

Emmaus Bristol and subsidiary

Company Registration No. 03579001 (England and Wales)

Charity Registration No. 1071538 (England and Wales)

Trustees' Report and Financial Statements

For the year ended 30 June 2020

EMMAUS BRISTOL

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TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2020

The Trustees of Emmaus Bristol, who are the members and directors of Emmaus Bristol, present their annual report and financial statements for the year ended 30 June 2020. The Trustees confirm that the annual report and financial statements of the charity comply with current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS102). These statements have been prepared in accordance with the accounting policies set out in Note 2 to the financial statements.

Objectives and Activities

History and Purpose of the Emmaus Movement

The Emmaus movement was founded in France just after the Second World War by Abbé Pierre, a priest and former member of the French Parliament, to combat poverty and homelessness. He began by sharing his presbytery with homeless people, collectively earning enough to live by recycling and selling things that others had thrown away. The movement has grown worldwide and there are now 350 groups in 37 different countries.

Emmaus Bristol is a member of the Emmaus movement through its memberships of Emmaus International, Emmaus Europe and Emmaus UK. The movement seeks to support each individual community through cooperation and association within the wider movement. In the UK, all Emmaus communities are separate charities working on a national strategic plan the expression of which is at a local level.

Emmaus in the UK offers homeless and unemployed people a home, work, companionship and a chance to regain self-respect, through a number of communities operating as independent incorporated charities. Most communities combine residential accommodation with social enterprises based largely on the collection and sale of donated goods, as well as refurbishment and repairs. Members of each community, known as 'Companions', have the opportunity, regardless of ability or skills, to help themselves through work, and thereby rediscover their self-worth and take steps towards their own personal development and re-integration into society.

There are only three conditions for a homeless person joining a community - firstly, to sign off from all benefits with the exception of housing benefit, secondly, not to bring drink or drugs into the community and thirdly, to agree to work to the best of that person's ability for up to 37.5 hours each week. Each Companion receives food, clothing, shelter and spending money of £40 per week plus a further £10 a week saved for when they leave, plus holiday allowances. Companions also have access to funds for personal development and training.

Charitable Aims and Objects

The principal objectives of the charity are:

The alleviation and relief of poverty, hardship and distress arising therefrom to those in need without distinction by:

- The provision of accommodation, or assistance in such provision, for the poor and homeless in the Bristol area and such other places as may seem appropriate from time to time.
- The provision of education, training and employment training for such persons with the purpose of developing skills to enable them to gain employment.
- The support of the work of other Emmaus Communities or other agencies in the relief of poverty and homelessness, whether in the United Kingdom or elsewhere in the world and in particular (without

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TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2020

limitation) by the exchange of resources, information and expertise with other Emmaus Communities worldwide.

- The fulfilling of such other purposes as may from time to time be recognised by English Law as being charitable and which the Charity shall from time to time determine.

Strategies for Achieving Objectives

Emmaus Bristol is committed to expand and improve the work that we do to help people out of homelessness and poverty. The strategic objectives 2020-2023 of the charity are:

1. Diversify social enterprises in order to increase and diversify income for the charity and to provide a wider range of work experience for Companions and other unemployed adults.
2. Expand services to provide support to non-resident unemployed and homeless adults.
3. Expand our accommodation to provide spaces for a greater number of Companions and to provide additional move-on housing.
4. Improve move-on to employment and move-on to independent living rates.
5. Maintain or improve our 95% success rate (defined as Companions who maintain their tenancy and/or have a positive move on) in any given year.
6. Use the social enterprises to generate a surplus for the charity above running costs.
7. Increase the numbers of people benefitting from the Business Incubator in order to help more people to set up businesses/ not-for-profits.

The charity operates predominantly from a single office. The policy of the charity is to keep the size of the administration to the minimum necessary to be able to promote actively and deliver its main functions in an effective way. The charity is governed by the Trustees (who meet six times a year) and managed by employees. The charity relies on volunteers; in addition to the Trustees (who are all volunteers) and the Companions, we also have a pool of regular and occasional volunteers who help in many ways such as maintenance, research, finance and supporting Companions.

Activities for Achieving Objectives

- Housing: We have expanded this year and now have: 21 en-suite rooms in Shaftesbury House (owned by Emmaus Bristol); three bedrooms in a house in St Pauls, for which we pay a peppercorn rent to a private landlord; a two-bed in St George owned by a private landlord and leased to us at LHA rate; four three-bedroom houses owned by Bristol City Council and leased to us on a ten-year peppercorn lease from Bristol City Council. Our total number of bedrooms is now 38 of which 35 are in use and three (one house) being renovated.
- Work experience: Companions have had various roles in our social enterprises over the year - retail assistant, driver, driver's mate, warehouse management, administration, logistics, eBay sales, maintenance, cooking, cleaning and portable appliance testing/ electrical function testing and repairs. In addition, we have worked with Catch 22, West of England Works and local businesses to provide employment skills and work experience externally, though the pandemic stopped external work experience for the last quarter of the year.
- Providing tailored support for Companions based on their individual needs; this has included addiction support, counselling, external training and internal opportunities such as having a specific, valued role within Emmaus.

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- The Business Incubator, led by a volunteer, provides shared office space and business support to start-up social enterprises, charities and for-profit businesses.
- Social enterprises: three shops and an eBay store selling donated second hand furniture and clothing, a house clearance service and a portable appliance testing service.
- Solidarity is an important part of the ethos of Emmaus and our activities this year include the provision of free furniture to those without recourse to pay for it, volunteering externally, providing three 'solidarity places' i.e. rooms for Companions who are not eligible for housing benefit, and fundraising for Emmaus International's charitable projects.

Public Benefit

The Trustees are satisfied that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission guidance on public benefit in providing home and work for those who are homeless and destitute under its objects, these being the alleviation of poverty, hardship and distress.

The activities that demonstrate public benefit are to be found in this Trustees' Report.

Achievements and Performance

Community

At a time of rising homelessness in Bristol and nationally, it is important that we increase the number of homes we provide as well as the range of homes. As such we were pleased that we added a companion move-on home and a new family home this year. Average occupancy of companion and companion move-on homes over the year was 93% with a dip in the second half of the year as the pandemic made it difficult to fill vacant rooms, as people left. In 2019 we managed a very high occupancy rate of over 100% (though with less rooms). Seven Companions moved on into safe external or move-on accommodation (5 in 2019) and two gained paid employment externally (6 in 2019). Move-on to employment is always difficult and the pandemic makes it more so. A Companion moving out for a minimum wage job would be financially worse off than staying at Emmaus and would face considerably higher risks. The loss of a private rental tenancy is currently the biggest cause of homelessness.

Whereas in 2019 100% of Companions and other residents successfully managed their licence agreement and/ or moved on successfully with no-one leaving in chaotic circumstances or being asked to leave, in 2020 sadly this dropped to 85%. Consequently, next year we will be reviewing and improving our system of giving warnings in order to better support those at risk of eviction. We received 48 referrals over the year, from people wanting to live in the Emmaus Bristol community, of which eight moved in (47 referrals in 2019 of which nine moved in).

Emmaus Bristol uses the Homelessness Outcomes Star as a way for Companions to measure their own progress towards a range of personal objectives. A Companion scores themselves on the following scale: Stuck, Accepting Help, Believing, Learning and Self reliance. In 2020 45% of outcomes star reviews were scored at the highest levels: Learning and Self Reliance whereas in 2019 it was 39%. While we would not necessarily expect overall scores to increase over time, because we take in new people each year, in fact this has been the case. This suggests that the work the support team do in response to outcomes stars to improve things for individuals is effective, as is the work they do to improve things overall through community-wide measures. Lockdown of course had an impact. We saw worsening mental health scores at this time, whereas physical health scores actually increased in lockdown. This could be due to the effort made in getting companions active on bikes and on foot, to the lovely spring weather and the time available for

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TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2020

exercise while the social enterprises were closed. Perhaps in part due to a new companion moving in at the start of lockdown who is an excellent cook!

Social Enterprises

The income from shop sales and the provision of other services for the year was £189,385 (2019: £237,712). This £48,327 (20.3%) decrease in sales reflects the pandemic, and the need to close our social enterprises for the whole of the last quarter. Though this is disappointing after three years of growth, it was unavoidable.

Despite the lockdown closing all social enterprises for several months, house clearance sales grew and reached £20,065 (2019: £16,343) thanks to ongoing advertising and the immense hard work of the Companion, staff and volunteer house clearance team.

As well as providing an income for the charity, our social enterprises provide work experience, linked training and NVQs and an opportunity to help others, for people who have experienced homelessness. During lockdown we tried to provide meaningful activities in a safe and compliant way. One of these was transforming the Stokes Croft shop, which we would not have been able to do unless the shop was closed. Sales were significantly higher on re-opening thanks to the smart new look.

Plans for a new social enterprise, two eco holiday pods to be installed by Backfields House, progressed this year with hopes of installation and launch next year. This will provide Companions with work experience in tourism, customer service and online bookings.

Business Incubator

The Business Incubator helps people from the poorer parts of the city, some escaping a cycle of homelessness or overcoming personal challenges to run their own organisations and to become role models and mentors in their communities. The incubator is run by Peter Gifford who works for Emmaus Bristol three days a week as a volunteer, alongside running his own business.

Over the year we have worked with 21 people in 16 small enterprises, the majority of whom are based at Backfields House. (2019: 24 people in 19 enterprises.) The organisations supported in the year ending June 2020 were as follows: Me Maps, Arkbound Foundation, Vocalise Bristol, Original Copy, Interculture, Civil Security Solutions, Cognitive Paths, Play Wooden, BOSH, Priority Plus, Urban Word Collective, Bristol Horn Youth Concern, Lightbox Theatre, Street to Boardroom, Diversity Plus and Step UK. Additionally, we provided workshop and office space to Legs 4 Africa and Bristol Beeswax Candles.

The effects of COVID have been significant for the Business Incubator, with it closed during the first lockdown and reduced from 21 to 7 desks following the end of the first lockdown in order to provide a COVID-safe working environment. The impact that the pandemic has had on the economy has had devastating effects on many of the enterprises and individuals that we have been supporting.

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TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2020

Volunteers and Donors

The work of Emmaus Bristol would not be possible without the generous amount of time given by, and donations received from, individuals, groups and companies, including the use of a three-bed property, for a peppercorn rent, providing additional accommodation for some of our Companions.

We are particularly grateful to the regular volunteers who gave their time throughout the year and who bring a wealth of skills and experience to help Emmaus Bristol.

Financial Review

The main costs are employee costs, the operating costs of the premises and Companion allowances.

The results for the year are set out on page 14. The net income for the year amounted to £153,778 (2019: net income £4,783). Total funds at 30 June 2020 amounted to £2,060,500 (2019: £1,906,722).

The expenditure during the year has supported homeless persons to receive a home, training and purposeful activity through the charity and its social enterprises in accordance with its objects. In addition, the charity has further provided business incubator spaces for those who are disadvantaged within Bristol to enable them to start their own businesses. This enables them to overcome disadvantages and reduces the potential for poverty.

Reserves Policy

The group aims to retain adequate reserves to fund both fixed assets and working capital. It is the Trustees' view that working capital reserves amounting to three months' expenditure are adequate. The amounts held at 30 June 2020 totalled £2,060,500 (2019: £1,906,722). Of these, free reserves i.e. those not tied up in fixed assets, designated funds or restricted funds, amounted to £245,549 (2019: £176,332); three months' expenditure (excluding depreciation) at 2019/20 levels is £131,626. As such, we are meeting our reserves policy. With just over 5 months' reserves we are now in a good position to see us through the ongoing economic impact of the pandemic.

Leasehold Commitments

In April 2008 we entered into a lease for 72 Bedminster Parade. Currently, this lease is being renewed on an annual basis from 1 September. We have a five-year lease in respect of our Vintage shop on Gloucester Road, which started in February 2017. We also continue to benefit from the use of a three-bed dwelling for a peppercorn rent as additional Companion accommodation. We have peppercorn leases with Bristol City Council for four three-bed houses locally. We have a lease on a 2-bed in St George for which we pay rent based on the LHA rate.

Principal Funding

The charity's main sources of income have been trading £189,385 (26%) (2019: £237,712 (41%)), rent receivable £191,250 (26%) (2019: £172,741 (30%)), donations and legacies £130,332 (18%) (2019: £99,319 (17%)) and grants £221,214 (30%) (2019: 65,283 (11%)). The decrease in trading and increase in grants was largely due to stopping trading during lockdown, and fundraising to replace that lost income, as well as some time limited project grants.

Fundraising

During the financial year, Emmaus Bristol did not use third parties for any fundraising on its behalf. The charity accepts donations from individuals, organisations and trusts and keeps in touch with donors with their express permission in compliance with the general data protection regulations (GDPR). The charity has not voluntarily subscribed to any fundraising standards or scheme for fundraising regulation. No complaints have been received by the charity in respect

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of its fundraising activity for the year. Emmaus Bristol protects vulnerable and other persons from undue pressure to donate, unreasonably persistent fundraising and unreasonable intrusion on their privacy by only contacting people we have their consent to, for example sending our newsletter with a donation request to those people who have requested to receive it, and limiting the use of collection tins to our own premises and events being held on our behalf.

Principal Risks and Uncertainties

<u>Risk</u>	<u>Mitigants and Controls</u>
Health and Safety	<p>Regular inspections of all premises and vehicles by a dedicated staff member.</p> <p>Regular maintenance of buildings and infrastructure.</p> <p>Training provided to several staff and Companions in first aid and fire marshalling and to all workers in safe lifting.</p> <p>Annual health and safety audit of the re-use business by the Reuse Network.</p> <p>Each referral risk assessed and risk assessment is updated six weeks after someone moves in and then following any serious incident. Certain behaviours flagged in risk assessment necessitate CEO or Trustee involvement in the referral decision.</p>
Inability to recruit and retain key personnel, including staff, CEO, Trustees.	<p>Recruitment and induction process, annual salary review, salary benchmarking when we create a new role, benefits package including pension and employee assistance programme.</p> <p>Review of staff structure and requirements as part of business planning.</p> <p>Skills audit review of Board as part of business planning.</p>
Reputational	<p>Key strategic decisions are approved at Board level.</p> <p>Significant donors are approved at Board level.</p> <p>Use of Emmaus branding is strictly controlled.</p> <p>Review conducted following any incidents to understand and share lessons learned.</p>
Legal/Regulatory	<p>Strict adherence to GDPR policies.</p> <p>Cash reserves held to cover three months' expenditure in case of adverse change in income and costs.</p>

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	<p>Any pipeline proposals to changes to regulatory framework are reviewed at Board level.</p> <p>Policies are provided by Emmaus UK and reviewed by the Board before adopting.</p>
Financial Stability	<p>Quarterly management accounts review at Board level.</p> <p>Quarterly budget re-forecast.</p> <p>Financial review at each Board meeting.</p> <p>Expenditure commitments are matched with incoming funding.</p> <p>Weekly circulation of sales data and bank balances to key people.</p> <p>Review of bank balances to determine the need to increase protection of funds held.</p> <p>Budgets for the forthcoming year are submitted and approved at Board level.</p> <p>Payments of £1,000 and above require Trustee approval and two signatories are required for all bank payments.</p> <p>Expenditure of items over £500 and renewal of contracts over £500 per annum requires obtaining three quotes where practicable.</p> <p>Diverse income streams.</p>
IT	<p>Daily backups of data to the cloud as well as twice weekly server backups.</p> <p>Ongoing investment in new hardware and software.</p>
Covid-19	<p>Each area of the organisation has been risk assessed and the risk assessment validated by our insurers.</p> <p>The risk assessment is regularly updated in team meetings as guidance and circumstances change.</p> <p>Our approach has been informed by guidance from Emmaus, the Charity Retail Associations and other membership organisations we are part of.</p> <p>Covid-19 has had a significant negative impact on our trading income and will continue to do so in 2020/21. To date, loss of trading income has been replaced with</p>

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FOR THE YEAR ENDED 30 JUNE 2020

	<p>grant funding, and trading activities are being adapted to be more pandemic-resilient.</p> <p>The risks to service users have been adequately mitigated by ongoing provision of Covid-safe support and activities.</p>
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Plans for the Future

2020/21

We hope that 2020/21 will see our new eco holiday pods installed, after long Covid-related delays and other building complications. Plans to expand our online sales will be implemented next year, in part in response to changing shopping habits and in part due to online sales being pandemic-resilient. As ever, all new enterprises will provide training and work experience for companions.

With the homelessness crisis showing no sign of abating it is important that we continue to expand the number and types of homes that we provide, and affordable move-on homes remains a priority for us all. At the end of 2020 we submitted a planning application for 15 new eco homes on the roof of Backfields House. If planning approval is given, there will be a lot of work to do in raising the funds needed, and working out how we can build on the roof while keeping the building open for business.

The support team, with help from the Companion Training Fund, got all companions online so that everyone could participate in meetings and support sessions within lockdown restrictions. This will continue into next year as, when new Companions join, they will also need tablets, laptops or phones in order to fully participate.

Structure, Governance and Management

Structure of Emmaus Bristol

Emmaus Bristol is a company limited by guarantee. It was incorporated on 10 June 1998 and was registered as a charity on 1 September 1998 (Registered Charity No 1071538). It is part of a national federation of which Emmaus UK is the national legal body. Its governing instrument is its Memorandum of Association dated 30 April 1998.

Decisions of significant matters of both policy and finance are made by the Trustees. Papers are presented to the Board of Trustees by either a Trustee or senior Emmaus staff, and voted upon by the Trustees. Professional advice is sought where appropriate.

Trustees and Directors

The Trustees shown on page 12 have held office since 1 July 2019 to date, other than where indicated.

Emmaus Bristol seeks to provide a sufficient balance of skills to run a charity of its nature. When the need for an additional skill arises, appropriate people are interviewed and their CVs considered. An invitation to come to Trustees meetings for a trial period would then be made in order to provide familiarisation with the ethos of the charity, and in due course a vote would be taken on Trustee appointment. Trustee appointments are subject to review.

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TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2020

Emmaus works on the principles *Good Governance*: a Code for the Voluntary and Community Sector. All Trustees are asked to familiarise themselves with the code. Trustees are offered governance training either locally or through Emmaus UK when these become available. All Trustees are encouraged to visit other communities and attend an Emmaus UK induction programme.

Key Management Personnel Remuneration

The Trustees consider that the Board of Trustees and the Chief Executive comprise the key management personnel of the charity in charge of directing, controlling and operating the charity on a day-to-day basis. All Trustees give of their time freely. The pay of all staff including the Chief Executive is reviewed annually by the Trustees, taking into account a number of factors such as the present cost of living index, the financial position of the charity and remuneration for equivalent roles within the charity sector in organisations of a similar size and income.

Subsidiaries

Emmaus Bristol owns 100% of the share capital of Emmaus Bristol (Enterprises) Limited. The principal activity of the company is to provide accommodation for the Companions of Emmaus Bristol but also includes provision of accommodation for other formerly homeless persons and former Companions. During the year the company made a surplus of £71,902 (2019: £68,965). The company made distributions to the charity of £73,965 (2019: £55,731) from current and past profits.

Statement of Trustees' Responsibilities

The Trustees (who are also directors of Emmaus Bristol for the purposes of company law) are responsible for preparing the Trustees' Report (incorporating the strategic report and directors' report) and the financial statements in accordance with 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 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 charitable company and the group and of the income and expenditure, of the charitable company and group for that period. 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 judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2020

The Emmaus Bristol Trustee Board averaged six members during 2019/20. Through active recruitment it is seeking suitable additional Trustees who have a wide range of skills and experience to bring to the charity.

Management liability including Trustees indemnity provision for up to £2m is included in the total insurance bill.

The Trustees have prepared this report in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the Board of Trustees on **28 January 2021** and signed on their behalf by:

Richard Parker, Chair

David Spottiswoode, Trustee

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REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 30 JUNE 2020

Trustees and Directors	R I Parker Chair D M Spottiswoode R L Moore M Quinn (appointed 21 September 2019) J M Ryan (appointed 30 January 2020) L McCreery (appointed 30 January 2020) K K Nwaorgu (appointed 30 January 2020) K E Williams (appointed 21 May 2020) J Skuce (appointed 21 May 2020) P M Williams (resigned 24 September 2020) R von Hawrylak (resigned 21 November 2019) L T Musa (resigned 21 November 2019)	
Chief Executive	J Hodge	
Company number	03579001	
Charity number	1071538	
Registered office	Backfields House Upper York Street Bristol BS2 8QJ	
Independent Examiner	Neil Kingston FCA Burton Sweet The Clock Tower 5 Farleigh Court Old Weston Road Flax Bourton Bristol BS48 1UR	
Bankers	Triodos Bank NV Deanery Road Bristol BS1 5AS	RBS 36 Baldwin Street Bristol BS1 1NR
	Lloyds Bank Business Banking BX1 1LT	
Solicitors	DAC Beachcroft LLP Portwall Place Portwall Lane Bristol BS99 7UD	

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(Company Registered Number – 03579001)

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (Incorporating the Income and Expenditure Account)
FOR THE YEAR ENDED 30 JUNE 2020

I report to the charity Trustees on my examination of the accounts of the Company for the year ended 30 June 2020.

Responsibilities and basis of report

As the charity's Trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company 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 your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts 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 accounts to be reached.

Neil Kingston FCA
Burton Sweet Chartered Accountants
The Clock Tower
5 Farleigh Court
Old Weston Road
Flax Bourton
Bristol BS48 1UR

Date: 28 January 2021

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(Company Registered Number – 03579001)

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (Incorporating the Income and Expenditure Account)

FOR THE YEAR ENDED 30 JUNE 2020

	Notes	Unrestricted General Funds 2020 £	Unrestricted Designated Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Total Funds 2019 £
Income from:						
Donations and legacies		119,332	69,654	162,560	351,546	164,602
Charitable activities		380,635	-	-	380,635	410,453
Investments		28	-	-	28	14
Other trading activities		2,986	-	-	2,986	139
Total income	3	502,981	69,654	162,560	735,195	575,208
Expenditure on:						
Raising funds		13,214	-	-	13,214	12,976
Charitable activities		372,470	105,255	90,478	568,203	557,449
Total expenditure	4	385,684	105,255	90,478	581,417	570,425
Net income/(expenditure)		117,297	(35,601)	72,082	153,778	4,783
Transfers between funds	14	(48,080)	74,425	(26,345)	-	-
Net movement in funds		69,217	38,824	45,737	153,778	4,783
Total funds brought forward		176,332	1,347,586	382,804	1,906,722	1,901,939
Total funds carried forward	14,15	245,549	1,386,410	428,541	2,060,500	1,906,722

All activities relate to continuing operations.

All recognised gains and losses are included in the Statement of Financial Activities.

The notes on pages 19 to 36 form part of these financial statements.

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(Company Registered Number – 03579001)

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (Incorporating the Income and Expenditure Account)

FOR THE YEAR ENDED 30 JUNE 2020

Comparatives (2019)	Notes	Unrestricted General Funds 2019 £	Unrestricted Designated Funds 2019 £	Restricted Funds 2019 £	Total Funds 2019 £
Income from:					
Donations and legacies		90,569	4,000	70,033	164,602
Charitable activities		410,453	-	-	410,453
Investments		14	-	-	14
Other trading activities		139	-	-	139
Total income	3	501,175	4,000	70,033	575,208
Expenditure on:					
Raising funds		12,976	-	-	12,976
Charitable activities		434,632	51,327	71,490	557,449
Total expenditure	4	447,608	51,327	71,490	570,425
Net income/(expenditure)		53,567	(47,327)	(1,457)	4,783
Transfers between funds	14	(40,446)	40,444	2	-
Net movement in funds		13,121	(6,883)	(1,455)	4,783
Total funds brought forward		163,211	1,354,469	384,259	1,901,939
Total funds carried forward	14,15	176,332	1,347,586	382,804	1,906,722

All activities relate to continuing operations.

All recognised gains and losses are included in the Statement of Financial Activities.

The notes on pages 19 to 36 form part of these financial statements.

EMMAUS BRISTOL
(Company Registered Number – 03579001)
BALANCE SHEETS
AS AT 30 JUNE 2020

		Group		Charity	
	Notes	2020 £	2019 £	2020 £	2019 £
Fixed assets					
Tangible assets	8	1,692,672	1,699,504	1,692,672	1,699,504
Investments	9	-	-	1,000	1,000
		<u>1,692,672</u>	<u>1,699,504</u>	<u>1,693,672</u>	<u>1,700,504</u>
Current assets					
Debtors	10	39,485	55,039	196,423	180,098
Cash at bank and in hand		397,952	272,455	216,746	121,112
		<u>437,437</u>	<u>327,494</u>	<u>413,169</u>	<u>301,210</u>
Creditors: amounts falling due within one year	11	(44,609)	(95,276)	(43,244)	(93,957)
Net current assets		<u>392,828</u>	<u>232,218</u>	<u>369,925</u>	<u>207,253</u>
Total assets less current liabilities		2,085,500	1,931,722	2,063,957	1,907,757
Creditors: amounts falling due after one year	12	(25,000)	(25,000)	(25,000)	(25,000)
Net assets		<u>2,060,500</u>	<u>1,906,722</u>	<u>2,038,597</u>	<u>1,882,757</u>
Charity Funds					
Restricted		428,541	382,804	454,886	382,804
Designated		1,386,410	1,347,586	1,360,065	1,347,586
Unrestricted		245,549	176,332	223,646	152,367
Total Funds	14,15	<u>2,060,500</u>	<u>1,906,722</u>	<u>2,038,597</u>	<u>1,882,757</u>

The notes on pages 19 to 36 form part of these financial statements.

For the year ended 30 June 2020 the charitable company was entitled to exemption from the requirement to have an audit under section 477 of the Companies Act 2006.

EMMAUS BRISTOL
(Company Registered Number – 03579001)
BALANCE SHEETS
AS AT 30 JUNE 2020

No notice has been deposited with the company under section 476 of the Companies Act requiring an audit to be carried out. The directors acknowledge their responsibility for:

- ensuring the company keep accounting records in accordance with sections 386 and 387 of the Companies Act 2006; and
- preparing 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 result for that financial year in accordance with the requirements of sections 394 and 35 of the Companies Act 2006.

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

Approved by the Board on **28 January 2021** and signed on its behalf by:

Richard Parker
Chair of Trustees

David Spottiswoode
Trustee

EMMAUS BRISTOL
 (Company Registered Number – 03579001)
 CONSOLIDATED STATEMENT OF CASH FLOWS
 FOR THE YEAR ENDED 30 JUNE 2020

	<i>Notes</i>	Total Funds 2020 £	Total Funds 2019 £
Net cash provided by (used) in operating activities	18	171,526	70,821
Cash flows from investing activities			
Interest		28	14
Proceeds from sale of property, plant and equipment		3,000	-
Purchase of property, plant and equipment		(48,361)	(40,444)
Net cash provided by (used in) investing activities		(45,333)	(40,430)
Net cash provided by (used in) financing activities		(696)	(1,700)
Change in cash and cash equivalents in the reporting period		125,497	28,691
Cash and cash equivalents at the beginning of the year		272,455	243,764
Cash and cash equivalents at the end of the year		397,952	272,455

Cash flow restrictions: Charity law prohibits the use of net cash inflows on any endowed or other restricted fund to offset net cash outflows on any fund outside its own Objects, except on special authority. In practice, this restriction has not had any effect on cash flows for the year.

The notes on pages 19 to 36 form part of these financial statements.

EMMAUS BRISTOL
(Company Registered Number – 03579001)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020

1. General Information

Emmaus Bristol is a private company limited by guarantee and a registered charity, incorporated in England and Wales. Its registered office is Backfields House, Upper York Street, Bristol BS2 8QJ.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

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 (FRS102) – Charities SORP (FRS102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102), the Companies Act 2006 and Charities Act 2011.

The Charity constitutes a public benefit entity as defined by FRS 102.

There are no material uncertainties about the charity's ability to continue as a going concern, despite the significant uncertainty being caused by the worldwide COVID-19 crisis. Whilst the Trustees expect there to be a significant impact on the charity's operations and reserves in the coming months and years, the charity has sufficient reserves to be able to meet these challenges.

2.2 Basis of consolidation

The financial statements consolidate the results of the charity and its wholly owned subsidiary, Emmaus Bristol (Enterprises) Limited, on a line by line basis. A separate Statement of Financial Activities and Income and Expenditure Account for the charity has not been presented because the Trust has taken advantage of the exemption afforded by section 408 of the Companies Act 2006. The results of subsidiaries sold or acquired are included in the statement of financial activities up to, or from the date control passes. Intra-group sales and surpluses are fully eliminated on consolidation.

2.3 Fund Accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in the furtherance of the general objectives of the Charity and which have not been designated for other purposes. Designated funds comprise unrestricted funds which have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for a specific purpose. The aim and use of each restricted fund is set out in the notes to the financial statements.

EMMAUS BRISTOL
(Company Registered Number – 03579001)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020

Accounting policies (continued)

2.4 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

For legacies, entitlement is taken at the earlier of the date on which either: the Charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the Charity has been notified of the executor's decision to make a distribution.

Donated services and facilities are included at the value to the Charity where this can be quantified. No amounts are included in the financial statements for services donated by volunteers.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

2.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support and governance costs, which cannot be allocated to an applicable expenditure heading, are allocated in proportions that the Board considers to be a fair estimate of their functional split.

Support costs are those costs incurred directly in support of expenditure on the objects of the Charity and include governance costs which are those costs incurred in connection with the constitutional and statutory requirements.

2.6 Tangible fixed assets and depreciation

Individual items of office furniture and equipment costing under £1,000 (2019: £1,000) are written off.

Tangible fixed assets are stated at cost less depreciation. A programme of repairs and refurbishment exists for our property assets designed to maintain the value and quality of such. Impairment reviews of non-property fixed assets are carried out on a regular basis and where significant impairments are identified, the value of the asset is adjusted accordingly. Depreciation is provided from when the asset is brought into use, at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life on the straight line basis, as follows:

Freehold buildings	50 years
Short leasehold improvements	length of lease
Computer equipment and software	3 years
Fixtures and fittings	3 years
Motor vehicles	3 years
Caravan	7 years
Buildings using Modern Methods of Construction	lower of Manufacturer's stated lifespan and 50 years

EMMAUS BRISTOL
(Company Registered Number – 03579001)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020

Accounting policies (continued)

2.7 Investments

Fixed asset investments are stated at cost less provision for diminution in value.

2.8 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount at which the Charity is expected to benefit in a future period. Bad debt provision – 25% of all debts over 60 days.

2.9 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.

2.10 Pensions

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

2.11 Taxation

As a registered charity, the organisation is exempt from income and corporation tax to the extent that its income and gains are applicable to charitable purposes only. The Charity is registered for VAT. Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

2.12 Leasing

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

2.13 Stocks

Stocks of donated goods are considered to have no value.

2.14 Judgements and key sources of estimation uncertainty

In preparing these financial statements no significant judgements have had to be made by management.

EMMAUS BRISTOL
(Company Registered Number – 03579001)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020

3. Income

Donations and legacies	Unrestricted				Total Funds 2019 £
	General	Designated	Restricted	Total	
	Funds	Funds	Funds	Funds	
	2020	2020	2020	2020	
	£	£	£	£	
Individual donations and gifts	85,398	-	-	85,398	61,062
Corporate donations and gifts	24,951	-	11,000	35,951	25,806
Income tax recoverable	8,983	-	-	8,983	5,505
Legacy income	-	-	-	-	6,946
Other grants (see below)	-	69,654	151,560	221,214	65,283
	119,332	69,654	162,560	351,546	164,602

Donations and legacies – prior year

	Unrestricted				Total Funds 2019 £
	General	Designated	Restricted	Total	
	Funds	Funds	Funds	Funds	
	2019	2019	2019	2019	
	£	£	£	£	
Individual donations and gifts	61,062	-	-	61,062	
Corporate donations and gifts	17,056	-	8,750	25,806	
Income tax recoverable	5,505	-	-	5,505	
Legacy income	6,946	-	-	6,946	
Other grants (see below)	-	4,000	61,283	65,283	
	90,569	4,000	70,033	164,602	

Income from charitable activities

	Unrestricted		
	General	Total Funds	Total Funds
	Funds	2020	2019
	£	£	£
Income from social enterprises	189,385	189,385	237,712
Rent receivable	191,250	191,250	172,741
	380,635	380,635	410,453

Investment income

	Unrestricted		
	General	Total Funds	Total Funds
	Funds	2020	2019
	£	£	£
Bank interest	28	28	14

Other trading income

	Unrestricted		
	General	Total Funds	Total Funds
	Funds	2020	2019
	£	£	£
Other income	2,986	2,986	139

EMMAUS BRISTOL
(Company Registered Number – 03579001)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020

3. Income (continued)

	Unrestricted Designated Funds	Restricted Funds	Total	Total
Other grants	2020	2020	2020	2019
	£	£	£	£
Homes England Community Housing Fund	-	50,259	50,259	-
Lloyds Bank Foundation	45,000	-	45,000	22,559
Nationwide Community Fund	-	47,658	47,658	-
Crisis	-	21,409	21,409	-
Bristol City Council Retail, Hospitality and Leisure Grant Fund	20,000	-	20,000	-
Coronavirus Job Retention Scheme	-	11,455	11,455	-
BrisDoc Community Fund	-	-	-	22,000
Nationwide Colleagues Fund	-	10,000	10,000	-
Quartet Coronavirus Response Fund	-	4,896	4,896	-
Emmaus UK Emergency Appeal	4,654	-	4,654	-
Emmaus UK Companion Training	-	2,683	2,683	574
TravelWest Employer Grant	-	2,262	2,262	-
Emmaus UK Hygiene & Safety	-	938	938	-
Enterprise Development Programme	-	-	-	15,900
Streetsmart	-	-	-	4,000
Travel West Small Grant	-	-	-	250
	69,654	151,560	221,214	65,283

	Unrestricted Designated Funds	Restricted Funds	Total
Other grants – prior year	2019	2019	2019
	£	£	£
Lloyds Bank Foundation	-	22,559	22,559
BrisDoc Community Fund	-	22,000	22,000
Emmaus UK Companion Training	-	574	574
Enterprise Development Programme	-	15,900	15,900
Streetsmart	4,000	-	4,000
Travel West Small Grant	-	250	250
	4,000	61,283	65,283

EMMAUS BRISTOL
(Company Registered Number – 03579001)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020

4. Expenditure

Raising funds	2020	2019
	£	£
Salaries and related costs	11,662	12,118
Publicity and PR	1,552	858
	13,214	12,976

Charitable activities	Direct costs	Allocated support costs	2020	2019
	£	£	£	£
Social enterprise	148,157	76,298	224,455	229,187
Community	256,476	87,272	343,748	328,262
	404,633	163,570	568,203	557,449

Charitable activities – prior year	Direct costs	Allocated support costs	2019
	£	£	£
Social enterprise	150,485	78,702	229,187
Community	243,398	84,864	328,262
	393,883	163,566	557,449

Social enterprise direct costs	2020	2019
	£	£
Salaries and related costs	46,475	43,865
Other staff costs	35	-
Premises expenses	51,445	56,281
Motor expenses	8,368	9,816
Computer supplies and services	6,805	5,351
Licences & subscriptions	3,590	3,684
Supplies	12,242	10,590
Equipment	176	100
Telephone	1,103	1,931
Printing, postage and stationery	553	1,435
Training and other costs	881	1,230
Travel and subsistence	2,107	2,959
Publicity	2,768	2,185
Incubator units	6,951	6,651
Card machine costs	1,905	1,765
Ebay & Paypal fees	2,753	2,318
Sundry expenses	-	324
	148,157	150,485

EMMAUS BRISTOL
(Company Registered Number – 03579001)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020

4. Expenditure (continued)

Community direct costs	2020	2019
	£	£
Salaries and related costs	72,368	61,545
Other staff costs	-	120
Companions' allowances	69,822	72,834
Premises expenses	60,425	53,262
Domestic supplies ³	44,884	44,890
Printing, postage and stationery	886	501
Computer supplies	684	519
Travel and subsistence	1,368	1,620
Training and other costs	1,774	561
Sundry expenses	4,265	7,546
	<hr/>	<hr/>
	256,476	243,398
	<hr/>	<hr/>
Support costs	2020	2019
	£	£
Salaries and related costs	90,685	91,913
Other staff costs	1,281	931
Printing, postage and stationery	679	307
Travel and entertainment	484	462
Computer supplies and services	277	265
Depreciation	54,912	55,387
Subscriptions and publications	6,705	5,945
Premises expenses	273	942
Bank charges and loan interest	1,487	2,411
Training	846	56
Sundry	1,627	953
Legal and professional	1,941	1,269
Governance	2,246	1,963
Bad debts	127	412
Conference fee	-	350
	<hr/>	<hr/>
	163,570	163,566
	<hr/>	<hr/>

EMMAUS BRISTOL
(Company Registered Number – 03579001)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020

4. Expenditure (continued)

Depreciation is split:		Community	Social Enterprise	Total 2020	Total 2019
		£	£	£	£
Building (nonbusiness)	100%/0%	26,943	-	26,943	21,624
Building (business)	0%/100%	-	20,857	20,857	20,857
Fixtures and fittings	(nonshop)	4,823	-	4,823	5,097
Fixtures and fittings	(shop)	-	779	779	1,489
Motor vehicles	(other)	181	181	362	1,588
Computer software	50%/50%	152	152	304	1,358
Caravan	100%/0%	844	-	844	3,374
		32,943	21,969	54,912	55,387

Depreciation is split –prior year:

		Community	Social Enterprise	Total 2019
		£	£	£
Building (nonbusiness)	100%/0%	21,624	-	21,624
Building (business)	0%/100%	-	20,857	20,857
Fixtures and fittings	(nonshop)	5,097	-	5,097
Fixtures and fitting	(shop)	-	1,489	1,489
Motor vehicles	(other)	-	1,588	1,588
Computer software	50%/50%	679	679	1,358
Caravan	100%/0%	3,374	-	3,374
		30,774	24,613	55,387

Governance costs (all unrestricted)

	2020	2019
	£	£
Independent examiner's fee	1,860	1,649
Accountancy and bookkeeping	360	288
Filing fee	26	26
	2,246	1,963

5. Result for the financial year

The charity's surplus/(deficit) for the financial year is as follows:

	2020	2019
	£	£
	155,840	(8,451)

EMMAUS BRISTOL
 (Company Registered Number – 03579001)
 NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 30 JUNE 2020

6. Staff Costs

Staff costs were as follows:

	2020	2019
	£	£
Wages and salaries	199,467	187,551
Social Security costs	11,750	12,325
Other pension costs	9,973	9,565
Other staff costs	-	130
	<u>221,190</u>	<u>209,571</u>

The average monthly number of employees was 9 (2019: 9) and the average number of full time ,equivalent employees during the year was as follows:

	2020	2019
	No	No
Support	2.4	2.8
Community	2.7	2.3
Social enterprise	1.8	1.8
	<u>6.9</u>	<u>6.9</u>

No employee earned more than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £48,455 (2019: £45,897), including employer’s national insurance and employer’s pension contributions.

7. Trustees remuneration

No payments were made for Trustee remuneration and no expenses were paid in respect of costs incurred by Trustees (2019: £nil). Trustees’ indemnity insurance up to £2m is included in the company’s total insurance bill for the current year. Trustees made donations totalling £506 (2019: £650).

EMMAUS BRISTOL
(Company Registered Number – 03579001)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020

8. Tangible fixed assets

Group and company

	Freehold			Leasehold		Fixtures & Fittings	Motor Vehicles	Other Assets	Total
	Shaftesbury House	Backfields House	Backfields House Roof Development	Bristol City Council Properties	Computer Equipment				
Cost	£	£	£	£	£	£	£	£	£
At 1 July 2019	977,730	1,042,842	-	93,869	12,541	80,944	30,679	25,986	2,264,591
Additions	-	-	20,919	25,664	-	-	1,450	329	48,362
Disposals	-	-	-	-	(2,067)	(9,210)	-	(23,619)	(34,896)
At 30 June 2020	977,730	1,042,842	20,919	119,533	10,474	71,734	32,129	2,696	2,278,057
Depreciation									
At 1 July 2019	311,981	112,365	-	2,069	12,237	73,263	30,679	22,493	565,087
Charge	19,554	20,857	-	7,388	304	5,603	362	844	54,912
Disposals	-	-	-	-	(2,067)	(9,210)	-	(23,337)	(34,614)
At 30 June 2020	331,535	133,222	-	9,457	10,474	69,656	31,041	-	585,385
Net book value									
At 30 June 2020	646,195	909,620	20,919	110,076	-	2,078	1,088	2,696	1,692,672
At 30 June 2019	665,749	930,477	-	91,800	304	7,681	-	3,493	1,699,504

EMMAUS BRISTOL
 (Company Registered Number – 03579001)
 NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 30 JUNE 2020

9. Fixed asset investments

Company	Shares in group undertakings £
Cost	
Balance at 1 July 2019 and at 30 June 2020	<u>1,000</u>

In the opinion of the directors, the aggregate value of the company's investment in subsidiary undertakings is not less than the amount included in the balance sheet.

Holdings of more than 20%

The company holds more than 20% of the share capital of the following company:

Company	Country of registration or incorporation	Shares held	
		Class	%
Subsidiary undertakings			
Emmaus Bristol (Enterprises) Limited Company Registered Number - 4889148	England	Ordinary	100

The principal activity of these undertakings for the last relevant financial year was as follows:

	Principal activity
Emmaus Bristol (Enterprises) Limited	Providing accommodation to the Companions of Emmaus Bristol

EMMAUS BRISTOL
(Company Registered Number – 03579001)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020

9. Fixed asset investments (continued)

Statement of Comprehensive Income for the year ended 30 June 2020 for the subsidiary which is included in the consolidation.

	Emmaus Bristol (Enterprises) Limited	2019
	£	£
Turnover	142,514	139,199
Cost of sales	(62,500)	(62,500)
Gross profit	80,014	76,699
Administrative expenses	(8,112)	(7,734)
Operating profit	71,902	68,965
Taxation	-	-
Total comprehensive income for the year	71,902	68,965
Retained profit brought forward	23,965	10,731
	95,867	79,696
Distribution to Emmaus Bristol	(73,965)	(55,731)
Retained profit carried forward	21,902	23,965
Share Capital	1,000	1,000

10. Debtors

	Group		Charity	
	2020	2019	2020	2019
	£	£	£	£
Trade debtors	11,508	10,590	6,147	10,590
Amounts owed by group undertakings	-	-	162,300	129,148
Prepayments and accrued income	15,028	40,578	15,028	36,489
Other debtors	12,949	3,871	12,949	3,871
	39,485	55,039	196,424	180,098

EMMAUS BRISTOL
(Company Registered Number – 03579001)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020

11 Creditors: amounts falling due within one year

	Group		Charity	
	2020	2019	2020	2019
	£	£	£	£
Trade creditors	27,211	17,473	25,845	16,154
Accruals and deferred income	6,993	56,747	6,993	56,747
Taxes, social security costs and pension contributions payable	3,234	3,222	3,235	3,222
Other creditors	7,171	17,834	7,171	17,834
	<u>44,609</u>	<u>95,276</u>	<u>43,244</u>	<u>93,957</u>

12. Creditors: amounts falling due after one year

	Group		Charity	
	2020	2019	2020	2019
	£	£	£	£
Other loans	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>

Other loans comprise an unsecured loan from Emmaus UK charged at 4% fixed rate of interest per annum and repayable by 30 November 2021. Both interest and repayment were paused in 2020 due to the pandemic.

13. Pension commitments

The assets of the defined contribution pension scheme run by a third party provider are held separately from those of the charitable company in an independently administered fund. The pension cost charge represents contributions payable by the charitable company to this scheme. No amounts were due at the year end.

	2020	2019
	£	£
Contributions payable by the group for the year	<u>9,973</u>	<u>9,565</u>

EMMAUS BRISTOL
(Company Registered Number – 03579001)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020

14. Statement of movement in funds

	Balance 1 July 2019	Income	Expenditure	Transfer	Balance 30 June 2020
	£	£	£	£	£
Unrestricted Funds					
<i>Designated Funds</i>					
General Fixed Asset Fund	1,339,919	-	(46,851)	48,080	1,341,148
Lloyds Foundation 2019	-	45,000	(33,750)	-	11,250
BCC Retail, Hospitality & Leisure Grant Fund	-	20,000	(20,000)	-	-
EUK Emergency Appeal	-	4,654	(4,654)	-	-
Nationwide Community Fund	-	-	-	26,345	26,345
Ethical	7,667	-	-	-	7,667
	<u>1,347,586</u>	<u>69,654</u>	<u>(105,255)</u>	<u>74,425</u>	<u>1,386,410</u>
General Fund	<u>176,332</u>	<u>502,981</u>	<u>(385,684)</u>	<u>(48,080)</u>	<u>245,549</u>
	<u>1,523,918</u>	<u>572,635</u>	<u>(490,939)</u>	<u>26,345</u>	<u>1,631,959</u>
Restricted Funds					
European Regional Development Fund	359,585	-	(8,060)	-	351,525
Homes England	-	50,259	(20,926)	-	29,333
Nationwide Community Fund	-	47,658	(21,313)	(26,345)	-
Crisis UK	-	21,409	-	-	21,409
Coronavirus Job Retention Scheme	-	11,455	(11,455)	-	-
Quartet Community Foundation	-	4,896	(4,896)	-	-
Renovation Appeal 20-21	-	21,000	(12,981)	-	8,019
Social Investment Business Enterprise Development Grant	13,650	-	(329)	-	13,321
Emmaus UK	710	3,621	(2,902)	-	1,429
Lloyds Bank Foundation 2016	3,750	-	(3,750)	-	-
Renovation Appeal 18-19	2,815	-	(2,815)	-	-
Other	2,294	2,262	(1,051)	-	3,505
	<u>382,804</u>	<u>162,560</u>	<u>(90,478)</u>	<u>(26,345)</u>	<u>428,541</u>
Total Funds	<u>1,906,722</u>	<u>735,195</u>	<u>(581,417)</u>	<u>-</u>	<u>2,060,500</u>

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The general fund at 30 June 2020 is for the general purposes of the charity.

The designated fixed asset fund comprises the transfer from unrestricted donations for the purchase of Shaftesbury House and Backfields House together with an amount from general funds for the balance of the purchase price and the net book value of all other fixed assets.

Other designated funds received include £45,000 from Lloyds Bank Foundation which is being assigned to core costs over twelve months, £20,000 from Bristol City Council Retail, Hospitality and Leisure Grant Fund in respect of the first Covid-19 Lockdown and £4,654 from Emmaus UK's Covid-19 Emergency Appeal. During the year, £47,658 was received as a restricted grant from Nationwide to enable Companions to move on from Emmaus Bristol. In response to Covid-19, Nationwide removed the restrictions on this grant and deemed that it could be used to support the charity and its beneficiaries in whatever way the charity thought would be the best use of these funds.

The key restricted fund is a capital fund of £351,525 spent on the purchase of Backfields House (net of depreciation) relating to the European Regional Development Fund grant. A deed of covenant between Emmaus Bristol and The Secretary of State for Local Government relating to Backfields House has been agreed for a period of 15 years from 31 March 2014. The Homes England grant of £50,259 is in respect of carrying out a feasibility study and survey to explore developing the roof of Backfields House for affordable accommodation. The grant of £21,409 from Crisis UK is to cover one year's costs of three Companions who have no recourse to public funds (e.g. housing benefit). £11,455 was claimed from the Coronavirus Job Retention Scheme. A grant of £4,896 from Quartet Community Foundation was received to cover two months' salary costs of a senior support worker. The Renovation Appeal Funds: monies raised for the renovation of four vacant Bristol City Council houses which have been let rent-free to the charity for a period of ten years, for housing purposes in line with the charitable objects of the Charity. The Social Investment Business Enterprise Development grant £15,900 is the first of two instalments of a grant to be used for the proposed purchase of two holiday pods in the back yard of Backfields House, which will assist in the diversification of the charity's social enterprises. A feasibility study has been conducted and planning consent granted. Final financial viability analysis is to be completed in 2021 and then the second instalment will be drawn down. The Emmaus UK restricted fund is the sum of individual grants received for Companion development and a further grant in respect of purchases of hygiene and safety materials in order to comply with government Covid-19 advice and guidelines. The Lloyds Foundation 2016 grant is the final part of three years' grants towards the Chief Executive's annual salary and reimbursed travel costs. Other restricted grants include monies donated for warehouse tools, a grant for social enterprise projects and a grant to provide solutions to barriers for active travel.

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Statement of movement in funds – prior year

	Balance 1 July 2018	Income	Expenditure	Transfer	Balance 30 June 2019
	£	£	£	£	£
Unrestricted Funds					
Designated Funds					
General Fixed Asset Fund	1,346,802	-	(47,327)	40,444	1,339,919
Ethical	7,667	-	-	-	7,667
Streetsmart	-	4,000	(4,000)	-	-
	<u>1,354,469</u>	<u>4,000</u>	<u>(51,327)</u>	<u>40,444</u>	<u>1,347,586</u>
General Fund	<u>163,211</u>	<u>501,175</u>	<u>(447,608)</u>	<u>(40,446)</u>	<u>176,332</u>
	<u>1,517,680</u>	<u>505,175</u>	<u>(498,935)</u>	<u>(2)</u>	<u>1,523,918</u>
Restricted Funds					
European Regional Development Fund	367,645	-	(8,060)	-	359,585
Lloyds Foundation	3,750	22,559	(22,559)	-	3,750
Social Investment Business Enterprise Development Grant	-	15,900	(2,250)	-	13,650
Renovation Appeal 17-18	7,826	10,000	(18,049)	223	-
Renovation Appeal 18-19	-	20,750	(17,712)	(223)	2,815
Emmaus UK	702	574	(568)	2	710
Other	4,336	250	(2,292)	-	2,294
	<u>384,259</u>	<u>70,033</u>	<u>(71,490)</u>	<u>2</u>	<u>382,804</u>
Total Funds	<u>1,901,939</u>	<u>575,208</u>	<u>(570,425)</u>	<u>-</u>	<u>1,906,722</u>

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15. Analysis of net assets between funds

	General fund £	Designated fund £	Restricted fund £	Total £
Tangible fixed assets	-	1,386,410	306,262	1,692,672
Other net assets	245,549	-	122,279	367,828
Net assets	<u>245,549</u>	<u>1,386,410</u>	<u>428,541</u>	<u>2,060,500</u>

Analysis of net assets between funds – prior year

	General fund £	Designated fund £	Restricted fund £	Total £
Tangible fixed assets	-	1,347,586	351,918	1,699,504
Other net assets	176,332	-	30,886	207,218
Net assets	<u>176,332</u>	<u>1,347,586</u>	<u>382,804</u>	<u>1,906,722</u>

16. Financial commitments

At 30 June 2020 the company had total commitments under non-cancellable operating leases as set out below:

	Land and buildings		Other assets		Total	
	2020 £	2019 £	2020 £	2019 £	2020 £	2019 £
Payments due:						
Within a year	16,805	16,805	4,581	5,345	21,386	22,150
Between two and five years	8,750	23,750	13,394	13,776	22,144	37,526
Over 5 years	-	-	2,912	6,088	2,912	6,088
	<u>25,555</u>	<u>40,555</u>	<u>20,887</u>	<u>25,209</u>	<u>46,442</u>	<u>65,764</u>

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17. Related party transactions

The company is exempt under the terms of FRS 102 para 33.11, ‘Disclosure of related party transactions’, from disclosing related party transactions with its wholly owned subsidiary Emmaus Bristol (Enterprises) Limited. There have been no other related party transactions in the year other than those already disclosed in these financial statements.

18. Reconciliation of net income/(expenditure) to net cash flow from operating activities

	2020	2019
	£	£
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	153,778	4,783
Adjustments for:		
Depreciation	54,912	55,387
Interest from investments	(28)	(14)
Interest paid on loan	696	1,700
Loss/(Profit on sale of fixed assets)	(2,719)	-
(Increase)/decrease in debtors	15,554	(18,754)
Increase/(decrease) in creditors	<u>(50,667)</u>	<u>27,719</u>
Net cash provided by (used in) operating activities	<u>171,526</u>	<u>70,821</u>
Analysis of changes in cash flow during the year	2020	2019
	£	£
Cash at bank and in hand	<u>397,952</u>	<u>272,455</u>
	2019	2018
	£	£
Cash at bank and in hand	<u>272,455</u>	<u>243,764</u>