

Charity Registration No. 1090616

Company Registration No. 04139974 (England and Wales)

ELMORE COMMUNITY SERVICES
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019

CHARITY COMMISSION
FIRST CONTACT
23 DEC 2019
ACCOUNTS
RECEIVED

ELMORE COMMUNITY SERVICES

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Ms L Waddington Dr D Woodburn Dr S Pearce Ms A Sanders Mr A Halime Mr J Lyons-Wainwright
Charity number	1090616
Company number	04139974
Registered office	213 Barnes Road Cowley Oxford OX4 3UT
Auditor	Shaw Gibbs Limited 264 Banbury Road Oxford OX2 7DY

ELMORE COMMUNITY SERVICES

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ELMORE COMMUNITY SERVICES

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2019

The trustees present their report and financial statements for the year ended 31 March 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 Articles of Association, 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

Elmore aspires to a society in which people with multiple and complex needs are supported by effective, coordinated services and are empowered to lead sustainably better lives.

Elmore works directly with people falling through the gaps of existing services, supporting them to tackle their problems, improve their lives, and feel part of their communities. We also identify gaps and barriers in current services and work with individuals and systems to address these. Elmore is based in Oxfordshire and works for the benefit of people of Oxfordshire and those whose difficulties arose here.

Elmore clients are people aged 16+ with multiple and complex needs arising from combinations of issues with...

- Mental health
- Homelessness / vulnerably housed
- Addictions
- Learning difficulties
- Communication difficulties
- Domestic violence
- Exploitation
- Physical health
- Brain injury
- Social isolation
- Offending and anti-social behaviour
- Child protection

...who are struggling to engage with other services and have significant unmet needs

Elmore clients will normally be experiencing at least 3 of these issues. Our remit to identify gaps and barriers in current services and work with individuals and systems to address these encompasses individual and collective advocacy alongside clients, as well as research, lobbying, partnership-building and piloting new initiatives/projects to benefit our client group.

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

ELMORE COMMUNITY SERVICES

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

Achievements and performance

During 2018-19, Elmore Community Services worked with 385 clients and also provided advice and information to a further 35 people in difficulty. Our clients were from across the Oxfordshire, from a wide range of age groups and ethnicities. There were notably more women supported than men (62% vs. 38%), which has remained consistent from 2017-18, but was a change from a roughly 50/50 split in 2016/17.

Our work with people with mental health issues and complex needs has continued, as part of the Oxfordshire Mental Health Partnership (OMHP). Under this contract, we worked with 196 complex needs clients and 152 mental health clients. Over this period, we have continued to observe a trend of increasing complexity of clients, both in terms of the range of needs they present with and the difficulties involved in resolving them, which we suspect is related to the financial pressures on other statutory and non-statutory services which might previously have provided support for these individuals.

Our Tenancy Sustainment contract with Oxford City Council to work with vulnerable tenants was renewed, and we supported 24 clients to maintain their tenancy in 2018-19. Homelessness is an increasing problem in Oxfordshire (and nationally), and this preventive work with particularly complex clients makes an important contribution.

The New Beginnings Team has continued to build on our work with adult survivors of childhood sexual exploitation (CSE), supporting 28 clients over the period. The effects of CSE are long lasting, and can have a huge impact on people's adult lives. Survivors often experience difficulties with their mental health, problems with relationships, an increased chance of substance misuse, and poorer physical health. New Beginnings works alongside people to offer support in making positive changes to their lives.

Financial review

Elmore Community Services is currently largely dependent on a small number of fixed-term contracts from the NHS and local government, and needs to achieve a more robust funding balance.

Reserves allow the organisation to absorb setbacks such as a decline or interruption of sources of income, mitigate risk and to take advantage of initiatives and opportunities that may arise. However, Elmore should secure longer-term viability by increasing and diversifying its sources of income. Elmore works with vulnerable people and needs to ensure continuity in its provision of a service in order to help safeguard them from hardship and uncertainty.

The Board of Trustees reviews the level of reserves of the charity on a regular basis, ensuring the provision is in line with the guidance issued by the Charity Commission and is sufficient to safeguard the core services for as long as possible through periods of risk or uncertainty.

Elmore's expenses exceeded its income in 2018/19 for the second year in a row, unlike the previous five years. While Elmore benefits from significant reserves at present, seeking financial balance is a key priority for the organisation, for which the management team and board are pursuing different avenues to address this including diversification from the current reliance on statutory contracts.

ELMORE COMMUNITY SERVICES

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

Plans for the future

Our strategy takes into account Elmore's specialist, creative approaches to working with individuals who are most marginalised from mainstream society, whilst recognising the challenging environment the sector is currently facing. Our support can contribute to many positive outcomes, but particularly aims to help individuals recover and enjoy improved wellbeing.

Following the resignation of Tamsin Jewell as CEO in January 2019, to whom the board expresses its gratitude for her contribution during her 4 years leading Elmore, strategic planning was paused pending the recruitment of her replacement. The recruitment process was undertaken between January and April, with emphasis on both the values of Elmore as an organisation and the future financial sustainability of the organisation.

Tom Hayes was successfully appointed as the new CEO in April 2019. A major focus on strategy and planning for the future is therefore underway in 2019-20.

Structure, governance and management

Elmore Community Services (Elmore) is a charitable company registered in England that is limited by guarantee and governed by its Articles of Association, which were last updated in March 2016. The company was incorporated on 11 January 2001 (number 04139974) and registered as a charity on 15 February 2002 (number 1090616).

The principal office and registered office of the charity is 213 Barnes Road, Cowley, OX4 3UT.

The following persons served as Directors throughout the year unless otherwise stated below. They are also Trustees under charity law, and have a beneficial interest in the charitable company.

The Trustees guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding-up.

Ms L Waddington

Dr D Woodburn

Dr S Pearce

Ms A Sanders

Mr A Halime

Mr J Lyons-Wainwright

Mr T J Hayes

Ms A B Shah

Ms P A Wooding

Mr M D Hammond

(Appointed 19 April 2018 and resigned 7 April 2019)

(Appointed 19 April 2018 and resigned 24 May 2019)

(Resigned 18 October 2018)

(Resigned 25 June 2018)

ELMORE COMMUNITY SERVICES

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

Elmore's governance is the responsibility of the Trustees and the sole Members of the company. The term of the Articles of Association specify a minimum of three Trustees and no maximum, though we aim for 8-12 Trustees to be an effective working group while also providing sufficient capacity, diversity, skills and knowledge.

The Board of Trustees has traditionally met six times per year (regular quarterly meetings plus two strategy meetings) and there is a Finance Subcommittee which meets in between the quarterly meetings. In 2018/19, the decision was taken to increase the frequency of Board meetings to bi-monthly (six per year) in order to support timely decision-making while recognising the importance of proper discussion afforded by a meeting compared with remote decision-making.

Other working groups take place as required, focusing on topics such as Strategy, ICT, Quality, The Mental Health Partnership, or other specific work to be undertaken with the support of Trustees.

Authority from the Trustees is delegated to a Chief Executive who is also the company secretary, and is responsible for the day to day running of the charitable company. The Chief Executive is supported operationally by four managers: three Team Managers and an Administration Manager co-ordinate the multiple needs workers who undertake the direct charitable activities. During this year, a need for additional management capacity was identified, and a Service Manager position was introduced (reporting to the Chief Executive) to free up the Chief Executive's time for more strategic-level work, including fundraising.

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



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Mr J Lyons-Wainwright

Trustee

Dated: 12.12.2019

ELMORE COMMUNITY SERVICES

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2019

The trustees, who are also the directors of Elmore Community Services 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; 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.

ELMORE COMMUNITY SERVICES

INDEPENDENT AUDITOR'S REPORT

TO THE TRUSTEES OF ELMORE COMMUNITY SERVICES

Opinion

We have audited the financial statements of Elmore Community Services (the 'charity') for the year ended 31 March 2019 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2019 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

ELMORE COMMUNITY SERVICES

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF ELMORE COMMUNITY SERVICES

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charity for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <http://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

ELMORE COMMUNITY SERVICES

INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE TRUSTEES OF ELMORE COMMUNITY SERVICES

Shaw Gibbs Limited
Shaw Gibbs Limited

17 December 2019

**Chartered Certified Accountants
Statutory Auditor**

264 Banbury Road
Oxford
OX2 7DY

Shaw Gibbs Limited is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under of section 1212 of the Companies Act 2006

ELMORE COMMUNITY SERVICES

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2019

	Notes	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £	Total 2018 £
Income from:					
Donations and legacies	3	12,981	-	12,981	-
Charitable activities	4	483,301	209,832	693,133	666,639
Investments	5	275	-	275	16
Total income		496,557	209,832	706,389	666,655
Expenditure on:					
Raising funds	6	-	-	-	5,916
Charitable activities	7	521,100	225,360	746,460	679,498
Other	11	-	-	-	883
Total resources expended		521,100	225,360	746,460	686,297
Net gains/(losses) on investments	12	10,267	-	10,267	(5,879)
Net outgoing resources before transfers		(14,276)	(15,528)	(29,804)	(25,521)
Gross transfers between funds		32,361	(32,361)	-	-
Net movement in funds		18,085	(47,889)	(29,804)	(25,521)
Fund balances at 1 April 2018		671,295	51,394	722,689	748,210
Fund balances at 31 March 2019		689,380	3,505	692,885	722,689

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.

ELMORE COMMUNITY SERVICES

BALANCE SHEET

AS AT 31 MARCH 2019

	Notes	2019		2018	
		£	£	£	£
Fixed assets					
Tangible assets	13		7,894		20,241
Investments	14		498,472		488,205
			<u>506,366</u>		<u>508,446</u>
Current assets					
Debtors	16	254,682		34,653	
Cash at bank and in hand		215,578		224,969	
		<u>470,260</u>		<u>259,622</u>	
Creditors: amounts falling due within one year	17	<u>(283,741)</u>		<u>(45,379)</u>	
Net current assets			<u>186,519</u>		<u>214,243</u>
Total assets less current liabilities			<u>692,885</u>		<u>722,689</u>
Income funds					
Restricted funds	19		3,505		51,394
Unrestricted funds			689,380		671,295
			<u>692,885</u>		<u>722,689</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 March 2019, although an audit has been carried out under section 144 of the Charities Act 2011.

The trustees acknowledge their 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.

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 12.12.2019



Mr J Lyons-Wainwright
Trustee

Company Registration No. 04139974

ELMORE COMMUNITY SERVICES

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2019

	Notes	2019 £	£	2018 £	£
Cash flows from operating activities					
Cash (absorbed by)/generated from operations	23		(9,609)		2,842
Investing activities					
Purchase of tangible fixed assets		(57)		(3,939)	
Purchase of investments		-		(495,000)	
Proceeds on disposal of investments		-		916	
Interest received		275		16	
Net cash generated from/(used in) investing activities			218		(498,007)
Net cash used in financing activities			-		-
Net decrease in cash and cash equivalents			(9,391)		(495,165)
Cash and cash equivalents at beginning of year			224,969		720,134
Cash and cash equivalents at end of year			<u>215,578</u>		<u>224,969</u>

ELMORE COMMUNITY SERVICES

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2019

1 Accounting policies

Charity information

Elmore Community Services is a private company limited by guarantee incorporated in England and Wales. The registered office is 213 Barnes Road, Cowley, Oxford, OX4 3UT.

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 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, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. 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 unless the funds have been designated for other purposes.

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.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Incoming resources

All monetary donations are included in full in the statement of financial activities when receivable, provided that there are no donor-imposed restrictions as to the timing or the related expenditure, in which case recognition is deferred until the pre-condition is met.

Revenue grants are credited as incoming resources when they are receivable, provided conditions for receipt have been complied with, unless they relate to a specified future period, in which case they are deferred.

Turnover is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

ELMORE COMMUNITY SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

1 Accounting policies

(Continued)

1.5 Resources expended

Expenditure, which is charged on an accruals basis, is allocated between:

- Expenditure incurred directly to the fulfilment of the charity's objectives
- Expenditure incurred in supporting the activities that directly fulfil the charity's objectives
- Expenditure incurred in the management and administration of the charity.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	25% straight line
Computers	

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

Intangible assets with indefinite useful lives and intangible assets not yet available for use are tested for impairment annually, and whenever there is an indication that the asset may be impaired.

1.9 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.

1.10 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.

ELMORE COMMUNITY SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

1 Accounting policies

(Continued)

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.

1.11 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.

1.12 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

1.13 Leases

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

ELMORE COMMUNITY SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

3 Donations and legacies

	Unrestricted funds	Total
	2019 £	2018 £
Donations and gifts	12,981	-

ELMORE COMMUNITY SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

4 Charitable activities

	Support	Research	Total	Total
	2019	2019	2019	2018
	£	£	£	£
Sales within charitable activities	483,301	-	483,301	-
Performance related grants	164,832	45,000	209,832	666,639
	<u>648,133</u>	<u>45,000</u>	<u>693,133</u>	<u>666,639</u>
Analysis by fund				
Unrestricted funds	483,301	-	483,301	506,009
Restricted funds	164,832	45,000	209,832	160,630
	<u>648,133</u>	<u>45,000</u>	<u>693,133</u>	<u>666,639</u>
For the year ended 31 March 2018				
Unrestricted funds	506,009	-		506,009
Restricted funds	145,630	15,000		160,630
	<u>651,639</u>	<u>15,000</u>		<u>666,639</u>

ELMORE COMMUNITY SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

4 Charitable activities

(Continued)

Performance related grants

Oxford City Council	-	45,000	45,000	15,000
Oxford City Council - Tenancy sustainment	35,630	-	35,630	35,630
Oxford City Council - ASCE	100,000	-	100,000	100,000
Oxfordshire Mental Health Partnership	468,025	-	468,025	468,025
Oxfordshire Mind-Safe Haven and Primary Care	29,202	-	29,202	-
South Abingdon - Sovereign Housing Association	-	-	-	10,000
Skills for care	-	-	-	2,150
Student placements	6,600	-	6,600	4,360
St Michaels and All Saints	7,000	-	7,000	6,500
Thames Valley Police and Crime - Independent trauma	-	-	-	24,000
Other	1,676	-	1,676	974
	<u>648,133</u>	<u>45,000</u>	<u>693,133</u>	<u>666,639</u>

ELMORE COMMUNITY SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

5 Investments

	Unrestricted funds	Total
	2019 £	2018 £
Interest receivable	275	16

6 Raising funds

	Unrestricted funds	Total
	2019 £	2018 £
<u>Investment management</u>	-	5,916
	-	5,916

7 Charitable activities

	2019 £	2018 £
Staff costs	499,518	439,672
Client welfare	7,741	12,356
Client support	31,975	43,289
Office costs	31,863	28,641
	571,097	523,958
Share of support costs (see note 8)	148,573	138,107
Share of governance costs (see note 8)	26,790	17,433
	746,460	679,498
Analysis by fund		
Unrestricted funds	521,100	525,546
Restricted funds	225,360	153,952
	746,460	679,498

ELMORE COMMUNITY SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

8 Support costs

	Support costs £	Governance costs £	2019 £	2018 £
Staff costs	66,757	8,882	75,639	77,749
Depreciation	12,404	-	12,404	10,934
Insurance	4,626	-	4,626	4,460
Office costs	64,786	5,306	70,092	54,213
Audit fees	-	12,602	12,602	8,184
	<u>148,573</u>	<u>26,790</u>	<u>175,363</u>	<u>155,540</u>
Analysed between Charitable activities	<u>148,573</u>	<u>26,790</u>	<u>175,363</u>	<u>155,540</u>

Governance costs includes payments to the auditors of £12,602 (2018 - £8,184) for audit fees.

9 Trustees

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

During the year one trustee was reimbursed for travelling expenses totalling £nil (2018: £72).

10 Employees

Number of employees

The average monthly number of employees during the year was:

	2019 Number	2018 Number
CEO	1	1
Team Managers	5	4
Multiple needs workers	17	18
	<u>23</u>	<u>23</u>

Employment costs

	2019 £	2018 £
Wages and salaries	525,197	475,790
Social security costs	35,887	23,559
Other pension costs	14,073	18,072
	<u>575,157</u>	<u>517,421</u>

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

ELMORE COMMUNITY SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

11 Other

	Unrestricted funds	Total
	2019 £	2018 £
Net loss on disposal of tangible fixed assets	-	883

12 Net gains/(losses) on investments

	Unrestricted funds	Total
	2019 £	2018 £
Revaluation of investments	10,267	(5,879)

13 Tangible fixed assets

	Fixtures and fittings £	Computers £	Total £
Cost			
At 1 April 2018	69,766	-	69,766
Additions	-	57	57
At 31 March 2019	69,766	57	69,823
Depreciation and impairment			
At 1 April 2018	49,525	-	49,525
Depreciation charged in the year	12,392	12	12,404
At 31 March 2019	61,917	12	61,929
Carrying amount			
At 31 March 2019	7,849	45	7,894
At 31 March 2018	20,241	-	20,241

14 Fixed asset investments

ELMORE COMMUNITY SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

14 Fixed asset investments	(Continued)	
		Listed investments
		£
Cost or valuation		
At 1 April 2018		488,205
Valuation changes		10,267
		<u>498,472</u>
At 31 March 2019		498,472
Carrying amount		
At 31 March 2019		498,472
		<u><u>488,205</u></u>
At 31 March 2018		<u><u>488,205</u></u>
15 Financial instruments	2019	2018
	£	£
Carrying amount of financial assets		
Debt instruments measured at amortised cost	233,617	9,931
Equity instruments measured at cost less impairment	498,472	488,205
	<u>732,089</u>	<u>498,136</u>
Carrying amount of financial liabilities		
Measured at amortised cost	58,372	22,046
	<u>58,372</u>	<u>22,046</u>
16 Debtors	2019	2018
	£	£
Amounts falling due within one year:		
Trade debtors	224,054	9,201
Other debtors	9,563	730
Prepayments and accrued income	21,065	24,722
	<u>254,682</u>	<u>34,653</u>
	<u><u>254,682</u></u>	<u><u>34,653</u></u>

ELMORE COMMUNITY SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

17 Creditors: amounts falling due within one year

	Notes	2019 £	2018 £
Other taxation and social security		17,036	-
Deferred income	18	208,333	23,333
Trade creditors		36,255	967
Other creditors		6,939	6,553
Accruals and deferred income		15,178	14,526
		<u>283,741</u>	<u>45,379</u>

18 Deferred income

	2019 £	2018 £
Arising from grants	<u>208,333</u>	<u>23,333</u>

19 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds				Balance at 31 March 2019 £
	Balance at 1 April 2018 £	Incoming resources £	Resources expended £	Transfers £	
Client welfare	32,361	-	-	(32,361)	-
Adult survivors of childhood sexual exploitation	1,619	100,000	(98,114)	-	3,505
Tenancy sustainment	-	35,630	(35,630)	-	-
Controlling migration project	7,414	45,000	(52,414)	-	-
Sovereign housing association	10,000	-	(10,000)	-	-
Oxford Safe Haven	-	17,044	(17,044)	-	-
Primary Care Project	-	12,158	(12,158)	-	-
	<u>51,394</u>	<u>209,832</u>	<u>(225,360)</u>	<u>(32,361)</u>	<u>3,505</u>

ELMORE COMMUNITY SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

20 Analysis of net assets between funds

	Unrestricted 2019 £	Restricted 2019 £	Total 2019 £	Total 2018 £
Fund balances at 31 March 2019 are represented by:				
Tangible assets	7,894	-	7,894	20,241
Investments	498,472	-	498,472	488,205
Current assets/(liabilities)	183,014	3,505	186,519	214,243
	<u>689,380</u>	<u>3,505</u>	<u>692,885</u>	<u>722,689</u>

21 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases:

2019 £	2018 £
<u>94,261</u>	<u>111,935</u>

22 Related party transactions

Remuneration of key management personnel

The remuneration of key management personnel is as follows.

2019 £	2018 £
<u>51,743</u>	<u>47,844</u>

ELMORE COMMUNITY SERVICES

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2019

23 Cash generated from operations	2019	2018
	£	£
Deficit for the year	(29,804)	(25,521)
Adjustments for:		
Investment income recognised in statement of financial activities	(275)	(16)
(Gain)/loss on disposal of tangible fixed assets	-	883
Fair value gains and losses on investments	(10,267)	5,879
Depreciation and impairment of tangible fixed assets	12,404	10,934
Movements in working capital:		
(Increase) in debtors	(220,029)	(17,588)
Increase in creditors	53,362	4,938
Increase in deferred income	185,000	23,333
Cash (absorbed by)/generated from operations	<u>(9,609)</u>	<u>2,842</u>
