

Company Number 01940104

**DOORSTEP OF HULL**

**A company limited by guarantee  
and**

**a registered charity no. 518713**

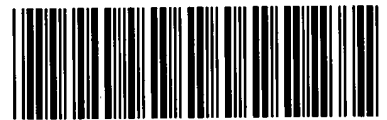
**REPORT AND ACCOUNTS**

**for the year ended**

**31 March 2017**

**HPH  
Chartered Accountants  
54 Bootham  
York  
YO30 7XZ**

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## **DOORSTEP OF HULL**

### **REPORT OF THE DIRECTORS AND TRUSTEES FOR THE YEAR ENDED 31 MARCH 2017**

The directors, who form part of the Management Committee and are Trustees of the Charity, have pleasure in presenting their report and the accounts for the year ended 31 March 2017.

#### **Reference and Administrative Information**

Charity name:	Doorstep of Hull	
Charity Registration Number:	518713	
Company Number:	01940104	
Board of Directors and Trustees	William Stevens David Elliott	
Company Secretary:	Gwyneth Sargent	
Management Committee:	William Stevens (Chair) David Elliott (Treasurer) Hugh Lundberg Karl Robinson Emma Fox (Vice Chair) Roz Smith Nick Peebles-Brown	
Project Director:	Peter Drinkell	
Registered Office and Administration Office:	151 Fairfax Avenue Kingston upon Hull HU5 4QZ Telephone: 01482 345006	
Bankers:	Santander 21 Prospect Centre Prospect Street Hull HU2 8PT	Lloyds TSB plc Hall Road Hull HU5 4QZ
Auditor:	HPH Chartered Accountants 54 Bootham York YO30 7XZ	
Solicitors:	Wilkin Chapman LLP The Hall Lairgate Beverley	

## **DOORSTEP OF HULL**

### **REPORT OF THE DIRECTORS AND TRUSTEES FOR THE YEAR ENDED 31 MARCH 2017**

#### **Structure, Governance and Management**

The Charitable Company is limited by guarantee No. 01940104 and itself and its officers are governed by the Memorandum and Articles of Association dated 16 August 1985, as amended by special resolutions passed on 21 August 1986 and 14 November 2001. The Company received charitable status, No. 518713, on 8 January 1987. In the event of the Company being wound up members are required to contribute an amount not exceeding £5.

The Directors and Trustees confirm that they believe they have complied with the duty in section 17(5) of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission.

#### **Recruitment and Appointment of Management Committee**

The officers in office during the year were:

William Stevens - Chair	Director and Trustee	Emma Fox	Management Committee
David Elliott	Director and Trustee	Nick Peebles-Brown	Management Committee
Hugh Lundberg	Management Committee	Roz Smith	Management Committee
Karl Robinson	Management Committee	Gwyneth Sargent	Company Secretary

The Directors are appointed by the Management Committee at any time, provided that a maximum of fifteen is not exceeded. Directors are required to seek re-election at the first annual general meeting following election, and one third by rotation must seek re-election at every annual general meeting.

No remuneration or benefits were received by any Directors or Trustees during the year in respect of their services to the Charitable Company.

The Directors and Trustees confirm that the attached accounts comply with current statutory requirements, the requirements of its governing document and the requirements of the FRS102 Charities SORP.

#### **Training of Directors/Trustees**

All Directors/Trustees are expected to be familiar with the objectives of the Charity, the practical work of the Charity, the financial position of the Charity, and the obligations of Directors/Trustees.

Trustees are appointed based on their experience in other fields and their commitment to the objectives of the Charity. New Trustees are familiarised with the work of the Charity by the Charity's Project Director and visits to the Charity's projects. They are also provided with information on their obligations as Charity Trustees.

#### **Risk Management**

The Directors/Trustees have examined the principal areas of the Charitable Company's operations and considered the major risks which may arise in each of these areas. In their opinion the Charitable Company has established resources and reviewed systems, which under normal conditions should allow the risks identified by it to be mitigated to an acceptable level in its day-to-day operations.

Policies and procedures are in place to ensure the health and safety of staff, and of services users and visitors to the Charitable Company's premises. Controls and procedures are in place for the authorisation of all transactions and projects.

However, it should be recognised that the complexity of issues and challenging behaviour of our clients continues to escalate to the point both our day staff and night cover are stretched to capacity. Welfare of and retention of staff has to be considered a priority going forward both from the point of view of the Health and Safety of staff and the continued operation of the Charity.

## **DOORSTEP OF HULL**

### **REPORT OF THE DIRECTORS AND TRUSTEES FOR THE YEAR ENDED 31 MARCH 2017**

#### **Organisational Structure**

The Directors and Trustees are known collectively as The Management Committee and they meet six times a year to administer the Charitable Company, setting and monitoring the strategic direction of the Charitable Company.

The Project Director, Mr Peter Drinkell, is delegated by the Directors/Trustees to manage the operations of the Charity. The Project Director is responsible for ensuring that the Charity delivers the services specified in the contracts that the Charity has entered into and that performance indicators are met, including performance against budget. The Project Director also attends Management Committee meetings but has no voting rights. The Practice Manager, Neil Scott, is responsible for the day-to-day operational management of the Charity's projects, including staff supervision and the further development of skills and working practices in line with good practice.

#### **Related Parties**

The Charity works within the Hull City Council's Homeless Strategy, Housing Strategy and Prevention of Rough Sleeping Strategy. It continues to play a significant role in the strategies, especially in the provision of Supported Accommodation.

The Project Director is a member of the Hull Hostel Forum.

#### **Objectives and Activities**

The principal activity of the Charitable Company is to provide, and work with other agencies for the provision of, suitable accommodation for young homeless persons.

The Charitable Company also manages the administration for local housing associations, collecting rents and meeting expenses. These associations provide accommodation for special needs and elderly people.

The charitable objectives of the Charitable Company are the care and support of young persons and others, who are homeless and in need, or where by reasons of adverse circumstances are in need of help in acquiring a settled way of life, by providing, developing and or maintaining residential accommodation or similar facilities and to further assist those so accommodated who by reasons of any physical, psychological, emotional or social infirmity are in need of advice, counselling and any other form of aid to acquire employment, more permanent accommodation, education, training and any other benefit to assist them towards a more settled way of living in the community.

The day to day running of the Charitable Company is delegated to Peter Drinkell, Project Director, and Gwyneth Sargent, Administration Manager, who are appointed directly by the Directors/Trustees. Major decisions and expenditure are agreed by the management committee who meet on a regular basis.

#### **Ensuring our work delivers our aims**

The Charitable Company reviews its aims, objectives and activities annually to ensure that that the work remains focussed on its purposes; and that its activities and the benefits achieved through those activities are continuing to meet the needs of the customers that the Charity was set up to help. We have referred to the Charity Commission's guidance on public benefit when undertaking our review and planning future activities.

## **DOORSTEP OF HULL**

### **REPORT OF THE DIRECTORS AND TRUSTEES FOR THE YEAR ENDED 31 MARCH 2017**

#### **Achievements and Performance**

During the year, Doorstep have continued to provide a comprehensive service through its own resources and in partnership with other agencies. The Charity has maintained and developed working relationships and protocols with other specialist agencies providing services which complement those provided by the Charity and meet the support needs of our service users.

Even though the Charity is now experiencing the full effect of the loss of the Supporting Funding Support from Hull City Council we have again managed to stay reasonably viable generating a small surplus.

Continuing cuts in Government Funding to the Local Authority is continuing to produce a reduction of ancillary services we would refer our clients to leaving us to "plug the gaps" where possible. We have also seen the closure of projects set up to house clients with complex needs and we have seen a significant increase in the complexity of issues of people who are referred to us.

In turn Local Authority cuts in Local Assistance grants and Loans are affecting Doorstep's ability to move people on to independent accommodation. Others, should they be able to move on, find it almost impossible to manage the cost of living independently and budgeting their money to cover heating and light costs, council tax, water rates and food etc.

#### **Plans for Future Periods**

We have continued our purchase of properties during the financial year referred to in these accounts and our aim is to carry on during the next period. Again, we are using the reserves of the Charity to fund this. This will allow us to further relinquish some leased properties and will enhance our property portfolio/capital assets at a time when revenue streams are uncertain beyond 2020.

The Charity continues to face unprecedented uncertainty as we move into the future. The Governments Welfare Reform programme has the potential to pose significant financial risks which will be mostly outside of our control. Not least of these a complete change in the structure of revenue funding which is now programmed to take effect from April 2020. It would appear that where our revenue has up to now been enshrined in statute, this will be removed. It is planned to pass responsibility to Local Authorities. Historically this has not been good news for Doorstep.

#### **Financial Review**

The Charity has been able to fulfil all its commitments and submits a satisfactory financial report.

#### **Principal Funding Sources**

The Charity is now principally dependent on the rental income for its core work, which totalled £1,805,180. Other income of £16,000 was gained through a grant from a local Trust.

#### **Investment Policy**

Under the Memorandum and Articles of Association, the Charitable Company has the power to make any investments which the Directors/Trustees see fit. However, the Charitable Company did not hold any investments during the year ended 31 March 2017 nor does it have any plans for the immediate future.

#### **Reserves Policy**

It is the policy of the Charitable Company to hold reserves. Reserves are held in accordance with the Charitable Company's charitable objects, in order that the Charitable Company can continue to provide accommodation and support for young homeless persons. However, in light of the potential risk of changes by the DWP the Reserves Policy is to be reviewed during the next financial year.

At 31st March 2017 unrestricted general purpose funds amounted to £3,328,702, which includes £1,706,981 relating to fixed assets. Free reserves available as working capital amounted to £1,621,721 which represents approximately 12 months running expenditure. This exceeds the Trustees' policy of having 6 months running costs. In the current climate of an uncertain future it is felt this is a prudent position to maintain - should the worst case scenario manifest itself we estimate it would take longer than 6 months to rehouse our 260 clients in the community.

## **DOORSTEP OF HULL**

### **REPORT OF THE DIRECTORS AND TRUSTEES FOR THE YEAR ENDED 31 MARCH 2017**

#### **Responsibilities of the Management Committee**

Company and charity law requires the directors and trustees respectively to prepare financial statements which give a true and fair view of the Charitable Company's state of affairs at the end of the year and of its financial activities for that year. In preparing those financial statements the directors and trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charitable company will continue in operation.

The directors and trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charitable Company and to enable them to ensure that the financial statements comply with the Companies Act 2006 and applicable charity law. They are also responsible for safeguarding the assets of the Charitable Company and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

#### **Members of the Management Committee**

Members of the Management Committee who served during the year and up to the date of this report are set out on page 1.

#### **Provision of Information to the Auditor**

So far as the Directors and Trustees are aware, there is no relevant audit information of which the Charitable Company's auditor is unaware and we have taken all the steps that we ought to have taken as Directors/Trustees in order to make ourselves aware of any relevant audit information and to establish that the Charitable Company's auditor is aware of that information.

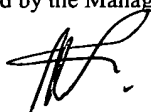
#### **Auditor**

HPH were re-appointed as the Charitable Company's auditor during the year and have expressed their willingness to continue in that capacity.

#### **Exemption**

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Approved by the Management Committee on 15 November 2017 and signed on its behalf by:



William Stevens  
*Director and Trustee*

**HPH**  
Chartered Accountants

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF  
DOORSTEP OF HULL**

We have audited the financial statements of Doorstep of Hull for the year ended 31 March 2017, which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's 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 charitable company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

**Respective responsibilities of directors/trustees and auditor**

As explained more fully in the Responsibilities of the Management Committee statement, the trustees (who are also the directors of the charitable company 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.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

**Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Report of the Directors and Trustees to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

**Opinion on financial statements**

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 2017 and of its incoming resources and application of resources, including its income and expenditure, 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 Companies Act 2006

**Opinion on other matter prescribed by the Companies Act 2006**

In our opinion the information given in the Report of the Directors and Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements.

**Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made, or
- we have not received all the information and explanations we require for our audit; or
- the directors/trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the annual Report of the Directors and Trustees.

York

15 November 2017

Robert Woolley BA (Hons), FCA, DChA, MAAT, MCMI  
Senior Statutory Auditor  
For and on behalf of:  
HPH Statutory Auditor  
Chartered Accountants

# DOORSTEP OF HULL

## STATEMENT OF FINANCIAL ACTIVITIES AND INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2017

	Notes	Unrestricted Fund £	Endowment Funds £	Total 31 March 2017 £	Total 31 March 2016 £
<b>Income and endowments from:</b>					
Donations and legacies	2	1,515	-	1,515	1,361
Charitable activities	4	50,216	-	50,216	63,484
Other trading activities	3	1,805,180	-	1,805,180	1,791,142
Investments	5	40	-	40	26
<b>Total income</b>		<b>1,856,951</b>	<b>-</b>	<b>1,856,951</b>	<b>1,856,013</b>
<b>Expenditure on:</b>					
Charitable activities		1,721,965	1,360	1,723,325	1,766,714
<b>Total expenditure</b>	7	<b>1,721,965</b>	<b>1,360</b>	<b>1,723,325</b>	<b>1,766,714</b>
<b>Net income / (expenditure)</b>		<b>134,986</b>	<b>(1,360)</b>	<b>133,626</b>	<b>89,299</b>
Transfers between funds		-	-	-	-
<b>Net movement in funds</b>		<b>134,986</b>	<b>(1,360)</b>	<b>133,626</b>	<b>89,299</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		3,193,716	177,278	3,370,994	3,281,695
<b>Total funds carried forward</b>		<b>£ 3,328,702</b>	<b>£ 175,918</b>	<b>£ 3,504,620</b>	<b>£ 3,370,994</b>

The notes on pages 10 to 16 form part of these accounts.



# DOORSTEP OF HULL

## BALANCE SHEET AT 31 MARCH 2017

Registration number: 01940104

	Notes	2017	2016
		£	£
<b>Fixed assets</b>			
Tangible fixed assets	9	1,706,981	1,497,952
<b>Current assets</b>			
Debtors	10	202,199	228,662
Bank balances and cash		1,632,486	1,670,791
		<u>1,834,685</u>	<u>1,899,453</u>
<b>Creditors : amounts falling due within one year</b>	11	<u>37,046</u>	<u>26,411</u>
<b>Net current assets</b>		<u>1,797,639</u>	<u>1,873,042</u>
<b>Total assets less current liabilities</b>		<u>3,504,620</u>	<u>3,370,994</u>
<b>Net assets</b>		<u>£ 3,504,620</u>	<u>£ 3,370,994</u>
<b>Capital and reserves</b>			
<b>Endowment funds</b>		175,918	177,278
<b>Unrestricted funds</b>			
General purpose fund		<u>3,328,702</u>	<u>3,193,716</u>
<b>Funds</b>	12	<u>£ 3,504,620</u>	<u>£ 3,370,994</u>

The accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime under the Companies Act 2006 and are for circulation to members of the company.

Approved by the Board on 15 November 2017  
and signed on its behalf by:



William Stevens  
Director and Trustee

Kingston upon Hull

The notes on pages 10 to 16 form part of these accounts.

**DOORSTEP OF HULL**  
**CASH FLOW STATEMENT**  
**FOR THE YEAR ENDED 31 MARCH 2017**

	Note	2017	2016
		£	£
<b>Net cash provided by operating activities</b>	17	214,375	95,859
<b>Cash flow from investing activities:</b>			
Purchase of tangible fixed assets		(252,680)	(160,394)
Sale of tangible fixed assets		-	800
		<hr/>	<hr/>
<b>Net cash used in investing activities</b>		(252,680)	(159,594)
		<hr/>	<hr/>
<b>Change in cash and cash equivalents in the year</b>		(38,305)	(63,735)
		<hr/>	<hr/>
<b>Cash and cash equivalents at beginning of the year</b>		1,670,791	1,734,526
		<hr/>	<hr/>
<b>Cash and cash equivalents at end of the year</b>	17	<u>£1,632,486</u>	<u>£1,670,791</u>

*The notes on pages 10 to 16 form part of these financial statements.*

## DOORSTEP OF HULL

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017

#### 1. ACCOUNTING POLICIES

##### **Legal entity**

Doorstep of Hull is regulated by the Charities Commission (518713), limited by guarantee and is registered in England and Wales. The address of the registered office and principal place of business is 151 Fairfax Avenue, Kingston upon Hull, HU5 4QZ.

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

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

##### **Basis of Accounting**

The accounts have been prepared under the historical cost convention and in accordance with;

- i) the provisions applicable to companies subject to the small companies regime under the Companies Act 2006; and
- ii) the Statement of Recommended Practice ("SORP(FRS102)")
- iii) Financial Reporting Standard 102.

The Trustees/Directors have a reasonable expectation that the Charitable Company has adequate resources to continue in existence for the foreseeable future. They continue to believe the going concern basis of accounting is appropriate in preparing the financial statements.

##### **Depreciation**

Depreciation is provided on all tangible fixed assets in use, other than freehold land, at rates calculated to write off the cost or valuation, less estimated residual value, of each asset over its expected useful life, as follows:

Freehold buildings	- over 50 years
Office equipment	- over 1 year
Fixtures and fittings	- over 1 year
Motor vehicles	- over 4 years

A full year's depreciation is charged in the year the asset is first brought into use.

##### **Debtors**

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

##### **Cash at bank and in hand**

Cash at bank and cash in hand includes cash and any short term deposit accounts with a maturity of three months or less from the date of opening.

##### **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.

##### **Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

## **DOORSTEP OF HULL**

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017**

#### **1. ACCOUNTING POLICIES (continued)**

##### **Income and endowments**

Other trading activities and investments

Rents and interest receivable are recorded in the financial year in which they are earned. Interest is received on the bank deposits.

Grants and other income

Grants from Government and Public Bodies are credited as income received in the period in which the conditions for receipt have been

Local authority and Lottery grants

##### **i) Revenue grants**

These grants are credited directly to the statement of financial activities (income and expenditure).

##### **ii) Capital grants**

These grants are credited directly to the statement of financial activities (income and expenditure account) as an endowed fund. This fund is reduced by a transfer of amounts equivalent to any depreciation charges over the useful life of the assets to which the grants relate. The amount of the fund which has not been spent at the end of the financial year is carried forward in that fund.

Income from donations and funding grants, is included in incoming resources when these are receivable, except as follows:

- When donors specify that donations and grants given to the Charitable Company must be used in future accounting periods, the income is deferred until those periods
- When donors impose conditions which have to be fulfilled before the Charitable Company becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions for use have been met.

##### **Expenditure**

Expenditure is accrued as soon as a liability is considered probable, discounted to present value for longer-term liabilities. Expenditure attributable to more than one cost category is apportioned to them on the basis of the estimated amount attributable to each activity in the year, either by reference to staff time or the use made of the underlying assets, as appropriate. The irrecoverable element of VAT is included with the item of expense to which it relates.

Charitable expenditure includes all expenditure directly relating to the objects of the Charitable Company and costs are charged on the basis of the accruals concept, including irrecoverable value added tax where applicable.

##### **Funds structure**

Unrestricted funds consists of the general purpose fund and designated funds. Designated funds are funds established by the Trustees from time to time for specific purposes. They are not in any way restricted and any surplus or deficit will be transferred to/from the general purpose fund when the designated fund is closed.

The endowed fund shows monies received from the National Lottery Charities Board for the purchase of land and buildings to enable the Charitable Company to provide accommodation in line with its objectives. Incoming resources from endowed funds are treated as unrestricted.

# DOORSTEP OF HULL

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017

### 1. ACCOUNTING POLICIES (continued)

#### Pension cost

The Charitable Company makes contributions to personal pension schemes for employees. Contributions are charged to the SOFA for the year in which they are payable.

	<i>Unrestricted Fund £</i>	<i>Endowment Funds £</i>	<i>Total 2017 £</i>	<i>Total 2016 £</i>
<b>2. DONATIONS AND LEGACIES</b>				
Donations and covenants	£ 1,515	£ -	£ 1,515	£ 1,361
<b>3. OTHER TRADING ACTIVITIES</b>				
Rental income	£ 1,805,180	£ -	£ 1,805,180	£ 1,791,142
<b>4. CHARITABLE ACTIVITIES</b>				
Section 180 grant	18,000	-	18,000	18,000
Hull Health Authority	-	-	-	8,916
James Reckitt grant	16,000	-	16,000	14,000
Other	16,216	-	16,216	22,568
	£ 50,216	£ -	£ 50,216	£ 63,484
<b>5. INVESTMENTS</b>				
Bank interest receivable	£ 40	£ -	£ 40	£ 26
<b>6. NET INCOME FOR THE YEAR</b>				
Net income for the year is stated after charging:			<i>2017 £</i>	<i>2016 £</i>
Auditor's remuneration	-	audit	3,000	2,880
	-	other services	2,917	2,623

# DOORSTEP OF HULL

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017

	<i>Basis of allocation</i>	<i>Charitable activities £</i>	<i>Governance costs £</i>	<i>Total 2017 £</i>	<i>Total 2016 £</i>
<b>7. TOTAL RESOURCES EXPENDED</b>					
<b>Costs directly allocated to activities</b>					
Staff costs	direct	478,861	-	478,861	448,817
Property insurance	direct	28,975	-	28,975	30,923
Property repairs and renewals	direct	121,931	-	121,931	143,539
Other property expenses	direct	710,347	-	710,347	794,666
Other operating expenses	direct	161,568	-	161,568	152,963
Depreciation and profit on sale	direct	42,252	-	42,252	42,508
<b>Support costs allocated to activities</b>					
Staff costs	staff time	119,113	-	119,113	125,839
General office costs	usage	15,799	-	15,799	17,724
Legal and professional	usage	36,945	-	36,945	2,537
Depreciation	usage	1,399	-	1,399	1,399
Audit and accountancy	usage	5,917	-	5,917	5,503
Bank charges and interest	usage	218	-	218	296
		<u>£ 1,723,325</u>	<u>£ -</u>	<u>£ 1,723,325</u>	<u>£ 1,766,714</u>

In 2016, charitable activities expenditure included £1,360 relating to endowed funds.

# DOORSTEP OF HULL

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017

### 8. EMPLOYEE INFORMATION

The aggregate payroll costs of the Charitable Company for the period are as follows:

	2017	2016
	£	£
Salaries	515,456	492,138
Social security costs	46,112	46,112
Other pension costs	36,406	36,406
	<u>£ 597,974</u>	<u>£ 574,656</u>

#### Average number of employees for the period

Services	16	17
Management and administration	3	3
	<u>19</u>	<u>20</u>

During the year no employees were paid emoluments amounting to £60,000 or more.

The key management personnel of the charity, comprise the Project Direct, Administrator and Practice Manager. The total employee benefits of the key management personnel of the charity were £128,256 (2016 £125,787).

### 9. FIXED ASSETS

	<i>Land and Buildings</i>	<i>Plant and machinery etc.</i>	<i>Total</i>
	£	£	£
<u>Cost</u>			
At 1 April 2016	2,016,640	204,857	2,221,497
Additions	252,680	-	252,680
Disposals	-	-	-
At 31 March 2017	<u>2,269,320</u>	<u>204,857</u>	<u>2,474,177</u>
<u>Depreciation</u>			
At 1 April 2016	524,771	198,774	723,545
Charge for year	41,624	2,027	43,651
Disposals	-	-	-
At 31 March 2017	<u>566,395</u>	<u>200,801</u>	<u>767,196</u>
<u>Net Book Value</u>			
At 31 March 2017	<u>£ 1,702,925</u>	<u>£ 4,056</u>	<u>£ 1,706,981</u>
At 31 March 2016	<u>£ 1,491,869</u>	<u>£ 6,083</u>	<u>£ 1,497,952</u>

All fixed assets held are for charitable use.

There were no freehold property additions made from the endowed funds during the year. Under the terms of the endowed funds received from the National Lottery Charities Board (the board) the land and buildings acquired with those funds may not be disposed of, nor used as security for a loan or any other financial purpose without the prior written approval of the board. This restriction is in force for a period of 80 years from the date of acquisition.

# DOORSTEP OF HULL

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017

### 10. DEBTORS

	2017 £	2016 £
Income debtors	126,999	116,030
Other debtors	72,647	90,382
Prepayments and accrued income	2,553	22,250
	<u>£ 202,199</u>	<u>£ 228,662</u>

An amount of £22,123 (2016 £37,162) is included in the above in respect of debtors due after more than one year.

### 11. CREDITORS

	£	£
Trade creditors	11,038	10,973
Other creditors	564	374
Pension creditor	3,420	2,881
Accruals	22,024	12,183
	<u>£ 37,046</u>	<u>£ 26,411</u>

### 12. ACCUMULATED FUNDS

	Opening balance £	Incoming Resources £	Resources expended £	Transfers £	Closing balance £
<b>Unrestricted:</b>					
General purpose fund	3,193,716	1,856,951	(1,721,965)	-	3,328,702
Endowment fund - Lottery	177,278	-	(1,360)	-	175,918
<b>Total funds</b>	<u>£ 3,370,994</u>	<u>£ 1,856,951</u>	<u>£( 1,723,325)</u>	<u>£ -</u>	<u>£ 3,504,620</u>

### 13. ANALYSIS OF THE CHARITY'S NET ASSETS BY FUND

	Fixed Assets (charity use) £	Current assets £	Current liabilities £	Total £
Endowment funds	175,918	-	-	175,918
Unrestricted funds - general purpose fund	1,531,063	1,834,685	(37,046)	3,328,702
	<u>£ 1,706,981</u>	<u>£ 1,834,685</u>	<u>£ ( 37,046)</u>	<u>£ 3,504,620</u>



## DOORSTEP OF HULL

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017

#### 14. TRANSACTIONS WITH DIRECTORS, TRUSTEES AND RELATED PARTIES

The project director, Peter Drinkell occupies the first floor of the Charitable Company's offices under a tenancy agreement at a market rate. During the year he paid rent to the Charitable Company amounting to £2,756 (2016 £2,911).

No remuneration, benefits or expenses were received by any directors or trustees during the year in respect of their services to the Charitable Company.

#### 15. CONSTITUTION

Doorstep of Hull is a company limited by guarantee, number 01940104. In the event of the Charitable Company being wound up, the liability of the members is limited to five pounds.

The Memorandum of Association of the Charitable Company prohibits the distribution of any properties to members upon winding up or dissolution of the Charitable Company.

#### 16. TAXATION

As a registered charity, Doorstep of Hull is exempt from the tax on income falling within sections 466 to 493 of the Corporation Tax Act 2010 to the extent that this is applied to its charitable objects. No tax charges have arisen in the Company.

#### 17. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2017 £	2016 £
Net income for the reporting period	133,626	89,299
Depreciation of tangible fixed assets	43,651	44,707
Profit on disposal of tangible fixed assets	-	(800)
Decrease/(increase) in debtors	26,463	(22,298)
Increase/(decrease) in creditors	10,635	(15,049)
<i>Net cash provided by operating activities</i>	<u>£ 214,375</u>	<u>£ 95,859</u>

#### ANALYSIS OF CASH AND CASH EQUIVALENTS

Cash at bank and in hand	1,632,486	1,670,791
<b>Total cash and cash equivalents</b>	<u>£ 1,632,486</u>	<u>£ 1,670,791</u>