

**Redditch Nightstop**  
**(A company limited by guarantee)**  
**Report and financial statements**  
**Year ending 31st March 2019**  
**Company No: 07302871**  
**Charity No: 1138158**

## **Redditch Nightstop**

### **Report of the trustees for the year end 31st March 2019**

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ending 31 March 2019 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, 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 2016).

#### **Our purpose and activities**

The purpose of the charity is to:

- ✓ Work with young people, families, local agencies, schools and youth organisations to reduce the number of young people at risk of experiencing homelessness in the Redditch area.
- ✓ Provide short term, emergency accommodation and longer term supported lodgings in the homes of trained volunteer hosts.
- ✓ Offer practical, emotional and social help through the provision of advice, guidance and support on a wide range of life and independent living skills.

The 2018/19 year for Night Stop Redditch has been an exciting year, our strategy remains to be the charity young people turn to when others have turned away from them and to support them in developing their confidence and help them with the wide range and different issues they have in their lives.

We would like to thank everyone involved in the charity - our host families, our volunteers, our staff and those individuals and organisations that support us financially. We could not provide the essential services we provide if it was not for the hard work and support of all involved in the charity.

The charity has been successful in a number of funding bids and funding projects which has lead to the further development of our services.

As part of our governance arrangements we have an up to date risk management register, we review financial information at every meeting and monitor the skills and knowledge base of our trustee's

The charity is financially secure but financial issues along with safeguarding issues remain our biggest on risks which are effectively monitored. We have successfully completed an independent Quality Assurance process and our services have been independently reviewed in term of effectiveness and value for money.

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

Michael Hill	<b>Chair</b>
Charlotte Shepard	<b>Vice Chair</b>
Gary Battersby	<b>Secretary</b>
Alexandra Stockwell	
Thomas Stockwell	
Briony Fuller	
Glyn Johnson	Appointed 26 August 2018
Keith Knight	Appointed 14 January 2019
Jeff Barnard	Resigned 29 October 2018

#### **Members Guarantee**

The company is incorporated as a company limited by guarantee and does not have a share capital. The liability of each member is fixed at an amount not to exceed £1.



**Mike Hill (BA hons) ACMA ACIS**

**Chair**

Unit 4 & 5 Britten House the Old Needle Works  
Britten Street  
Redditch  
Worcestershire  
B97 6HD

**Redditch Nightstop**  
**Statement of Financial Activities**  
**For the year end 31st March 2019**

<u>Income</u>	<u>2019</u>			<u>2018</u>
	<i>Unrestricted</i>	<i>Restricted</i>	<u>Total</u>	
Lottery grant	-	76,345	76,345	96,623
WCC funding	-	11,570	11,570	12,026
Tudor trust	-	30,000	30,000	15,000
Donations	18,530	-	18,530	23,419
Supported lodgings client	2,495	-	2,495	2,721
Supported lodgings housing benefit	9,288	-	9,288	17,049
Fundraising	4,895	-	4,895	12,676
RBC funding	13,000	20,250	33,250	13,000
Microgrants	15,000	15,438	30,438	-
Relocation grant	-	-	-	20,000
Sundry	-	-	-	938
Bank interest	170	-	170	75
	<b>63,378</b>	<b>153,603</b>	<b>216,981</b>	<b>213,527</b>

**Expenditure**

Salaries	19,594	88,065	107,659	76,127
Computer expenses	4,694	8,840	13,534	2,436
Rent	5,721	8,679	14,400	7,788
General office expenses	360	788	1,148	2,555
Consultancy	1,179	3,731	4,910	263
Marketing	62	999	1,061	1,683
Meeting expenses	37	51	89	117
Office maintenance	165	-	165	2,312
Phone/internet	464	1,729	2,193	2,434
Printing, post and stationery	381	1,212	1,593	917
Staff travel, training & other expenses	1,635	3,562	5,197	944
Insurance	242	1,773	2,014	1,656
Hospitality	16	-	16	45
Emergency accommodation host payments	-	3,020	3,020	2,941
Supported lodgings host payments	13,014	13,003	26,017	23,150
Client expenses	2,701	3,350	6,051	3,361
Fundraising costs	140	14	154	665
Bank charges	60	-	60	65
Volunteer costs	-	-	-	109
Affiliation & registration fees	234	1,566	1,800	1,979
Depreciation	2,060	-	2,060	556
Loss on disposal of asset	-	-	-	170
Client activities	258	151	409	761
Accountancy costs	238	-	238	238
Trustee expenses	-	-	-	23
	<b>53,255</b>	<b>140,532</b>	<b>193,786</b>	<b>133,297</b>
Net movement in funds:	<b>10,123</b>	<b>13,071</b>	<b>23,194</b>	<b>80,230</b>

**Redditch Nightstop**  
**Annual accounts to 31st March 2019**  
**Balance sheet**

	2019	2018
<b><u>Non-current assets</u></b>		
Fixed assets	8,387	8,524
<b><u>Current assets</u></b>		
Cash at bank	172,729	176,817
Debtors	558	651
<b><u>Current liabilities</u></b>		
Creditors	3,641	1,153
<b>Net current assets</b>	<b><u>178,033</u></b>	<b><u>184,839</u></b>
<b><u>Reserves:</u></b>		
Restricted	44,036	60,965
Unrestricted	133,997	123,874
	<b><u>178,033</u></b>	<b><u>184,839</u></b>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2019.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2017 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each 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.

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Board of Directors on ..... and were signed on its behalf by:

18/11/19



Director

**Redditch Nightstop**  
**Annual accounts to 31st March 2019**  
**Notes to the accounts**

**1. Accounting policies**

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

**1.1 Basis of preparation**

The financial statements have been prepared in accordance with 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) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006. Redditch Nightstop meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The Charity has adopted SORP FRS 102 Update Bulletin 1 and taken the exemption from preparing a Statement of Cash Flows on the grounds of its size. In making this assessment the Company has considered a period of 12 months from the signing of these financial statements and the conclusion is the exemption criteria will still apply.

**1.2 Preparation of the accounts on a going concern basis**

The charity's financial statements have been prepared on a going concern basis on the grounds that current and future sources of funding or support will be more than adequate for the charity's needs. In assessing going concern, the trustees have a reasonable expectation that the charity will continue as a going concern and is able to meet all of its obligations as they fall due for a minimum of 12 months from the date of approval of these financial statements.

**1.3 Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably. Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

**1.4 Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity. Appropriate expenditure is allocated against such funds.

### 1.5 Tangible fixed assets

The cost of fixed assets is their purchase cost, together with any incidental expenses of acquisition. Depreciation is calculated so as to write off the cost of tangible fixed assets less their estimated residual values, over the expected useful economic lives of the assets concerned. The principal annual rates and bases used for this purpose are:

Equipment: Straight line over 5 years  
Office Improvements: Straight line over 5 years  
Computer Equipment: Straight line over 3 years

### 1.6 Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due

### 1.7 Cash at bank and in hand

Cash at bank and cash in hand includes cash within the current account as well as cash within the deposit account and petty cash retained for immaterial expenditure.

### 1.8 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

### 1.9 Pensions

Employees of the charity are entitled to join a defined contribution scheme. The charity contribution is restricted to the contributions disclosed in note 3. There were no outstanding contributions at the year end. The costs of the defined contribution scheme are included within salary costs and charged in proportion to the funds with they relate to.

## 2. Fixed Assets

	Equipment	Office Improvements	Computer Equipment	Total
Cost at 01/04/2018	1,513	7,608	-	9,121
Additions	916	65	942	1,923
Cost at 31/03/2018	<u>2,429</u>	<u>7,673</u>	<u>942</u>	<u>11,044</u>
Depreciation at 01/04/2018	343	254	-	597
Charge for year	374	1,530	157	2,061
Depreciation at 31/03/2019	<u>717</u>	<u>1,784</u>	<u>157</u>	<u>2,658</u>
Netbook value at 01/04/2018	<u>1,170</u>	<u>7,354</u>	<u>-</u>	<u>8,524</u>
Netbook value at 31/03/2019	<u>1,712</u>	<u>5,889</u>	<u>785</u>	<u>8,387</u>

## 3. Staff costs and trustees' emoluments

Total staff costs were as follows:

	2019	2018
Salaries and wages	100,809	72,859
Social security costs	4,072	1,507
Pension costs	1,479	867
	<u>106,360</u>	<u>75,233</u>

No employees received remuneration of more than £60,000 during the year.

Trustees, who are also directors, received no remuneration or expenses and act on a voluntary basis (2018: £nil).

	No.	No.
The monthly number of employees during the year:	6	5

## 4. Operating lease commitments

As at 31 March 2019 the charity had future minimum lease payments under non-cancellable operating leases as follows:

	2019	2018
Within one year	14,400	14,400
Between one and five years	43,200	57,600
	<u>57,600</u>	<u>72,000</u>



## 5. Funds reconciliation

	Unrestricted	Restricted
Brought forward funds	123,874	60,965
Movement in funds:	10,123	13,071
Ring fenced Tudor trust	-	- 30,000
Funds to carry forward	<u>133,997</u>	<u>44,036</u>



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**Redditch Nightstop**  
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**Balance sheet**

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Director

**Redditch Nightstop**  
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Netbook value at 31/03/2019	<u>1,712</u>	<u>5,889</u>	<u>785</u>	<u>8,387</u>

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	No.	No.
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	2019	2018
Within one year	14,400	14,400
Between one and five years	43,200	57,600
	<u>57,600</u>	<u>72,000</u>

## 5. Funds reconciliation

	Unrestricted	Restricted
Brought forward funds	123,874	60,965
Movement in funds:	10,123	13,071
Ring fenced Tudor trust	-	- 30,000
Funds to carry forward	<u>133,997</u>	<u>44,036</u>





**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Redditch Nightstop

**On accounts for the year  
ended**

31 March 2019

**Charity no  
(if any)**

1138158

**Set out on pages**

1 to 8

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2019.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Signed:**

**Date:**

18/09/2019

**Name:**

Arthur John Bibbey

**Relevant professional  
qualification(s) or body  
(if any):**

ACA/ICAEW

**Address:**

10 Torrs Close

Redditch

B97 4JR

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.