

# London Nightline

Trustees Report and Financial Statements

for the year ended 30 June 2017

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# London Nightline

## Legal and Administrative Information

<b>Charity No.</b>	1015744	
<b>Charity Address</b>	London Nightline c/o Student Central Malet Street London WC1E 7HY	
<b>Trustees</b>	Dr Tristan Bate Dr Eleni Markou Professor Raanan Gillon Rev'd Pippa Turner Ms Gillian Deborah Rosalind Fisher	Chairperson Treasurer
<b>Coordinator</b>	Grace Handley	
<b>Office Manager</b>	Lucy Cartwright	
<b>Committee</b>	Zofia Gibbins Serena Jones Alyssa Miller Christopher Winters Fran Haynes Ella Joy Katie Hodgkinson Julia Puchkov Andrea Markou Zoe Bothamley Isra Husian Sidonie Jean-Pierre	Duty Manager Duty Manager Fundraising Officer Policies & Procedures Officer Publicity Officer Publicity Officer Social Secretary, Training officer Social Secretary Training officer Training officer Training officer Volunteer Engagement Officer
<b>Independent Examiner</b>	Ashburns Accountants Ltd Chartered Accountants and Registered Auditors 70-72 Victoria Road Ruislip Manor Middlesex HA4 0AH	

# London Nightline

## Trustees' Report

The trustees present their report and the financial statements for the year ended 30 June 2017. The trustees who served during the year and up to the date of this report are set out on page 1.

### Structure Governance & Management

London Nightline is a registered charity number 1015744. The Charity's governing document is its Trust Deed dated 3 December 1992.

The Charity is administered by a management committee comprising the Chair, Trustees, Coordinator and the Executive Committee. It is vested in the Trustees to run the Charity in accordance with its governing documents in order to meet its charitable objectives.

The major risks, to which the charity is exposed, as identified by the Trustees, are reviewed regularly and procedures have been established to manage those risks.

### Objectives & Activities

The charity's stated objective is to provide relief to persons suffering from despair and distress who are students at any legal institution of higher education in London and its neighbourhood by the provision of a telephone helpline and other on-line support.

The trustees have considered the Charity Commission's guidance of public benefit in planning the charity's activities for the year.

### Achievements and Performance

During the year ending 30 June 2017, the charity has continued to provide a term-time telephone helpline which is available to students in further education in London. The helpline provides support for students in distress or trouble using Skype, texting, chat and email services in addition to ordinary telephone conversation.

The helpline is available to over 250,000 students in London, on web at Open University website and is staffed by trained student volunteers from 6pm to 8am.

### Financial Review

The charity's primary source of income is derived from higher education institutions and individual donors and benefactors. During the year the charity's cash funds have increased through careful management of its resources.

The charity continues to ensure it has the financial resources to maintain its objectives at all times.

**London Nightline**  
**Trustees' Report Cont.**

Last summer the charity moved to a larger premises as the previous contract for accommodation with the University of London ended and there was a need to accommodate the increase in the number of student volunteers. The premises required extensive refurbishment and an update of the charity's old communication systems was carried out. The refurbishment was part funded by a reduction in rent. The works have now been completed and the new premises are fully functioning.

**Statement of Trustees' Responsibilities**

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

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity and of the incoming resources and the application of resources of the charity for that year. In preparing these financial statements, the trustees are required to:

1. Select suitable accounting policies and then apply them consistently;
2. Observe the methods and principles in the Charities SORP;
3. Make judgements and estimates that are reasonable and prudent;
4. State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
5. 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 proper accounting records which 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 of 2011 and the Charity Accounts and Reports Regulations of 2015. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the reservation and detection of fraud and other irregularities.

On behalf of the board:

.....  
**Dr Tristan Bate**

Chairperson

Date: 17th April 2018

.....  
**Dr Eleni Markou**

Treasurer

# **London Nightline**

## **Independent Examiner's Report To The Trustees On The Unaudited Accounts Of London Nightline.**

We report on the accounts of the Trust for the year ended 30 June 2017, which are set out on pages 1 to 7.

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

The club's trustees are responsible for the preparation of the accounts, and they consider that the charity is exempt from an audit under section 144(2) of the Charities Act 2011 and that an independent examination is needed.

#### **It is our responsibility to:**

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to our attention.

### **Basis of independent examiner's report**

Our examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

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

In connection with our examination, no matter has come to our attention:

(a) which gives us reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or

(b) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*Salim Haji*

**Salim S A Haji FCA**

**Ashburns Accountants Ltd**

Chartered Accountants and Registered Auditors

70-72 Victoria Road, Ruislip, Middlesex, HA4 0AH

Date: 13th April 2018

# London Nightline

## Statement of Financial Activities for the year ended 30 June 2017

	2017	2016
	£	£
<b>Incoming resources</b>		
Fundraising & Donations	3,436	1,800
Affiliation Fees	101,270	101,727
Interest Received	5	20
	<u>104,711</u>	<u>103,547</u>
<b>Charitable Expenditure</b>		
Charitable Activities	77,543	61,054
Management & Administration	2,974	2,450
Publicity	6,680	8,316
	<u>87,197</u>	<u>71,820</u>
Total resources expended		
	<u>87,197</u>	<u>71,820</u>
<b>Net movement in funds</b>		
Net income for the year	17,514	31,727
	<u>74,080</u>	<u>42,353</u>
Funds balance b/f		
	<u>91,594</u>	<u>74,080</u>
Funds balance c/f		

In addition to the cash funds carried forward, the charity holds a small number of assets in the form of furniture, office fixtures and IT equipment.

All of the above amounts relate to continuing activities and relate to unrestricted funds.

The statements of financial activities includes all gains and losses in the year and therefore a separate state of recognised gains and losses has not been prepared.

# London Nightline

## Balance Sheet as at 30 June 2017

	2017		2016	
	£	£	£	£
<b>Current Assets</b>				
Petty cash	165		43	
Accounts Receivable	11,436		2,741	
CAF Cash	13,640		56,453	
CAF Gold	5,365		5,360	
Natwest Bank	80,744		37,004	
Rent in advance	811			
	<u>112,161</u>		<u>101,601</u>	
<b>Current Liabilities</b>				
Accounts Payable	20,098		9,263	
Allowance Rent			18,258	
Allowance Salaries	-			
Accruals	469			
	<u>20,567</u>		<u>27,521</u>	
<b>Total Net Assets</b>		<b><u>91,594</u></b>		<b><u>74,080</u></b>
<b>Capital &amp; Reserves</b>				
Equity balance b/fwd		74,080		42,353
Retained Earnings / (Losses)		17,514		31,727
<b>Total Charity Funds</b>		<b><u>91,594</u></b>		<b><u>74,080</u></b>

Signed on behalf of the Trustees

.....

**Dr Tristan Bate**

Chairperson

Date: 17th April 2018

.....

**Dr Eleni Markou**

Treasurer

# **London Nightline**

## **Notes forming part of the Accounts for the year ended 30 June 2017**

### **1 Accounting Policies**

#### **a) Accounting Standards**

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities, and the charities (accounts and reports) regulations 2015 and applicable accounting standards.

The principal accounting policies adopted in the preparation of the financial statements are as follows:

#### **b) Incoming Resources**

Affiliation fees and Donations are recognised in the year they are receivable. Subscriptions and income from fund raising events are recognised in the year they are receivable.

#### **c) Expenditure & Liabilities**

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

#### **d) Funds Structure Policy**

All the operations of the charity are unrestricted in nature.

#### **e) Volunteer help**

The value of any voluntary help received is not included in the financial statements but is described in the annual report.

### **2 Trustees' remuneration & expenses**

The trustees did not receive any remuneration and disbursements from the charity during the year, (2016: Nil).

### **3 Independent Examiner's Fees**

Professional fees charges by independent examiner is £450.