

REGISTERED COMPANY NUMBER: 01893924 (England and Wales)
REGISTERED CHARITY NUMBER: 291484

BRIXTON ADVICE CENTRE

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

Berringers LLP
Lygon House
50 London Road
Bromley
Kent
BR1 3RA

BRIXTON ADVICE CENTRE

REFERENCE AND ADMINISTRATIVE DETAILS
for the year ended 31 March 2023

TRUSTEES

W F Taggart
H L Thompson (resigned 30.11.2022)
J Cottage
N Catto
D McCollum (resigned 30.11.2022)
G R J Beaton
D MacLoughlin
V Tilakapala
L Bertholdi-Saad
C J Stanley (resigned 20.7.2022)
N D Wachman
C C Lynch (appointed 27.7.2022)
V Srirangam (appointed 7.10.2022)

COMPANY SECRETARY

G R J Beaton

REGISTERED OFFICE

167 Railton Road
Herne Hill
London
SE24 OLU

**REGISTERED COMPANY
NUMBER**

01893924 (England and Wales)

**REGISTERED CHARITY
NUMBER**

291484

AUDITORS

Berringers LLP
Lygon House
50 London Road
Bromley
Kent
BR1 3RA

BRIXTON ADVICE CENTRE

REPORT OF THE TRUSTEES for the year ended 31 March 2023

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of 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).

OBJECTIVES AND ACTIVITIES

Objectives and Aims

The principal objectives of the Brixton Advice Centre (the Centre) are to promote access to justice by providing good quality legal advice, assistance and representation to people who would otherwise be unable to afford legal services.

The full statement on the Centre's Vision, Mission and Values is publicly available on its website: <https://brixtonadvice.org.uk/serving-the-community-since-1966/>

The Centre continues to adapt and to improve and, wherever possible, expand the services provided. Other than some residual effect in the very early months of FY 2022-23, the Centre was able to return to providing services as per pre-pandemic times. However, various improvements which were introduced during the pandemic, such as the provision of online advice and expansion of its telephone services, have been built upon and maintained. The existing open-door drop-in service provided a service between 10am and 12pm Monday to Thursday alongside a public advice line, 10am to 3pm Monday to Thursday. People were also seen by prior appointment where appropriate, including outside these hours, five days a week. The Centre also expanded its 'online forms' initiative, which allows it to take self-referrals directly from members of the public or other bodies assisting them e.g. health professionals, Members of Parliament and other advice providers within the borough. In addition, the Centre provided outreach services at a number of locations, including various Norwood and Brixton Food Bank outlets and various community hubs.

Throughout the year staff collected necessary statistical information relating to clients that was then collated to allow further analysis. This included detail on the numbers of clients assisted, demographic information, and the nature of the enquiries. This was used for internal monitoring and service planning, and compliance with funder requirements. It is of note that the data demonstrated that clients now no longer come mainly from the local Brixton area but from across the borough.

Public benefit

The Trustees consider that the objectives and activities of the Centre provides public benefit within the meaning and terms of the Charity Commission.

Volunteers

The Centre continued to enjoy the support of a range of volunteers who assisted with the day-to-day administration of the charity, and the delivery of advice services. It provided many with appropriate opportunities to increase their employability prospects and, in particular, further advance the careers of some in the legal profession and other areas connected with legal rights and remedies e.g., public policy. The Trustees considered it important to provide opportunities for volunteers who are seeking to return to, or secure, employment, particularly local people.

After obtaining very welcome funding from the Walcot Foundation for a Volunteer Development Programme, the Centre continued to develop its volunteering plans and ambitions in order to maximise these opportunities and to increase the scope of its support for the community.

BRIXTON ADVICE CENTRE

REPORT OF THE TRUSTEES for the year ended 31 March 2023

ACHIEVEMENT AND PERFORMANCE

Charitable activities

We are pleased to report that the Centre opened 3,175 new advice matters in the reporting year for 2,492 new clients, in addition to continuing the existing casework on a large number of ongoing cases opened prior to the reporting year. Staff secured significant financial gain for clients in respect of resolving welfare benefits, debt and housing issues that, in turn, provided positive economic impacts on the local community. Other areas of legal advice offered by the Centre have also had a significant impact locally, including the advice offered through our award-winning Online Legal Clinic, which is provided pro bono by volunteer solicitors and barristers in areas of law in which the Centre is not directly funded to work, such as Employment, Contract law, Family law and Criminal law.

The Centre has throughout the year continued its long-established tradition of partnership working with others to ensure as strong an advice service as possible is delivered in the borough, which includes acting as lead partner in an ongoing City Bridge Trust-funded partnership with Centre 70 providing expert advice and support at food banks and around the borough.

The staff and volunteers worked hard to review, maintain and where possible improve upon the systems and procedures needed to maintain compliance with the various quality and compliance standards to which the Centre adheres, including the Law Society's 'Lexcel', a legal practice quality mark for client care, compliance and practice management. The Centre is also regulated by the Financial Conduct Authority for the provision of debt advice to members of the public and adheres to the relevant rules and requirements.

FINANCIAL REVIEW

Principal funding sources

The Centre was pleased to have been able to increase its funding by £59.3k following a reduction in funding in the previous year. The grant from the London Borough of Lambeth continues to be a crucial source of core funding, which for the year ended 31 March 2023 increased to £137.1k of which £25.0k related to a Wellbeing Hub. Other notable funding that included essential contributions to the core running costs of the Centre were City Bridge Trust (£44.8k), Walcot Foundation (£24.7k), Trust for London (£40.0k), Trussell Trust (£22.6k) and Access to Justice (£12.2k). We record our gratitude to them all.

Financial position

Details of the financial transactions of the Centre are given in the accounts. The Centre had a deficit of £0.1k which is a significant improvement on the previous year deficit of £75.1k and reflects the increased income referred to above together with well-controlled costs. The total Unrestricted Funds to be carried forward is £390.9k which are considered sufficient to allow the charity to meet its current and future objectives.

The Centre is exempt from taxation under the provisions relating to charities.

The Centre continues to exercise especial care in respect of cash-flow and this is subject to regular ongoing monitoring and remains a high management priority.

Reserves policy

As part of our Reserves Policy, the Trustees aim to increase the reserves held by the Centre to a point where the net current assets are at least equal to 6 months expenditure, in order to enable the Centre to weather any possible reductions or changes in funding levels, reflecting the overall possible future reductions in public expenditure.

BRIXTON ADVICE CENTRE

REPORT OF THE TRUSTEES for the year ended 31 March 2023

FUTURE PLANS

The Centre continued its outreach work, which included providing advice sessions at local foodbanks funded by City Bridge Trust. In addition, and with new funding from Trussell Trust, the Centre expanded its outreach services significantly by employing a dedicated full-time specialist member of staff to provide services exclusively at food bank outlets around the borough.

The Centre has significantly developed its volunteering policy by recruiting people new to the advice sector, so increasing the number of trained advisors in the sector and developing more opportunities for paid employment. The Centre's Strategic Plan, together with the fundraising strategy, was reviewed and developed to reflect this.

The Centre continues to identify and pilot new approaches to service delivery in the borough in order to maximise its efficiency and impact. It continues to build upon its national award-winning Online Legal Clinic, which allows multiple specialist legal services to be provided by different personnel and different projects/funders but out of one delivery platform using the same core infrastructure. The Centre provides Trust for London funded services to persons experiencing housing issues in the private rented sector using this model alongside a wide range of pro bono services already being offered in areas such as Family and Crime. The Centre also recently expanded the model further with the addition of Specialist Employment advice via a collaboration with Cambridge House Law Centre and intends to further develop it in the coming years.

Responding to the notable and significant increases in demand arising out of the cost-of-living crisis, the Centre continues to target services through outreach by collaborating with others and putting advisers as close to the pressure points of advice demand around the borough as it can, for example at 'warm spaces' over the winter period and 'wellbeing hubs' where members of the community are encouraged to come together and to share support. Given the difficulties arising and as cost of living impacts increase further, the Centre aims to at least double its advice capacity in certain areas such as in debt advice from 2023.

As well as working closely with other advice partners, the Centre also continues to collaborate with Lambeth Larder, an innovative local initiative. The Centre is keen to develop further partnerships within the community in order to ensure the services it provides are properly responsive to the needs the community requires and the issues it is facing.

Staffing

The Council of Management places on record its recognition of the massive contribution made by our Chief Executive Officer who has adapted the Centre to the unforeseen and challenging circumstances of the last few years in particular and guided and managed the staff and volunteers in these exceptional times. The Council of Management also acknowledges the dedication of the staff team during this reporting year: Amarpreet Kaur, Dina Hassan, Harriet Thomas, James Liptrot, Leoney Jackson, Pete Elliott, Sekayi Stara and Simone Samuel. Finally, the Council of Management would like to offer its sincere thanks to the large numbers of volunteers who have assisted with various Centre operations throughout the year, eighteen of whom volunteered their time pro bono supporting the Online Legal Clinic service and others who were recruited and trained and who went on to support core services, in particular the delivery of Welfare Benefits advice, including Ayaz Manji, Ellis Thomas, Luciann Flynn and Samantha Ruston.

BRIXTON ADVICE CENTRE

REPORT OF THE TRUSTEES for the year ended 31 March 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Brixton Advice Centre was incorporated on 8 March 1985 as a company limited by guarantee and was registered as a charity on 18 April 1985. It is therefore governed by a memorandum and articles of association.

The Board of Trustees

The Council of Management (CoM) for the year 2022-23 comprised, as at the start of that year on 1 April 2023, ten trustees elected at the AGM held in December 2021 (Jim Malbon was also re-elected at that meeting but, as was anticipated at that time, he resigned effective 31 March 2022 having ably assisted the Centre with financial matters throughout the 2021-22 financial year) plus Nigel Wachman, who was co-opted on to the CoM by resolution on 30 March 2022. A further trustee, Callum Lynch, was co-opted on to the CoM by resolution on 30 June 2022. Following the resignation of Chris Stanley in summer 2022, Veena Srirangam was co-opted on to the CoM by resolution on 28 September 2022. Thereafter, the CoM was at its maximum membership of 12 until the AGM, held on 30 November 2022. At that AGM, Dave McCollum did not stand for re-election. Horace Thompson was not present and was not re-elected, but subsequently confirmed that he had been unable to attend but had intended to stand down. The CoM has continued with its present membership of 10. Trustees are very grateful to Horace Thompson, Dave McCollum, and Chris Stanley for their individual and collective contributions to the work of the Centre. Trustees are also particularly grateful to Nikky Catto for her work on external recruitment and governance improvement.

As for the Centre's officers, Josephine Cottage remained as Chair and Ross Beaton remained as Secretary throughout 2022-23. As at the start of the financial year, Lucas Bertholdi-Saad was serving as Treasurer, having been elected to that position at the AGM held on 15 December 2021. Lucas Bertholdi-Saad had stated his intention to serve in that role for a limited period, his election having come about following Horace Thompson's resignation from that role, until a new trustee with suitable professional experience and a willingness to serve could be found. Nigel Wachman, who has extensive professional experience in high level financial management, was then co-opted on to the Council of Management on 30 March 2022. Nigel Wachman was subsequently elected as Treasurer on 30 June 2022 and was confirmed in that role at the 30 November 2022 AGM.

The Memorandum and Articles of Association allow for up to twelve trustees. The Council of Management is not recruiting at the present time, but continues to reflect internally on how to broaden its range of expertise and its representation so as to ensure it reflects the community the Centre serves.

The Council of Management met on a monthly basis during the year, using a mixture of in-person and online meetings, and also held occasional ad hoc meetings online, which were well attended, to deal with specific issues as required.

The AGM on 30 November 2022, by contrast with the previous two AGMs, was unaffected by coronavirus or any other public health issues. It was held in person, with full notice having been given and good attendance being achieved, and proceeded entirely in the usual way as per pre-pandemic norms.

Recruitment and appointment of new trustees

The Centre is controlled by Trustees who are elected to the Council of Management at the Annual General Meeting. Trustees are recruited through advertisements and word of mouth, with particular emphasis on the need to reflect the local community. All directors of the company are also trustees of the charity, and there are no other trustees. All the trustees named served at some point during the year apart from those trustees appointed after the year end. The Council of Management has the power to appoint additional trustees as it considers appropriate to do so. Once a new trustee has been appointed by the Council of Management they are inducted by the Chief Executive with the assistance of the Officers of the Council of Management. All prospective trustees must agree to the Centre's Trustee Code of Conduct before being accepted as a Trustee of the Centre.

Organisational structure

The Centre is organised so that the Council of Management meets regularly to manage its affairs. The Centre has a full-time Chief Executive who is accountable to the Council of Management and who manages the day-to-day administration of the charity.

BRIXTON ADVICE CENTRE

**REPORT OF THE TRUSTEES
for the year ended 31 March 2023**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Key management remuneration

	2023	2022
	£	£
Key management compensation	<u>55,532</u>	<u>54,958</u>

Risk management

The Council of Management regularly reviews the major risks the charity faces and has agreed that it will continue its efforts to increase reserves to the equivalent of 6 months running costs so as to ensure it has a reasonable level of resources in the advent of unforeseen circumstances. The Council of Management has also examined other operational and business risks faced by the charity and confirms they have established systems to mitigate the significant risk.

Every member of the Centre undertakes to contribute an amount not exceeding twenty-five pence in the event of winding-up of the Centre whilst they are a member or, within one year after their membership has ceased.

TRUSTEES' RESPONSIBILITY STATEMENT

The trustees (who are also the directors of Brixton Advice Centre for the purposes of company law) are responsible for preparing the Report of the trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

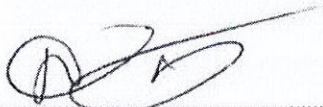
In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

The auditors, Berringers LLP, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by order of the board of trustees on 28/06/2023 and signed on its behalf by:



G R J Beaton - Trustee

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF BRIXTON ADVICE CENTRE

Opinion

We have audited the financial statements of Brixton Advice Centre (the 'charitable company') for the year ended 31 March 2023 which comprise the Statement of financial activities, the Balance sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2023 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual report, other than the financial statements and our Report of the independent auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the trustees has been prepared in accordance with applicable legal requirements.

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF BRIXTON ADVICE CENTRE

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to take advantage of the small companies exemption from the requirement to prepare a Strategic report or in preparing the Report of the trustees.

Responsibilities of trustees

As explained more fully in the Trustees' responsibilities statement, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the independent auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and error, we considered the following:

- the nature of the industry, control environment and business performance;
- results of our enquiries to management about their own assessment of the risks of fraud and error;
- the matters discussed among the audit engagement team regarding how and where fraud may occur in the financial statements and any potential indicators of fraud.

Our procedures to respond to risk include the following:

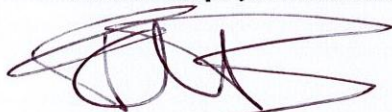
- reviewing the financial statement disclosures and testing to supporting documentation;
- performing analytical procedures to identify any unusual or unexpected areas that may indicate risks of material misstatement due to fraud or error;
- addressing the risk of fraud and error through management override of controls, testing the appropriateness of journals, assessing whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
BRIXTON ADVICE CENTRE**

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Paul Allan BSocSc FCA (Senior Statutory Auditor)
for and on behalf of Berringers LLP
Lygon House
50 London Road
Bromley
Kent
BR1 3RA

Date:

28/6/23

BRIXTON ADVICE CENTRE

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
for the year ended 31 March 2023**

		Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
	Notes				
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	6,408	-	6,408	6,559
Charitable activities	4				
Provision of legal advice		197,435	127,540	324,975	205,402
Investment income	3	263	-	263	39
Total		<u>204,106</u>	<u>127,540</u>	<u>331,646</u>	<u>212,000</u>
EXPENDITURE ON					
Charitable activities	5				
Provision of legal advice		<u>204,237</u>	<u>127,540</u>	<u>331,777</u>	<u>287,115</u>
NET INCOME/(EXPENDITURE)		(131)	-	(131)	(75,115)
RECONCILIATION OF FUNDS					
Total funds brought forward		390,988	-	390,988	466,103
TOTAL FUNDS CARRIED FORWARD		<u><u>390,857</u></u>	<u><u>-</u></u>	<u><u>390,857</u></u>	<u><u>390,988</u></u>

The notes form part of these financial statements

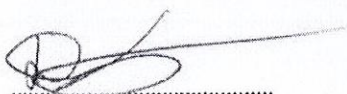
BRIXTON ADVICE CENTRE

**BALANCE SHEET
31 March 2023**

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
FIXED ASSETS					
Tangible assets	9	380,448	-	380,448	389,446
CURRENT ASSETS					
Debtors	10	28,234	-	28,234	17,205
Cash at bank and in hand		131,236	-	131,236	148,092
		<u>159,470</u>	<u>-</u>	<u>159,470</u>	<u>165,297</u>
CREDITORS					
Amounts falling due within one year	11	(125,883)	-	(125,883)	(128,906)
NET CURRENT ASSETS		<u>33,587</u>	<u>-</u>	<u>33,587</u>	<u>36,391</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>414,035</u>	<u>-</u>	<u>414,035</u>	<u>425,837</u>
CREDITORS					
Amounts falling due after more than one year	12	(23,178)	-	(23,178)	(34,849)
NET ASSETS		<u>390,857</u>	<u>-</u>	<u>390,857</u>	<u>390,988</u>
FUNDS	14				
Unrestricted funds				390,857	390,988
TOTAL FUNDS				<u>390,857</u>	<u>390,988</u>

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

The financial statements were approved by the Board of Trustees and authorised for issue on 28/06/2023 and were signed on its behalf by:



G R J Beaton - Trustee

The notes form part of these financial statements

BRIXTON ADVICE CENTRE
NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 March 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Critical accounting judgements and key sources of estimation uncertainty

In the application of the charity'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 revision and future periods where the revision affects both current and future periods.

Income

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

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 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.

Governance costs

Governance expenditure includes all expenditure not directly related to the charitable activity or fund raising ventures. This includes costs of legal, professional and audit fees.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property	- 0 - 10% on cost
Fixtures and fittings	- 25% on cost and 20% on cost

Assets are reviewed regularly for impairment and the residual value confirmed and no adjustment deemed necessary.

Taxation

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

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.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

BRIXTON ADVICE CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued **for the year ended 31 March 2023**

1. ACCOUNTING POLICIES - continued

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of financial activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

The Centre participates in a stake holder pension scheme and contributes 4% for each participating employee.

2. DONATIONS AND LEGACIES

	2023	2022
	£	£
Donations	<u>6,408</u>	<u>6,559</u>

3. INVESTMENT INCOME

	2023	2022
	£	£
Deposit account interest	<u>263</u>	<u>39</u>

4. INCOME FROM CHARITABLE ACTIVITIES

		2023	2022
	Activity	£	£
Grants	Provision of legal advice	288,516	229,166
Legal Aid & advice	Provision of legal advice	<u>36,459</u>	<u>(23,764)</u>
		<u>324,975</u>	<u>205,402</u>

Grants received, included in the above, are as follows:

	2023	2022
	£	£
Lambeth Borough Council	137,109	102,000
City Bridge Trust	44,871	51,600
Access to Justice Foundation	12,196	25,000
Trust for London	40,500	20,000
Walcot Foundation	29,749	24,749
Toynbee Hall	-	5,817
Lambeth Larder	1,500	-
Trussell Trust	<u>22,591</u>	<u>-</u>
	<u>288,516</u>	<u>229,166</u>

Brixton Advice Centre is in partnership with Centre 70. As the lead applicant they receive funds on behalf of Centre 70 and pass them on. At the request of City Bridge Trust, the amount received from them is accounted for by including the total receipt in income and the amount paid to Centre 70 as an expense.

	2023	2022
	£	£
Amount received from City Bridge Trust	44,871	51,600
Amount paid to Centre 70	<u>26,802</u>	<u>25,694</u>
Amount relating to Brixton Advice Centre	<u>18,069</u>	<u>25,906</u>

BRIXTON ADVICE CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued **for the year ended 31 March 2023**

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs £	Totals £
Provision of legal advice	<u>326,577</u>	<u>5,200</u>	<u>331,777</u>

6. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2023 £	2022 £
Auditors' remuneration	5,200	5,000
Depreciation - owned assets	9,581	9,623
Hire of plant and machinery	<u>2,593</u>	<u>2,516</u>

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

8. STAFF COSTS

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

	2023	2022
Advice Services	7	6
Administration	<u>1</u>	<u>1</u>
	<u>8</u>	<u>7</u>

No employees received emoluments in excess of £60,000.

BRIXTON ADVICE CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 March 2023**

9. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Totals £
COST			
At 1 April 2022	508,673	32,663	541,336
Additions	-	583	583
	<u>508,673</u>	<u>33,246</u>	<u>541,919</u>
At 31 March 2023	508,673	33,246	541,919
DEPRECIATION			
At 1 April 2022	124,623	27,267	151,890
Charge for year	7,064	2,517	9,581
	<u>131,687</u>	<u>29,784</u>	<u>161,471</u>
At 31 March 2023	131,687	29,784	161,471
NET BOOK VALUE			
At 31 March 2023	<u>376,986</u>	<u>3,462</u>	<u>380,448</u>
At 31 March 2022	<u>384,050</u>	<u>5,396</u>	<u>389,446</u>

The Freehold property was previously considered restricted as per the terms of the Big Lottery Grant (now known as The National Lottery Community Fund) that was granted to purchase and refurbish the property. In 2019 The National Lottery Community Fund approved a policy decision to reduce the Asset Liability Periods for historic grant agreements and the Asset Liability Period under the grant agreement for this property expired on 24 November 2009. The National Lottery Community Fund confirmed the Centre is released from the restriction.

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Trade debtors	4,703	-
Other debtors	1,525	-
VAT	-	420
Prepayments and accrued income	22,006	16,785
	<u>28,234</u>	<u>17,205</u>

BRIXTON ADVICE CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 March 2023**

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Bank loans and overdrafts (see note 13)	10,003	9,780
Trade creditors	1,349	842
Social security and other taxes	5,411	3,950
VAT	629	-
Other creditors	594	175
Client monies	4,810	24,715
Deferred income	49,294	24,749
Accrued expenses	53,793	64,695
	<u>125,883</u>	<u>128,906</u>

12. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2023	2022
	£	£
Bank loans (see note 13)	<u>23,178</u>	<u>34,849</u>

13. LOANS

An analysis of the maturity of loans is given below:

	2023	2022
	£	£
Amounts falling due within one year on demand:		
Bank loans	<u>10,003</u>	<u>9,780</u>
Amounts falling between one and two years:		
Bank loans - 1-2 years	<u>20,594</u>	<u>9,970</u>
Amounts falling due between two and five years:		
Bank loans - 2-5 years	<u>2,584</u>	<u>24,879</u>

14. MOVEMENT IN FUNDS

	At 1.4.22	Net movement in funds	At 31.3.23
	£	£	£
Unrestricted funds			
General fund	390,988	(131)	390,857
	<u>390,988</u>	<u>(131)</u>	<u>390,857</u>
TOTAL FUNDS	<u>390,988</u>	<u>(131)</u>	<u>390,857</u>

BRIXTON ADVICE CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 March 2023

14. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	204,106	(204,237)	(131)
Restricted funds			
City Bridge Trust	39,700	(39,700)	-
Trust for London	40,500	(40,500)	-
Walcot Foundation	24,749	(24,749)	-
Trussell Trust	22,591	(22,591)	-
	<u>127,540</u>	<u>(127,540)</u>	<u>-</u>
TOTAL FUNDS	<u>331,646</u>	<u>(331,777)</u>	<u>(131)</u>

Comparatives for movement in funds

	At 1.4.21 £	Net movement in funds £	At 31.3.22 £
Unrestricted funds			
General fund	466,103	(75,115)	390,988
	<u>466,103</u>	<u>(75,115)</u>	<u>390,988</u>
TOTAL FUNDS	<u>466,103</u>	<u>(75,115)</u>	<u>390,988</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	109,834	(184,949)	(75,115)
Restricted funds			
City Bridge Trust	51,600	(51,600)	-
Toynbee Hall	5,817	(5,817)	-
Trust for London	20,000	(20,000)	-
Walcot Foundation	24,749	(24,749)	-
	<u>102,166</u>	<u>(102,166)</u>	<u>-</u>
TOTAL FUNDS	<u>212,000</u>	<u>(287,115)</u>	<u>(75,115)</u>

BRIXTON ADVICE CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 March 2023

14. MOVEMENT IN FUNDS - continued

City Bridge Trust	Originally a three-year contract to fund the costs of advice being delivered in foodbanks by a trained adviser, which was extended by a further two years. The final end date is September 2023. The service is provided by BAC and Centre 70, with BAC being the lead partner.
Trust for London	A three year contract which funds a Housing Solicitor, who coordinates a team of pro bono lawyers, to provide online and digital housing advice services across Lambeth and South London to persons living in the private rented sector.
Walcot Foundation	A three year contract that funds volunteer development at BAC in order to increase service delivery capacity and provide a learning and development pathway for the volunteers involved.
Trussell Trust	A three-year contract to provide specialist advice services at outreach venues around the Lambeth borough. The contract funds a full-time member of BAC staff who works predominantly offsite at local food bank venues.
Toynbee Hall	A rolling grant to provide debt advice services as part of the 'Debt Free London' debt advice partnership. Funding was provided through various government-sponsored financial guidance initiatives, culminating in the Money and Pensions Service taking over responsibility including for grant distribution when it was formed in April 2019. Toynbee Hall were the primary grant holder with partner members, including BAC, sub-grantees. BAC chose to leave the partnership at the end of the 20-21 financial year.

15. RELATED PARTY DISCLOSURES

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

16. CLIENTS BANK ACCOUNTS

	2022	2022
	£	£
Monies held in client bank accounts	<u>4,810</u>	<u>24,715</u>