</b>	<b>2023-24 Total £</b>	<b>2024-25 Total £</b>
<b><u>Income and endowments</u></b>			
Donations and legacies	2		
Donations and membership fees		6,044	5,519
Legacies		0	0
Fundraising	3	787	630
Investment income	4	1,124	1,221
<b>Total income</b>		<b>7,955</b>	<b>7,370</b>
<b><u>Expenditure</u></b>			
Charitable activities	5,6	9,703	9,285
<b>Total expenditure</b>		<b>9,703</b>	<b>9,285</b>
<b>Net movement in funds</b>		<b>(1,748)</b>	<b>(1,915)</b>
<b>Reconciliation of funds</b>			
Total funds brought forward		55,947	54,199
<b>Total funds carried forward</b>	10	<b>54,199</b>	<b>52,284</b>

The Statement of Financial Activities includes all gains and losses recognised in the period.

*The notes on pages 9 to 13 form part of these financial statements.*

## FRIENDS OF FACTORY ROW

### BALANCE SHEET AS AT 31 MARCH 2023

	Note	£
<b>Current assets</b>		
Cash at bank and in hand		52,284
		<u>52,284</u>
<b>Creditors: amounts falling due within one</b>	9	0
<b>year Net current assets</b>		<u>52,284</u>
<b>Total assets less current liabilities</b>		<u><u>52,284</u></u>
<b>Funds of the charity</b>		
Unrestricted funds	10	52,284
<b>Total charity funds</b>		<u><u>52,284</u></u>

*The financial statements were approved by the Board of Trustees on August 20 2025 and authorised for issue and are signed on behalf of the Board by:*

<i>Signed:</i>	<b>Nick Pannell, Chair</b> Trustee	<b>Amanda Henderson</b> Trustee
	<b>Grace Hackeson</b> Trustee	<b>Viv Westmoreland</b> Trustee

*The notes on pages 9 to 13 form part of these financial statements.*

**1. Accounting policies**

**1.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS**

The financial statements have been prepared in accordance with the Charities SORP (FRS102) - 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and 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 Charities SORP (FRS 102) published in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Friends of Factory Row meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

**1.2 INCOME**

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the Charity has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the Charity, can be reliably measured.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

**1.3 EXPENDITURE**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE PERIOD ENDED 31 MARCH 2023**

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**1.4 GRANTS PAYABLE**

Grants payable are payments made to third parties in the furtherance of the charitable objects of the charity. In the case of an unconditional grant offer this is accrued once the recipient has been notified of the grant award. The notification gives the recipient a reasonable expectation that they will receive the grant. Grants awards that are subject to the recipient fulfilling performance conditions are only accrued when the recipient has been notified of the grant and any remaining unfulfilled condition attaching to that grant is outside of the control of the charity.

**1.5 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 institution with whom the funds are deposited.

**1.6 CASH AT BANK AND IN HAND**

Cash at bank and 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.

**1.7 LIABILITIES AND PROVISIONS**

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

**1.8 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.

**1.9 FUND ACCOUNTING**

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

Investment income, gains and losses are allocated to the appropriate fund.

## FRIENDS OF FACTORY ROW

### NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE PERIOD ENDED 31 MARCH 2023

#### 2. Income from donations and legacies

	<i>Total funds</i>	<i>Total funds</i>
	2023	2024
	£	£
Donations:		
Donations and membership fees	7,021	5,519
Legacies	0	0
	<u>7,021</u>	<u>5,519</u>

#### 3. Income from fund raising events

	<i>Total Funds</i>	<i>Total funds</i>
	2023	2024
	£	£
Fundraising	<u>819</u>	<u>630</u>

#### 4. Investment income

	<i>Total Funds</i>	<i>Total funds</i>
	2023	2024
	£	£
Bank interest received	<u>401</u>	<u>1,221</u>

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE PERIOD ENDED 31 MARCH 2023

5. Analysis of expenditure on charitable activities

Summary by fund type

	2023 £	2024 £
Residents expenses	1,090	8,855
Grants to other charities	15,000	0
Printing postage and stationery	502	370
Sundry expenses	85	0
Accountancy fees	0	0
Computer costs	0	0
Bank charges	72	60
	<u>16,749</u>	<u>9,285</u>

6. Analysis of expenditure by activities

	Activities undertaken directly 2024 £	Support costs 2024 £	Total funds 2024 £
Residents food and expenses	2,284	-	2,284
Residents Welcome costs	1,057		1,057
Residents Moving on costs	5,514	-	5,514
Printing, postage and stationery	-	370	370
Sundry expenses	-	0	0
Accountancy fees	-	0	0
Computer costs	-	0	0
Bank charges	-	60	60
	<u>8,855</u>	<u>430</u>	<u>9,285</u>

# FRIENDS OF FACTORY ROW

## NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE PERIOD ENDED 31 MARCH 2023

### 7. Independent examiner's remuneration

	2024-5 £
Fees payable to the Charity's independent examiner for the independent examination of the Charity's annual accounts	0
Fees payable to the Charity's independent examiner in respect of her services	<u>0</u>

### 8. Trustees' remuneration and expenses

During the period, no Trustees received any remuneration or other benefits.

During the period ended 31 March 2025, no Trustee expenses have been incurred.

### 9. Creditors: Amounts falling due within one year

	2024-5 £
Sum due from 2024/25 accounts - still outstanding.	0

### 10. Statement of funds

	Opening balance £	Income £	Expenses £	Cash i/h £	Carried Forward £
Unrestricted: General funds.	54,199	7,370	(9,285)		52,284
	<u>54,199</u>	<u>7,370</u>	<u>(9,285)</u>		<u>52,284</u>

### 11. Analysis of net assets between funds

	Unrestricted £	Total £
Current assets.	52,984	52,984
Creditors due within one year	( 0 )	(0)
	<u>52,984</u>	<u>52,984</u>

FRIENDS OF FACTORY ROW

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NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE PERIOD ENDED 31 MARCH 2023

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