

3533224 (ENGLAND & WALES)

**LINKS - HOUSING ADVICE AND SUPPORT FOR YOUNG PEOPLE**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST DECEMBER 2000**



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COMPANIES HOUSE

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## **LINKS - HOUSING ADVICE AND SUPPORT FOR YOUNG PEOPLE**

### **Company Information**

<b>Company No.</b>	3533224 (England & Wales)
<b>Charity No.</b>	1069989
<b>Trustees</b>	
Rhona Howarth	Chairperson (resigned 11/7/00)
Andy Moore	Chairperson (from 11/7/00)
D. McGregor Williams	Treasurer (appointed 6/12/00)
Keda Norman	
Rachel Ogilvie	
Rosemary Theobalds	
M.J. Brodie	Appointed 24/5/00
M.B. Burns	Appointed 11/7/00
<b>Company Secretary</b>	Andy Moore
<b>Staff</b>	
Co-ordinator	Monica Haigh
Accommodation Manager	Norman Young
Administrator	Melanie Hall
Financial Administrator	Nicola Wilde (to 31/12/00)
Volunteers Co-ordinator	Jane Williamson
Information, Advice and Support Worker	Mark Boyd
Employment Training Manager	Jacqui Farrell
<b>External Evaluator</b>	Christine Morrison
<b>Business Seconded</b>	Northern Rock Plc - David Williams (to 30/9/00)
<b>Registered Office</b>	2nd Floor 1 Meal Market Hexham Northumberland NE48 1NF
<b>Accountants</b>	Ribchesters Chartered Accountants 67 Sadler Street Durham DH1 3NP
<b>Bankers</b>	HSBC Fore Street Hexham Northumberland

**LINKS - HOUSING ADVICE AND SUPPORT FOR YOUNG PEOPLE**

**FOR THE YEAR ENDED 31ST DECEMBER 2000**

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## **LINKS - HOUSING ADVICE AND SUPPORT FOR YOUNG PEOPLE**

### **TRUSTEES REPORT FOR THE YEAR ENDED 31ST DECEMBER 2000**

The Trustees present their report and the financial statements for the year ended 31 December 2000. The company is a registered charity (No. 1069989) and a company limited by guarantee. It does not have a share capital.

#### **PRINCIPAL ACTIVITY**

The principal activity of the company continues to be that of providing housing advice and support for young people.

#### **BOARD OF TRUSTEES**

The Trustees who served during the year were as follows:

A.P. Moore  
M.J. Brodie (appointed 24/5/00)  
M.B. Burns (appointed 11/7/00)  
K. Norman  
R. Ogilvie  
R. Theobalds  
D. McGregor Williams (appointed 6/12/00)  
R.P. Howarth (resigned 11/7/00)

#### **RESPONSIBILITIES OF THE TRUSTEES**

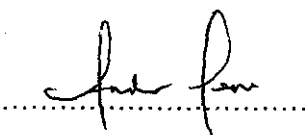
Company law requires the trustees to prepare financial statement for each financial year which give a true and fair view of the state of the affairs of the company and of the profit or loss of the company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- make judgement and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are responsible for keeping property accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the board on ~~27.9.01~~ and has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and in accordance with the Financial Report Standard for Smaller Entities (Effective March 2000)

Signed on behalf of the Trustees



**TO THE TRUSTEES OF LINKS - HOUSING ADVICE AND SUPPORT FOR YOUNG PEOPLE**

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3 July 2001

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# LINKS - HOUSING ADVICE AND SUPPORT FOR YOUNG PEOPLE

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST DECEMBER 2000

				2000	1999
	Note	Unrestricted Funds £	Restricted Funds £	Total £	Total £
<b>Incoming resources</b>					
Donations and gifts		1769	-	1769	4262
Grants receivable		53438	72270	125708	104025
Net trading income	2	12758	( 933)	11825	2036
Investment income		<u>795</u>	<u>-</u>	<u>795</u>	<u>674</u>
<b>Total incoming resources</b>		<u>68760</u>	<u>71337</u>	<u>140097</u>	<u>111177</u>
<b>Resources expended</b>					
Direct charitable expenditure		<u>67160</u>	<u>61799</u>	<u>128959</u>	<u>94289</u>
Other expenditure:					
Fundraising & publicity		-	-	-	1510
Management & administration of the charity		<u>7033</u>	<u>4266</u>	<u>11299</u>	<u>9043</u>
		<u>7033</u>	<u>4266</u>	<u>11394</u>	<u>10553</u>
<b>Total resources expended</b>	3	<u>74193</u>	<u>66065</u>	<u>140258</u>	<u>104842</u>
<b>Net (Outgoing)/Incoming resources before transfers</b>		<b>( 5433)</b>	<b>5272</b>	<b>( 161)</b>	<b>6335</b>
<b>Transfer between funds</b>	5,6	<u>11662</u>	<u>(11662)</u>	<u>-</u>	<u>-</u>
<b>Net (outgoing)/incoming resources/ (net movement in funds)</b>		<b>6229</b>	<b>( 6390)</b>	<b>( 161)</b>	<b>6335</b>
<b>Fund balance b/f 1/1/00</b>		<u>13710</u>	<u>24273</u>	<u>37983</u>	<u>31648</u>
<b>Fund balance c/f 31/12/00</b>		<u>19939</u>	<u>17883</u>	<u>37822</u>	<u>37983</u>

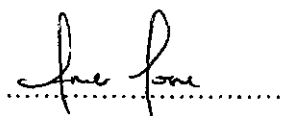
# LINKS - HOUSING ADVICE AND SUPPORT FOR YOUNG PEOPLE

## BALANCE SHEET AS AT 31ST DECEMBER 2000

	Note	2000 £	1999 £
<b>Fixed assets</b>			
Tangible assets	4	<u>5394</u>	<u>5343</u>
<b>Current assets</b>			
Debtors	8	3595	1504
Cash at bank and in hand		<u>37168</u>	<u>42172</u>
		40763	43676
<b>Creditors</b>			
Amounts falling due within one year	9	<u>8335</u>	<u>11036</u>
<b>Net current assets</b>		<u>32428</u>	<u>32640</u>
<b>Net assets</b>	7	<u>37822</u>	<u>37983</u>
<b>Income funds</b>			
Restricted funds	5	17883	24273
Unrestricted funds	6	<u>19939</u>	<u>13710</u>
		<u>37822</u>	<u>37983</u>

In the opinion of the trustees the company is entitled to claim exemptions from audit by virtue of subsection (1) of Section 249A of the Companies Act 1985. Members have not required the company, under s.249B(2) of the Companies Act 1985, to obtain an audit for the year ended 31st December 2000. The trustees are responsible for ensuring that the company maintains accounting records in compliance with Section 221 of that Act and for preparing accounts which give a true and fair view of the affairs of the company as at the end of the financial year and of its profit or loss for the year then ended in accordance with Section 226, and which comply with the other requirements of the Act relating to the accounts so far as applicable to the company.

Approved by the board on ...9.1.01... and signed on its behalf. These financial statements have been prepared in accordance with the special provisions of Part V11 of the Companies Act 1985 relating to small companies and in accordance with the Financial Reporting Standard for Small Entities (Effective March 2000).



The annexed notes form part of these accounts.



## LINKS - HOUSING ADVICE AND SUPPORT FOR YOUNG PEOPLE

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2000

#### 1. Accounting policies

The accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (Effective March 2000) and in accordance with the recommendations in the Statement of Recommended Practice: Accounting for Charities (SORP) revised October 2000.

#### Turnover

Turnover comprises the invoiced value of goods and services supplied by the company

#### Depreciation and diminution in value of assets

Tangible fixed assets are stated at cost less depreciation

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Mobile office	25% reducing balance basis
Office equipment	25% reducing balance basis
Computer equipment	33% straight line basis
Furniture & fixtures	20% reducing balance basis

#### Pension costs

The company operates a defined contribution pension scheme and pension contributions are charged to profit and loss account to spread the cost of the pensions over the employees working lives.

#### Government grants

Grants and fees received for current year expenditure and grants for purchase of fixed assets are recognised in full in the Statement of Financial Activities in the period in which they are received, provided that the conditions for receipt have been complied with. Where income is received in advance for expenditure in a future accounting period, it is deferred and recognised in the future period to which it relates.

#### Donations

Donations are recognised in full in the Statement of Financial Activities in the period in which they are received.

#### Restricted funds

Restricted funds represent income provided by the donor for specific purposes where expenditure of that income, otherwise than the furtherance of that purpose, is restricted.

#### Unrestricted funds

Unrestricted funds represents income expendable at the discretion of the trustees in furtherance of the objects of the charity notwithstanding that part of an unrestricted fund may be earmarked for a particular project.

	2000	1999
	£	£
2. Net trading income		
Rent and housing benefit receivable	<u>29379</u>	<u>12456</u>
Rent payable	9867	6075
Property expenses	<u>7687</u>	<u>4345</u>
	<u>17554</u>	<u>10420</u>
	<u>11825</u>	<u>2036</u>

# LINKS - HOUSING ADVICE AND SUPPORT FOR YOUNG PEOPLE

## NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST DECEMBER 2000

(continued)

### 3. Analysis of total resources expended

	Staff Costs	Other	Depreciation	2000 £ Total	1999 £ Total
Direct charitable expenditure	110666	17764	529	128959	94289
Other expenditure					
Fundraising & publicity	-	-	-	-	1510
Management & administration	<u>5209</u>	<u>3807</u>	<u>2283</u>	<u>11299</u>	<u>9043</u>
	<u>115875</u>	<u>21571</u>	<u>2812</u>	<u>140258</u>	<u>10482</u>

The trustees received no remuneration during the year or in the previous year. None of the employees received remuneration of more than £50,000 in the year.

### 4. Fixed assets

	Furniture & Fixtures	Computer & Office Equipment	Mobile Office	Total
<u>Cost</u>				
As at 1/1/00	129	5285	3502	8916
Additions	<u>294</u>	<u>2664</u>	<u>-</u>	<u>2958</u>
Balance at 31/12/00	<u>423</u>	<u>7949</u>	<u>3502</u>	<u>11874</u>
<u>Accumulated depreciation</u>				
As at 1/1/00	26	2162	1385	3573
Charge for year	<u>95</u>	<u>2283</u>	<u>529</u>	<u>2907</u>
Balance at 31/12/00	<u>121</u>	<u>4445</u>	<u>1914</u>	<u>6480</u>
NBV at 31/12/00	<u>302</u>	<u>3504</u>	<u>1588</u>	<u>5394</u>
NBV at 31/12/99	<u>103</u>	<u>3123</u>	<u>2117</u>	<u>5343</u>

The net book value at 31st December 2000 represents fixed assets used for:-

Direct charitable purposes	<u>1890</u>
Management and administration	<u>3504</u>

# LINKS - HOUSING ADVICE AND SUPPORT FOR YOUNG PEOPLE

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2000 (continued)

### 5. Restricted funds

The income funds of the charity include restricted funds comprising the following donations and grants received on trust to be applied for specific purposes.

	Balance at 1/1/00	Incoming resources	Resources expended in year	Transfer between funds for expenditure incurred previous year	Balance at 31/12/00
St. Hilda's for Trinity accommodation costs	-	3000	933	-	2067
Tudor Trust for general accommodation costs	-	5000	5000	-	-
Christ's Hospital in Sherburn - Employment Training Officer	-	5000	5000	-	-
National Lotteries Charities Board:- Capital Grant	1183	-	461	-	722
Chase Charity - Advice & Support Worker	-	2250	2250	-	-
National Lotteries Charities Board:- Rent Deposit Guarantee Scheme & Volunteer	23090	47020	43354	11662	15094
Greggs Charitable Trust - Co-ordinator	-	10000	10000	-	-
	<u>24273</u>	<u>72270</u>	<u>66998</u>	<u>11662</u>	<u>17883</u>

A grant of £1650 was received from the National Lottery Charities Board specifically for the purchase of capital equipment. This expenditure was incurred during the previous year and is included in the costs brought forward to fixed assets included in note 4 to these accounts.

The equipment is depreciated at the rate of 25% per annum in accordance with the policy of the charity and the depreciation charge for the year is £461 as shown above. The equipment will continue to be depreciated in the accounts in future years on its anticipated useful life.

	2000 £	1999 £
6. Unrestricted funds		
Balance at 1st January 2000	13710	29197
Incoming Resources	68760	58502
Resources Expended	(74193)	(73989)
	8277	13710
Transfer from restricted funds for expenditure incurred in year ended 31 December 1999 relating to lottery grant received	<u>11662</u>	-
Balance at 31st December 2000	<u>£19939</u>	<u>£13710</u>

# LINKS - HOUSING ADVICE AND SUPPORT FOR YOUNG PEOPLE

## NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST DECEMBER 2000

(continued)

### 7. Analysis of net assets between funds

	Tangible Fixed Assets	Net Current Assets	Total
Restricted funds	722	17161	17883
Unrestricted funds	<u>4672</u>	<u>15267</u>	<u>19939</u>
	<u>5394</u>	<u>32428</u>	<u>37822</u>

### 8. Debtors

	2000 £	1999 £
<b>Due within one year</b>		
Trade debtors	3025	1504
Other debtors	<u>570</u>	<u>-</u>
	<u>£3595</u>	<u>£1504</u>

### 9. Creditors - amounts falling due within one year

	2000 £	1999 £
Trade creditors	113	-
Other creditors	<u>8222</u>	<u>11036</u>
	<u>£8335</u>	<u>£11036</u>

### 10. Pension costs

The company operates a defined contribution scheme for its employees. The assets of the scheme are held separately from those of the company in a separately administered fund.

### 11. Controlling party

The company is controlled by the Board of Trustees.