

COMMUNITY ADVICE CAUSEWAY

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2020

The trustees present their report and financial statements for the year ended 31 March 2020.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Companies Act 2006 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) (effective 1 January 2015)"

Objectives and activities

The mission of the Charity is to ensure that individuals do not suffer due to:

- Lack of knowledge of their rights and responsibilities
- Lack of knowledge of the services available to them
- An inability to express their needs effectively
- To exercise a responsible influence on the development of laws, policies and services locally, regionally and nationally.

The Charity assists in the provision of a free, independent, confidential and impartial service of advice, information and counsel for the public and with the implementation of such advice on different areas of the law including consumer, employment legislation, social security benefits, money advice, health, housing rights, education, travel, legal, tax, utility, immigration, discrimination and representation at tribunals. The Charity aims to reduce stress, worry and empower clients through the provision of these services. The Charity seeks to make representations to and influence Government and other bodies regarding the development and implementation of appropriate policies. The community benefits through benefit awareness sessions and money advice sessions by educating them on their rights. These services are available to everyone regardless of race, gender, sexuality, age, nationality, disability or religion, who live in the council area of Causeway Coast & Glens.

COVID19

Covid 19 has impacted our community significantly and it was, therefore, imperative for us to continue delivering our service at full staffing levels. A Covid risk assessment was carried out and most staff have been working at home. We have been operating mainly without face-to-face services, delivering advice via digital means to all but the most vulnerable. We have met funders' requirements on all contracts and have not experienced any significant reduction in funding as a result.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements and performance

Financial review

During the current financial year the charity performed as expected, with a decrease in the net deficit in the current year relative to the prior year. The net surplus for the year to 31 March 2020 was £18,764 (2019: net deficit of £17,761).

The Charity regularly reviews its policy on risk. The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks. The main risks to the charity are associated with being adequately funded to continue with its main objectives. The charity is heavily dependent on grants the Causeway Coast & Glens Council.

The Charity plans to continue to spend resources in order to achieve its mission, as set out above.

Structure, governance and management

Community Advice Causeway is a charitable company limited by guarantee. It is governed by its memorandum and articles of association. It is registered as a charity with the Charity Commission for Northern Ireland. The company is recognised as a charity by HMRC (Charity Number: NIC 103018).

COMMUNITY ADVICE CAUSEWAY

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

J Ramsey

D Martin

AT McWilliams

M Gordon

D Powell

D Johnston

T Faure

Recruitment and appointment of trustees

Trustees are recruited by a formal application, interview, assessment and appointment process. This process is carried out by the Trustee Board. No persons external to the charity are entitled to appoint trustees. Successful applicants follow an induction process carried out in part by the Chief Officer and in part by the Trustee Board. We operate a training and development policy for our Trustee Board, including an annual skills audit.

Organisational structure and decision making

Operational day-to-day decisions are delegated to the Chief Officer, Samantha Boswell. Financial and strategic decisions are the responsibility of the Board. Trustee Board sub-groups are responsible for Governance, Human Resources and Finance decisions, meeting quarterly. General Trustee Board meetings are also held quarterly.

Relationship with related parties

There were no associations with related parties during the current financial year.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

Employee involvement

Applications for employment by disabled persons are always fully considered, bearing in mind the aptitudes of the applicant concerned. In the event of members of staff becoming disabled, every effort is made to ensure that their employment within the charity continues and that the appropriate training is arranged. It is the policy of the charity that the training, career development and promotion of disabled persons should, as far as possible, be identical to that of other employees.

COMMUNITY ADVICE CAUSEWAY

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

Statement of trustees' responsibilities

The trustees, who are also the directors of Community Advice Causeway for the purpose of company law, 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).

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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. 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.

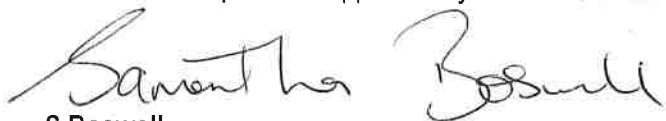
Auditor

The auditor, Irwin Donaghey Stockman LLP, is deemed to be reappointed under section 487(2) of the Companies Act 2006.

Disclosure of information to auditor

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

The trustees' report was approved by the Board of Trustees.



S Boswell
Secretary

Dated: 24 March 2021