

Charity Registration No. 1155545

Company Registration No. 08657101 (England and Wales)

**CAMBRIAN HOUSING SERVICES (WIRRAL) LIMITED**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2019**

# CAMBRIAN HOUSING SERVICES (WIRRAL) LIMITED

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Mrs H E Rogers Mr W J Price
<b>Chief executive officer</b>	Miss G Parker
<b>Charity number</b>	1155545
<b>Company number</b>	08657101
<b>Registered office</b>	4 Waterford Road Prenton Wirral Merseyside CH43 6UT
<b>Independent examiner</b>	Helen Furlong FCCA McLintocks (NW) Limited 46 Hamilton Square Birkenhead Wirral Merseyside CH41 5AR
<b>Bankers</b>	Allied Irish Bank 1 St Pauls Square Old Hall Street Liverpool Merseyside L3 9PP
<b>Solicitors</b>	Bermans LLP Lancaster House Mercury Court Tithebarn Street Liverpool Merseyside L2 2QP

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# CAMBRIAN HOUSING SERVICES (WIRRAL) LIMITED

## CONTENTS

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	<b>Page</b>
Trustees' report	1 - 3
Independent examiner's report	4
Statement of financial activities	5
Balance sheet	6
Notes to the financial statements	7 - 10

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# **CAMBRIAN HOUSING SERVICES (WIRRAL) LIMITED**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)**

***FOR THE YEAR ENDED 31 AUGUST 2019***

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The trustees present their report and financial statements for the year ended 31 August 2019.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, 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)" (as amended for accounting periods commencing from 1 January 2016)

### **Objectives and activities**

Our charity's purposes as set out in the objects contained in the company's memorandum of association are :

For the public benefit to provide independent living services for vulnerable adults and people with mental health issues across the Wirral Peninsula in such ways as the charity trustees think fit, in particular :

- By providing high quality residential accommodation to clients from the local community;
- By providing respite beds for the local CCG
- Training clients in independent living skills;
- Enabling clients to forge links with the local community.

Our aims fully reflect the purposes that the charity was set up to further.

We review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each activity and the benefits they have brought to our client group. The review also helps us ensure our aims, objectives and activities remain focused on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

### **Significant activities**

Our main activity is the provision of high quality accommodation to provide supported living to vulnerable adults with a mental health problem. Each client has a full assessment prior to being offered a tenancy. A support package is provided and each client's needs are discussed and detailed in an individual support plan. The aim of the support plan is to equip each client with daily living skills, social skills, educational and employment opportunities. The promotion of independence is at the core of all of the support provided, thus enabling each client to feel empowered and fulfilled. Clients are encouraged and supported to engage and forge links with the wider community and other agencies. The length of each tenancy will vary depending on the abilities and skills of each client. Each client's needs, support and future goals and aims are reviewed quarterly to ensure the appropriate support is being delivered.

Due to the success of our programme of recreational activities we have been able to offer such activities to other members of the community who are in receipt of low level housing support but who have a diagnosis of mental health problems.

### **Achievements and performance**

The past 12 months have seen Cambrian House reach full occupancy for long periods of time. Due to the nature of the needs of some of our clients, sometimes the need for more specialised support is needed and we work with other professional agencies to ensure the client is placed in the appropriate setting for their specific requirements. Therefore, there will be times when we have a vacancy, as the process for admission includes thorough assessments and visits prior to admission and this may take several weeks.

# **CAMBRIAN HOUSING SERVICES (WIRRAL) LIMITED**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)** ***FOR THE YEAR ENDED 31 AUGUST 2019***

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### **Financial review**

Income resources for the year amounted to £106,917 (2018 £97,503) and resources expended amount to £105,478 (2018 £96,804) leaving a surplus for the year of £1,439 (2018 £699). This added to the reserves brought forward of £1,240 leaves reserves carried forward of £2,679. Cash at bank stood at £19,773.

The Trustees have examined the charity's requirements for reserves in the light of the main risks to the organisation and utilise a Risk Register to monitor financial threats to the organisation. The Trustees plan to ensure there is a minimum of three months running costs and salaries held in reserves. Currently this would equate to £24,200 and the Trustees are looking for ways to achieve this minimum level.

The funding source for the charity is enhanced housing benefit, which is claimed by each client and paid direct to the charity. At the end of the financial year, the accommodation had good occupancy levels and the charity was in receipt of enhanced housing benefit for all its tenants.

The charity plans to continue to pursue its purposes and objectives. Several activities and leisure groups are offered to its tenants and other members of the local community with mental health problems.

A walking group, quiz group, meditation therapies, arts and crafts group, local 5 a side football league and pool group are run from Cambrian House weekly.

# **CAMBRIAN HOUSING SERVICES (WIRRAL) LIMITED**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)** **FOR THE YEAR ENDED 31 AUGUST 2019**

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

The organisation is a charitable company limited by guarantee, incorporated on 20th August 2013. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

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:

Mrs H E Rogers

Mr W J Price

Under the Memorandum and Articles of Association, one third of the Trustees must retire at each Annual General Meeting by rotation and may seek re-election; a minimum of two trustees will form the Board of Trustees. The Trustees seek to identify potential trustees who can benefit the organisation and in the forthcoming year the charity will continue to actively seek to recruit new Trustees.

Miss G Parker is the Chief Executive Officer of the charity. Miss Parker is responsible for ensuring that the charity delivers the services specified, following its purposes and objectives, that its quality is monitored, and any risks are identified, assessed and reviewed on a quarterly basis.

The charity trustees are Mrs Helen Rogers and Mr William Price. Mrs Helen Rogers has experience of working with clients with mental health issues and Mr William Price is employed in the finance sector.

Both the Chief Executive Officer and trustees give their time voluntarily and received no benefits from the charity.

An Annual General Meeting was held with the CEO and Trustees on 1st September 2019. All parties present were given copies of the minutes.

### **Risk management**

The Trustees have a duty to identify and review the risks to which the Charity is exposed to and ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

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

.....

**Mrs H E Rogers**

Trustee

Dated: .....

# **CAMBRIAN HOUSING SERVICES (WIRRAL) LIMITED**

## **INDEPENDENT EXAMINER'S REPORT**

### **TO THE TRUSTEES OF CAMBRIAN HOUSING SERVICES (WIRRAL) LIMITED**

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I report to the trustees on my examination of the financial statements of Cambrian Housing Services (Wirral) Limited (the charity) for the year ended 31 August 2019.

#### **Responsibilities and basis of report**

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.

Helen Furlong FCCA  
McLintocks (NW) Limited

46 Hamilton Square  
Birkenhead  
Wirral  
Merseyside  
CH41 5AR

Dated: .....

# CAMBRIAN HOUSING SERVICES (WIRRAL) LIMITED

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

**FOR THE YEAR ENDED 31 AUGUST 2019**

	Notes	Unrestricted funds 2019 £	Unrestricted funds 2018 £
<b><u>Income from:</u></b>			
<u>Charitable activities</u>			
Supported Living Services	2	106,917	97,503
		<hr/>	<hr/>
<b><u>Expenditure on:</u></b>			
Charitable activities	3	105,478	96,804
		<hr/>	<hr/>
<b>Net income for the year/ Net movement in funds</b>		1,439	699
Fund balances at 1 September 2018		1,240	541
		<hr/>	<hr/>
<b>Fund balances at 31 August 2019</b>		<u>2,679</u>	<u>1,240</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.



# CAMBRIAN HOUSING SERVICES (WIRRAL) LIMITED

## BALANCE SHEET

AS AT 31 AUGUST 2019

	Notes	2019 £	£	2018 £	£
<b>Current assets</b>					
Debtors	7	21,967		22,389	
Cash at bank and in hand		19,773		12,595	
		<u>41,740</u>		<u>34,984</u>	
<b>Creditors: amounts falling due within one year</b>	8	(39,061)		(33,744)	
Net current assets			2,679		1,240
<b>Income funds</b>					
Unrestricted funds			2,679		1,240
			<u>2,679</u>		<u>1,240</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 August 2019.

The trustees acknowledges his responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the Trustees on .....

.....  
Mrs H E Rogers  
Trustee

Company Registration No. 08657101

# CAMBRIAN HOUSING SERVICES (WIRRAL) LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 31 AUGUST 2019**

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### **1 Accounting policies**

#### **Charity information**

Cambrian Housing Services (Wirral) Limited is a private company limited by guarantee incorporated in England and Wales. The registered office is 4 Waterford Road, Prenton, Wirral, Merseyside, CH43 6UT.

#### **1.1 Accounting convention**

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

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

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

#### **1.2 Going concern**

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### **1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

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 financial statements.

#### **1.4 Incoming resources**

Income is recognised when the charity 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 charity 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.

#### **1.5 Resources expended**

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 that 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.

# CAMBRIAN HOUSING SERVICES (WIRRAL) LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

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### 1 Accounting policies

(Continued)

#### 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 charity 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 charity's balance sheet when the charity 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.

##### **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 charity'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 charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

# CAMBRIAN HOUSING SERVICES (WIRRAL) LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2019

### 2 Charitable activities

	Supported Living Services 2019 £	Supported Living Services 2018 £
Supported living services	106,917	97,503

### 3 Charitable activities

	Supported Living Services 2019 £	Supported Living Services 2018 £
Staff costs	31,584	31,581
Rent, rates & water	50,165	44,050
Postage & stationary	180	175
Sundries	836	1,170
Waste & cleaning	2,564	1,891
Food	17,007	15,902
Travel expenses	38	93
Premises costs	1,904	742
	104,278	95,604
Share of governance costs (see note 4)	1,200	1,200
	105,478	96,804

### 4 Support costs

	Support costs £	Governance costs £	2019 £	Support costs £	Governance costs £	2018 £
Accountancy & legal fees	-	1,200	1,200	-	1,200	1,200
	-	1,200	1,200	-	1,200	1,200
Analysed between Charitable activities	-	1,200	1,200	-	1,200	1,200

# CAMBRIAN HOUSING SERVICES (WIRRAL) LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2019

### 5 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

### 6 Employees

#### Number of employees

The average monthly number of employees during the year was:

	2019 Number	2018 Number
Catering	1	1
Cleaning	1	1
	<u>2</u>	<u>2</u>

#### Employment costs

	2019 £	2018 £
Wages and salaries	<u>31,584</u>	<u>31,581</u>

There were no employees whose annual remuneration was £60,000 or more.

### 7 Debtors

	2019 £	2018 £
<b>Amounts falling due within one year:</b>		
Trade debtors	1,653	2,075
Other debtors	20,314	20,314
	<u>21,967</u>	<u>22,389</u>

### 8 Creditors: amounts falling due within one year

	2019 £	2018 £
Other creditors	37,861	32,544
Accruals and deferred income	1,200	1,200
	<u>39,061</u>	<u>33,744</u>

### 9 Related party transactions

There were no disclosable related party transactions during the year (2018 - none).