

# **London Nightline**

Trustees Report and Financial Statements

for the year ended 30 June 2018

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# London Nightline

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# London Nightline

## Legal and Administrative Information

**Charity No.** 1015744

**Charity Address** London Nightline  
c/o Student Central  
Malet Street  
London  
WC1E 7HY

<b>Trustees</b>	Dr Tristan Bate	Chair of Trustees
	Dr Eleni Markou	Treasurer
	Professor Raanan Gillon	
	Rev'd Pippa Turner	
	Ms Gillian Deborah Rosalind Fisher	
	Ms Michele Grant	Appointed 28/11/2018
	Ms Sarah Goom	Appointed 28/11/2018
	Ms Sophie Allchin	Appointed 28/11/2018
	Mr Ben Collins	Appointed 28/11/2018

**Coordinator** Grace Handley

**Office Manager** Lucy Cartwright

**Independent Examiner** 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 2018. 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 Trustees, attended by the Co-ordinator and Office Manager. It is vested in the Trustees to run the Charity in accordance with its governing documents in order to meet its charitable objectives. The trustees are supported by the Affiliates Advisory Committee, made up representatives from affiliated institutions.

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 2018, 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 instant messaging, texting, and email services in addition to ordinary telephone conversation.

The helpline is available to over 250,000 students in London and other students beyond the London, area such as the Open University. The helpline is staffed by trained student volunteers from 6pm to 8am during term time.

### **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.**

**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**

Chair of Trustees

Date: 25th April 2019

.....  
**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 2018, 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: 29th April 2019

# London Nightline

## Statement of Financial Activities for the year ended 30 June 2018

	2018	2017
	£	£
<b>Incoming resources</b>		
Fundraising & Donations	2,823	3,436
Affiliation Fees	124,313	101,270
Interest Received	1	5
	<u>127,136</u>	<u>104,711</u>
<b>Charitable Expenditure</b>		
Charitable Activities	94,595	77,543
Management & Administration	3,527	2,974
Publicity	5,019	6,680
Bad debts write off	6,509	-
	<u>109,651</u>	<u>87,197</u>
<b>Net movement in funds</b>		
Net income for the year	17,486	17,514
Funds balance b/f	<u>91,594</u>	<u>74,080</u>
Funds balance c/f	<u><b>109,080</b></u>	<u><b>91,594</b></u>

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 2018

	2018		2017	
	£	£	£	£
<b>Current Assets</b>				
Petty cash	150		165	
Accounts Receivable	31,138		11,436	
CAF Cash	26,535		13,640	
CAF Gold	866		5,365	
Natwest Bank	39,394		80,744	
Rent in advance	-		811	
Rent deposit	12,900		-	
Prepayments	9,825		-	
			-	
	<u>120,809</u>		<u>112,161</u>	
<b>Current Liabilities</b>				
Accounts Payable	8,415		20,098	
Accruals	490		469	
Money owed to individuals	280			
Accruals	465			
Deferred Revenue	2,078			
	<u>11,729</u>		<u>20,567</u>	
<b>Total Net Assets</b>		<u><b>109,080</b></u>		<u><b>91,594</b></u>
<b>Capital &amp; Reserves</b>				
Equity balance b/fwd		91,594		74,080
Retained Earnings / (Losses)		17,486		17,514
<b>Total Charity Funds</b>		<u><b>109,080</b></u>		<u><b>91,594</b></u>

Signed on behalf of the Trustees

.....

**Dr Tristan Bate**

Chair of Trustees

Date: 28th March 2019

.....

**Eleni Markou**

Treasurer



# **London Nightline**

## **Notes forming part of the Accounts for the year ended 30 June 2018**

### **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, (2017: Nil).

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

Professional fees charges by independent examiner is £450.