

Company registered number 05027375
Registered charity number 1102003

Citizens Advice Trafford

Financial Statements

for the year ended 31st March 2021



Citizens Advice Trafford

Reference and Administrative Information

for the Year Ended 31 March 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the unaudited financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

Reference and Administrative Information

Charity name	Citizens Advice Trafford
Charity Registration Number	1102003
Company Registration Number	05027375
Registered Office	1 Waterside Plaza Sale Cheshire M33 7BS

Trustee Board

Alan Whitefield	Appointed 19 April 2021
David Trafford	Appointed 19 April 2021
Francine Ryan	Appointed 19 April 2021
Pauline Rowe	
Ellan O'Donnell	Appointed 19 April 2021
Carl Cover	
Richard Coaton	Appointed 19 April 2021
Annette Clowes	Appointed 19 April 2021
Joan Ball	
Phil Aspen	
Peter Allen	
Emily Allen	Appointed 19 April 2021
Jonathan Yates	

Company Secretary

Jonathan Yates

Senior Leadership Team (SLT)

Jonathan Yates	Chief Executive, Citizens Advice Pennine West
Maria Cuschera	Deputy Chief Executive, Citizens Advice Pennine West
Steve Hughes	Chief Executive, Citizens Advice Stockport

Bankers

Santander PLC	Royal Bank of Scotland PLC
Bridle Road	Drummond House
Bootle	1 Redheughs Avenue
Merseyside	Edinburgh
L30 4GB	EH12 9JN

Independent Examiner

Paul Cowham MA FCA DChA
Green Fish Resource Centre
46 – 50 Oldham Street
Manchester
M4 1LE

Citizens Advice Trafford

Trustees' Report

for the Year Ended 31 March 2021

OBJECTIVES AND ACTIVITIES

Objectives and aims

Citizens Advice Trafford helps people resolve their legal, money and other problems by providing information and advice and by influencing policymakers. Citizens Advice Trafford uses evidence of our clients' problems to campaign for improvements in laws and services that affect everyone.

Every Citizens Advice Bureau is an independent registered charity.

Without funding and volunteers Citizens Advice Trafford could not continue to provide its services in Trafford.

Our aims are:

- to provide the advice people need for the problems they face; and
- to improve the policies and practices that affect people's lives.

Our principles are:

Citizens Advice Trafford provides free, independent, confidential and impartial advice to everyone on their rights and responsibilities.

We value diversity, promote equality and challenge discrimination

In addition to the continuing provision of high-quality advisory services to the local community the primary objectives for the year were to review our delivery model and respond to cuts in funding from a range of funders, placing Citizens Advice Trafford on as sound a financial footing as possible in the current economic climate.

To obtain the necessary funding to provide additional services applications were made to various local and national providers of funding. Advertisements were placed on national and local websites for advisory staff both as paid employees and volunteers, induction and training being provided to the extent that necessary knowledge and skills were not pre-existing.

The charity is only too well aware of the financial pressures experienced by its major funders, and in view of this has taken active measures to seek additional sources of funding for its services.

OBJECTIVES AND ACTIVITIES

Significant activities

The principal activity of Citizens Advice Trafford remained the provision of free, confidential, independent and impartial advice, information and counsel for members of the public. This is primarily provided through a telephone service from Sale. In addition to generalist advice, the following specialist advisory services were provided:

- i) Specialist Welfare Benefit and Debt provision - providing specialist legal help in debt and welfare benefit issues.
- ii) Irwell Valley Housing Association Outreach Sessions - provision of advice to tenants.
- iii) The Money Advice Service Funded Debt Advice Project (MASDAP) continues to deliver valuable support to clients with debt issues, helping them restructure their finances and aid their wellbeing.

Citizens Advice Trafford

Trustees' Report

for the Year Ended 31 March 2021

OBJECTIVES AND ACTIVITIES

Significant activities

Advisory services were provided through face-to-face consultations, telephone advice lines and various outreach services at community centres throughout the borough.

Citizens Advice Trafford has continued to work alongside Citizens Advice Rochdale and Oldham as part of SORT Citizens Advice Ltd, the over-arching governing body created in 2012. In financial year 2019/20 SORT Citizens Advice Ltd has worked in collaboration with Citizens Advice Stockport with a catchment population of over a million people provide further synergies and value for money for our funders.

CAT continued to act as the lead of the Trafford Advice Partnership having secured continued funding from Trafford Council to deliver information and advice services in the borough. CAT incorporated in the Citizens Advice Pennine West group structure which provided managerial and back office support.

In the financial year 2020/21 we helped 9,110 clients. The total financial gain has been £1.2 million pounds to the local economy, with £530,000 debts written off.

Public benefit

Citizens Advice Trafford provides free, independent, confidential and impartial advice to residents on their rights and responsibilities. Our aim is to:

- Provide the advice people need for the problems they face
- Improve the policies and practices that affect people's lives

The trustees believe that this fact clearly demonstrates the concept of "public benefit", as specified in Section 4 Charities Act 2011.

Social investments

The Charity does not carry out social investment activity.

Grantmaking

Grantmaking is not material to the Charity's charitable activities.

Volunteers

The charity receives help and support in the form of voluntary assistance in advising the public and administering the charity.

FINANCIAL REVIEW

Covid-19 statement

There has been minimum impact on the incomes stream and was able to efficiently provide services remotely to clients in many instances, providing web chat, online meeting and telephone advice to the most vulnerable people impacted by COVID 19. All the operations of the charity remain open.

The Trustees confirm that the major risks to which the Charity is exposed have been reviewed and systems established to mitigate those risks.

The financial climate is extremely challenging and continues to be challenging moving into financial year 21/22. We have implemented various cost saving efficiencies and continue to seek to reduce cost and achieve further efficiencies where necessary. Financial year 20/21 there was a surplus of £10,675 (19/20: surplus of £5,500) which was funded from unrestricted reserves.

The free reserves held by the charity at 31st March 2021 amounted to £134,148 (2020: £123,473).

Citizens Advice Trafford
Trustees' Report
for the Year Ended 31 March 2021

FINANCIAL REVIEW

Citizens Advice Trafford is required to ensure that free reserves are available in each financial year to meet any reasonably foreseeable contingency. The bureau will maintain a projection of income for at least 3 years ahead and will ensure that this continues to be derived from as wide a variety of sources possible. They will take all necessary steps to ensure that at no time within this period would it be possible for the cessation of one or more funding streams to present so serious a challenge to the future of the organisation that it could not be managed so as to continue to provide a best value advice service.

In reviewing the potential costs that could arise should a significant reduction in income be incurred the Trustees have determined that 'free' reserves of three months normal operating expenditure, which has been achieved.

The Directors extend their gratitude to Trafford Council which continued to support the core operating capacity of the charity and funded the work of the CAT Assist helpline. Additionally, funding was received from the Money Advice Service in support of debt advice. The THT Stretford Community Panel supported the pilot 'CAB Drivers - Getting you where you need to go' project. In addition, Irwell Valley Housing Association funded specialist debt advice surgeries.

Trafford Council provided premises to Citizens Advice Trafford at no financial cost to the charity.

The charity did not have any borrowings from either provider of funding or other sources at the balance sheet date.

No funds were in deficit at the balance sheet date.

PLANS FOR FUTURE PERIODS

In the new business plan the Charity sets out its aims and objectives as defined within the Memorandum of Association and the means by which these would be achieved. The Charity aims to increase the access of all its communities to high quality information and advice.

The Charity's service in Trafford has a special value to those marginalized by social and financial exclusion. The Trustee Board recognises the need therefore for a more extensive use of information technology and telephone advice that will open up advice to more people including:

- The further development of our money advice work through the Money Advice Service Debt Advice Project (MASDAP).
- Developing additional services and tools to increase our capability to meet increasing demand through the further implementation of self-help tools and gateway assessments.
- Investigating the feasibility and appropriateness of developing income generation programmes.

In addition, the Trustee Board will continue to monitor the business plan for 2020/2021. The plan will be reviewed annually and be adapted as needed in what is a very changeable operating environment.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Citizens Advice Trafford is a registered charity and a company limited by guarantee. Citizens Advice Trafford is also known and referred to as Trafford CAB. The maximum liability of each member is limited to £1. Citizens Advice Trafford is governed by its Memorandum and Articles of Association as amended by special resolution dated July 12th 2004.

Citizens Advice Trafford was incorporated as a company limited by guarantee January 27th 2004. The charity commenced operations on April 1st 2004 at which date the assets and liabilities of the unincorporated Citizens Advice Trafford were acquired.

Citizens Advice Trafford

Trustees' Report for the Year Ended 31 March 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

On 12th June 2017, Trafford Citizens Advice Bureau adopted the Articles of Association of Pennine West Citizens Advice Bureau. This Company's sole member became SORT Citizens Advice Ltd.

Charity constitution

The charity's objects are to promote any charitable purpose for the benefit of the community by the advancement of education, the protection and preservation of health and the relief of poverty, sickness and distress.

Recruitment and appointment of new trustees

Trustees, who are also Directors of the Company act in a voluntary capacity. A HR sub-committee made up of Trustees, the Company Secretary and chaired by the Chair is established to oversee the elections process for Board appointments. A separate process agreed by the Trustee Board is followed for the election of the Chair. No other persons or bodies external to the charity are entitled to appoint persons to the Trustee Board.

Organisational structure

Citizens Advice Trafford is governed by its Trustee Board which is responsible for setting the strategic direction of the organisation and the policy of the charity. Trustees meet as a minimum quarterly and delegate the day-to-day operation of the organisation to the Chief Officer. The Trustee Board is independent from management. A register of members' interests is maintained at the registered office and is available to the public.

Chief Executive Officer: Jonathan Yates

Decision making

The Trustees carry the ultimate responsibility for the conduct of Citizens Advice Trafford and for ensuring that the charity satisfies its legal and contractual obligations.

Induction and training of new trustees

Newly appointed Trustees are provided with a comprehensive induction to Citizens Advice Trafford through the provision of a detailed induction, training courses and mentoring by established trustees.

Key management remuneration

Pay grades are based on Pennine West pay grading scales which are reviewed annual set by the trustees.

Related parties

Citizens Advice Trafford is a member of Citizens Advice, the operating name of the National Association of Citizens Advice Bureaux, which provides a framework for standards of advice and casework management as well as monitoring progress against these standards. Operating policies are independently determined by the Trustee Board of Citizens Advice Trafford in order to fulfil its charitable objects and comply with the national membership requirements.

The charity also co-operates and liaises with a number of other advisory services, local charities and social services departments on behalf of clients. Where one of the trustees holds the position of trustee/director of another charity they may be involved in discussions regarding that other charity but not in the ultimate decision-making process.

STRUCTURE, GOVERNANCE AND MANAGEMENT FUNDRAISING

The Charity does not carry out fundraising activities.

Statement of Trustee Board responsibilities

The Trustee Board is responsible for preparing the Report of the Trustee Board and the financial statements in accordance with applicable law and regulations.

Company law requires the Trustee Board to prepare financial statements for each financial year. Under that law the Trustee Board has elected to prepare the financial statements in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities). Under company law the Trustee Board must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and the income and expenditure of the charitable company for that period. In preparing these financial statements the Trustee Board is 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustee Board is responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose at any time the financial position of the charitable company and to enable it 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 hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Members of the Trustee Board, who are directors for the purposes of company law, and trustees for the purposes of charity law, who served during the year and up to the date of this report are set out on page 1.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005) and in accordance with the provisions applicable to companies subject to the small companies' regime of the Companies Act 2006.

Approved by the Trustee Board and signed on its behalf by:

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 25 November 2021 and signed on its behalf by:



.....
Phil Aspden – Trustee

Independent Examiner's Report to the Trustees of Citizens Advice Trafford

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

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.

Paul Cowham

Paul Cowham FCA DChA
Green Fish Resource Centre
46 – 50 Oldham Street
Manchester
M4 1LE

Date 20/12/21

Citizens Advice Trafford
Statement of Financial Activities
(including Income and Expenditure account)
for the year ended 31 March 2021

	Note	Unrestricted funds £	Restricted funds £	Total funds 2021 £	Total funds 2020 £
Income					
Donations and legacies	-	161,726	-	161,726	146,272
Charitable activities	3	222,199	90,004	312,203	202,195
Fees and other income	-	-	-	-	-
Investments	4	42	-	42	124
Total income		383,967	90,004	473,971	348,591
Expenditure					
Raising funds	-	-	-	-	-
Charitable activities	5	318,049	92,713	410,762	337,916
Total expenditure		318,049	92,713	410,762	337,916
Net income/(expenditure) for the year	6	65,918	(2,709)	63,209	10,675
Transfer between funds		(9,479)	9,479	-	-
Net movement in funds for the year		56,439	6,770	63,209	10,675
Reconciliation of funds					
Total funds brought forward		134,148	-	134,148	123,473
Total funds carried forward		190,587	6,770	197,357	134,148

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

Citizens Advice Trafford
Company number 05027375
Balance sheet as at 31 March 2021

	Note	2021	2020
		£	£
Fixed assets			
Tangible assets	11	5,710	622
Total fixed assets		5,710	622
Current assets			
Debtors	12	84,070	57,991
Cash at bank and in hand		247,975	103,795
Total current assets		332,045	161,786
Liabilities			
Creditors: amounts falling due in less than one year	13	(140,398)	(28,260)
Net current assets		191,647	133,526
Total assets less current liabilities		197,357	134,148
Net assets		197,357	134,148
Funds of the charity			
Restricted income funds	14	6,770	-
Unrestricted income funds	15	190,587	134,148
Total charity funds		197,357	134,148

For the year in question, the company was entitled to exemption from an audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

These accounts are prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

The notes on pages 11 to 21 form part of these accounts.

Approved by the trustees on 25 November 2021 and signed on their behalf by:

Phil Aspen

Name

Signature



Name

Signature

Notes to the accounts for the year ended 31 March 2021 (continued)

1 Accounting policies

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

a Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Citizens Advice Trafford meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

b Reconciliation with previous Generally Accepted Accounting Practice

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required. No such restatement was required.

c Preparation of the accounts on a going concern basis

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

There are no key judgments which the trustees have made which have a significant effect on the accounts.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next reporting period.

Notes to the accounts for the year ended 31 March 2021 (continued)

d Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

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

Income received in advance of a provision of a specified service is deferred until the criteria for income recognition are met.

e Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

f Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

Notes to the accounts for the year ended 31 March 2021 (continued)

g Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

h Expenditure and irrecoverable VAT

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

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

i Operating leases

Operating leases are leases in which the title to the assets, and the risks and rewards of ownership, remain with the lessor. Rental charges are charged on a straight line basis over the term of the lease.

j Tangible fixed assets

Individual fixed assets costing £1,000 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Fixtures and fittings	33% straight line
Computer Equipment:	33% straight line

k 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.

l Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

m 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.

Citizens Advice Trafford

Notes to the accounts for the year ended 31 March 2021 (continued)

N 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.

O Pensions

Employees of the charity are entitled to join the charity's defined contribution workplace pension scheme. The charity's liability to the scheme is restricted to the contributions disclosed in note 9, subject to the minimum legal requirement.

2 Legal status of the charity

The charity is a company limited by guarantee registered in England and Wales and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The registered office address is disclosed on page 1.

Income from donations and legacies and core grants

	Unrestricted £	Restricted £	Total 2021 £	Unrestricted £	Restricted £	Total 2020 £
Donations	150	-	150	40	-	40
Grants						
Trafford MBC						
General advice						
service	161,576	-	161,576	145,998	-	145,998
Other grants	-	-	-	234	-	234
Total	161,726	-	161,726	146,272	-	146,272

Citizens Advice Trafford

Notes to the accounts for the year ended 31 March 2021 (continued)

3 Income from charitable activities

	Unrestricted £	Restricted £	Total 2021 £	Unrestricted £	Restricted £	Total 2020 £
Grants						
Money advice service	-	83,234	83,234	-	83,066	83,066
Irwell Valley Housing Association	-	6,770	6,770	-	(3,080)	(3,080)
National Lottery - COVID	95,773	-	95,773	-	-	-
Trafford Housing Trust	7,635	-	7,635	-	-	-
National Citizens Advice Bureau	14,766	-	14,766	-	-	-
	118,174	90,004	208,178	-	79,986	79,986
Earned income						
Fees	35,048	-	35,048	55,047	-	55,047
Group Management recharges	68,977	-	68,977	67,162	-	67,162
	104,025	-	104,025	122,209	-	122,209
Total	222,199	90,004	312,203	122,209	79,986	202,195

4 Investment income

	Unrestricted £	Restricted £	2021 £	2020 £
Income from bank deposits	42	-	42	124
	42	-	42	124

All of the charity's investment income arises from money held in interest bearing deposit accounts. All investment income is unrestricted.

Citizens Advice Trafford

Notes to the accounts for the year ended 31 March 2021 (continued)

5 Analysis of expenditure on charitable activities

	Total 2021 £	Total 2020 £
Direct costs		
Salaries	298,986	314,654
Other staff costs	2,480	4,971
Office costs	26,345	11,398
Premises	(228)	1,983
Partner payments	79,595	-
Governance costs		
Legal and professional	2,547	2,523
Accountancy	998	2,374
Other governance costs	39	13
	<hr/> 410,762	<hr/> 337,916
	<hr/> <hr/>	<hr/> <hr/>
	2021 £	2020 £
Restricted expenditure	92,713	96,922
Unrestricted expenditure	318,049	240,994
	<hr/> 410,762	<hr/> 337,916
	<hr/> <hr/>	<hr/> <hr/>

6 Net income/(expenditure) for the year

This is stated after charging/(crediting):	2021 £	2020 £
Depreciation	2,050	8,152
Independent examiner's remuneration		
- accountancy	800	1,300
- independent examination	800	1,200
	<hr/>	<hr/>

Citizens Advice Trafford

Notes to the accounts for the year ended 31 March 2021 (continued)

7 Staff costs

Staff costs during the year were as follows:

	2021 £	2020 £
Wages and salaries	204,462	205,703
Social security costs	13,014	12,148
Employers pension contributions	6,684	6,616
Inter group recharge	68,977	76,314
Temporary staff and recruitment	5,849	13,873
	<hr/>	<hr/>
	298,986	314,654
	<hr/>	<hr/>

No employee has employee benefits in excess of £60,000 (2020: Nil).

The average number of staff employed during the period was 11 (2020: 19).

8 Trustee remuneration and expenses, and related party transactions

Neither the trustees nor any persons connected with them received any remuneration, reimbursed travel expense of £nil were paid during the year (2020: Nil).

Aggregate donations from related parties were £nil (2020: £nil).

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity, including guarantees, during the year (2020: nil).

Citizens Advice Trafford

Notes to the accounts for the year ended 31 March 2021 (continued)

9 Government grants

The government grants recognised in the accounts were as follows:

	2021 £	2020 £
Grants from Trafford MBC	161,576	145,998
	<u>161,576</u>	<u>145,998</u>

There were no unfulfilled conditions and contingencies attaching to the grants.

10 Corporation tax

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

11 Fixed assets: tangible assets

Cost	Computer Equipment £	Fixtures & fittings £	Total £
At 1 April 2020	-	5,789	5,789
Additions	7,138	-	7,138
	<u>7,138</u>	<u>5,789</u>	<u>12,927</u>
At 31 March 2021			
	<u>7,138</u>	<u>5,789</u>	<u>12,927</u>
Depreciation			
At 1 April 2020	-	5,167	5,167
Charge for the year	1,428	622	2,050
	<u>1,428</u>	<u>5,789</u>	<u>7,217</u>
At 31 March 2021			
	<u>1,428</u>	<u>5,789</u>	<u>7,217</u>
Net book value			
At 31 March 2021	5,710	-	5,710
	<u>5,710</u>	<u>-</u>	<u>5,710</u>
At 31 March 2020	-	622	622
	<u>-</u>	<u>622</u>	<u>622</u>

Citizens Advice Trafford

Notes to the accounts for the year ended 31 March 2021 (continued)

12 Debtors

	2021 £	2020 £
Amounts falling due within one year:		
Trade debtors and grants receivable	33,696	6,129
Prepayments and other debtors	374	1,862
	<u>34,070</u>	<u>7,991</u>
Amounts falling due after more than one year:		
Amounts owed by group undertakings	<u>50,000</u>	<u>50,000</u>
Aggregate amounts	<u>84,070</u>	<u>57,991</u>

13 Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	12,850	2,335
Taxation and social security costs	13,444	15,485
Accruals	3,150	3,150
Pension	1,159	2,908
Amounts owed to group undertakings	9,795	4,382
Other creditors	100,000	-
	<u>140,398</u>	<u>28,260</u>

Citizens Advice Trafford

Notes to the accounts for the year ended 31 March 2021 (continued)

14 Analysis of movements in restricted funds

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2021 £
Money Advice Service	-	83,234	(92,713)	9,479	-
Irwell Valley Housing Association	-	6,770	-	-	6,770
	-	90,004	(92,713)	9,479	6,770
Previous reporting period	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2020 £
Money Advice Service	-	83,066	(100,002)	16,936	-
IVHA	-	(3,080)	3,080	-	-
Total	-	79,986	(96,922)	16,936	-

The balances on restricted funds are all unexpended grants for the charity's projects. Transfers from restricted funds occur when capital items are purchased and this satisfies the restriction on the funding.

Citizens Advice Trafford

Notes to the accounts for the year ended 31 March 2021 (continued)

15 Analysis of movement in unrestricted funds

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers £	As at 31 March 2021 £
General fund	134,148	383,967	(318,049)	(9,479)	190,587
	134,148	383,967	(318,049)	(9,479)	190,587
Previous reporting period	<i>Balance at 1 April 2019 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers £</i>	<i>As at 31 March 2020 £</i>
General fund	123,473	268,605	(240,994)	(16,936)	134,148
	123,473	268,605	(240,994)	(16,936)	134,148

16 Analysis of net assets between funds

	General fund £	Designated funds £	Restricted funds £	Total £
Tangible fixed assets	5,710	-	-	5,710
Net current assets/(liabilities)	184,877	-	6,770	191,647
Total	190,587	-	6,770	197,357

17 Lease commitments

The charity had the following commitments under non-cancellable operating leases:

	Land and buildings		Equipment	
	2021 £	2020 £	2021 £	2020 £
Leases expiring in:				
One year	-	-	-	-
Two to five years	-	-	-	-