

West Kent Extra Limited
Annual Report and Financial Statements
for the year ended
31 December 2021

Company no.	04986819
Charity no.	1104621

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West Kent Extra Limited
Annual Report and Financial Statements for the year ended 31 December 2021

Contents

	Page
Executives and advisors	1
Trustees' report	2
Strategic report	8
Independent auditor's report	14
Statement of financial activities	18
Balance sheet	19
Notes forming part of the financial statements	20-30

West Kent Extra Limited
Annual Report and Financial Statements for the year ended 31 December 2021

Executives and advisors

Status

The organisation is a charitable company limited by guarantee and has no share capital. West Kent Extra was incorporated on 5 December 2003 and registered as a charity on 29 June 2004.

The company was established under the Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association.

Trustees	Colin Wilby (Chair) Tracy Allison Ben Cooper Helen Edwards (resigned 16 June 2021) Angela George Brian Horton (resigned 16 June 2021) Megan Morvan Dr Joanne Simpson
Communities Director	Heather Brightwell (resigned 07/09/2021)
Interim Communities Director	Anabel Palmer (appointed 27/09/2021)
Secretary	Catherine Brymer
Registered office	101 London Road Sevenoaks Kent TN13 1AX
Auditors	BDO LLP 2 City Place Beehive Ring Road Gatwick, West Sussex RH6 0PA
Bankers	NatWest 67 High Street Sevenoaks Kent TN13 1LA
Solicitors	Trowers & Hamblins 3 Bunhill Row London EC1Y 8YZ
Registered number	VAT Registration number 927 5219 12

West Kent Extra Limited
Annual Report and Financial Statements for the year ended 31 December 2021

Trustees' report

The trustees, who are also the directors for the purposes of the Companies Act 2006, present their report for the year below.

The trustees in year are listed on page 1.

Principal activities and review of business

Our aim is to provide and advocate for community based social cohesion and social investment initiatives that add value to the communities of the historic county of Kent.

West Kent Extra is a charitable company limited by guarantee and its charitable objectives emphasise the critical link with West Kent Housing Association and clearly state:

- (a) why West Kent Housing Association should provide core funding and resources which underpin West Kent Extra; and
- (b) why West Kent Housing Association should continue to benefit from the development and success of West Kent Extra.

Our original mission statement is reviewed annually and remains unchanged:

'To build and support strong, cohesive and inclusive communities across Kent'

The charity's objectives (as detailed in the Memorandum of Agreement and Articles of Association) are to carry on for the benefit of the community as a charity:

- to encourage, foster, assist and promote such activities of West Kent Housing Association as are charitable and those of any similar organisations, established for charitable purposes, as shall be approved by the trustees from time to time;
- the promotion of urban or rural regeneration in areas of social and economic deprivation and in particular in communities within south east England with a high percentage of social housing tenants;
- the development of the capacities and skills of the inhabitants of communities in south east England with a high percentage of social housing, which the trustees consider are socially and/or economically disadvantaged in such a way that they are better to identify, and help meet, their needs and to participate more fully in society; and
- to promote, for the general benefit of the community, good citizenship and harmony within the community between people of different ethnic, cultural, or age backgrounds and between people with a disability and other people.

In December 2020 the West Kent Board and the trustees of West Kent Extra approved a new Community Investment Strategy which sets out the context, strategic aims and objectives of all communities work undertaken by West Kent Housing Association or West Kent Extra either jointly or separately, including how we will direct our activities and the areas for development over the next five years.

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

West Kent Extra Limited
Annual Report and Financial Statements for the year ended 31 December 2021

Trustees' report (continued)

In February 2022 the West Kent Board and the trustees of West Kent Extra made the decision to wind West Kent Extra down. The change in strategy to move the Community offer to focus on supporting West Kent Residents, rather than the whole of Kent, lead to a review of the structural arrangements for Community Investment. The cost benefit analysis showed a benefit in moving the community investment activities into West Kent Housing Association, with a reduction in overhead administration from the move.

Activities

West Kent Extra delivers a range of community projects at locations across Kent (including the unitary authority of Medway). In addition, West Kent Extra supports others to develop and deliver community initiatives through involvement in strategic and operational partnerships and through direct funding for local groups, by administering the Linda Hogan Community Fund on behalf of West Kent Housing Association.

We are committed to partnership and community working and to developing joint initiatives with other agencies that strengthen local provision and avoid duplication of resource. All our projects are staffed by appropriately trained workers and some have the support of trained volunteers.

Our activities are designed to address areas of need, hardship or inequalities within our communities, working with the community and other partners to identify and build on existing assets. We focus on areas in which we have expertise and a track record in delivery to build on, within the following priority outcomes:

- promoting wellbeing and preventing crisis;
- building active, resilient communities; and
- strengthening employability, skills and enterprise.

All of these areas remain vitally important and relevant following the impact of Covid in 2020 and 2021; we reached out to West Kent Housing Association tenants and our other customers and partners to understand local gaps and where we could flex our activities to respond. We are proud of the balance we achieved in adapting and continuing to deliver our services whilst taking the appropriate steps to ensure our customers and staff are safe, and ensuring the ongoing viability and security of the charity. We direct supporters and interested parties towards our annual Social Impact Report (available on West Kent Housing Association's website) which shares case studies of our work.

Effects of material estimates and judgements upon performance

Preparation of the financial statements requires management to make significant judgements and estimates. The accounts include an estimated resale value for stock at the furniture projects donated free of charge. This is shown as income in 'Other trading activities'. Stock at the year end includes £8,574 (2020: £8,024) of donated goods. Management monitors the actual sale value and considers whether there is significant change between estimated resale value and actual resale value which might indicate that impairment is required.

Qualifying third party indemnity provisions

The company has no qualifying third-party indemnity provisions in place.

West Kent Extra Limited
Annual Report and Financial Statements for the year ended 31 December 2021

Trustees' report (continued)

Structure, governance and management

West Kent Extra has set in place a procedure for the appointment of trustees. All trustees are now appointed from the West Kent Housing Association board members. In addition, a structured induction programme has been devised to enable trustees to understand the structure and culture of the organisation.

All staff are regularly monitored to ensure they comply with best practice and maximise opportunities for continuous improvement. Projects are structured and delivered according to the specific needs of the local communities they serve, based on appropriate consultation with key local statutory, voluntary agencies and members of the community itself. The Communities team provides operational management for our projects/services with additional critical support provided by West Kent Housing Association. This includes finance, ICT, HR, communications and marketing and service and policy development.

Key management personnel and staff remuneration are regularly monitored against the market. All staff are paid by West Kent Housing Association and seconded to West Kent Extra Limited. Therefore, the remuneration policies of West Kent Housing Association are followed at all times.

Going concern

The charity's business activities, its current financial position and factors likely to affect its future development are set out within the Strategic Report. The charity has in place sufficient resources to provide adequate resources to finance committed reinvestment, along with the charity's day to day operations.

The trustees reviewed West Kent Extra's financial plans in November and December 2021, as part of their normal annual review and budget setting process, as well as our principal financial risks. In February 2022 the trustees and Board of West Kent Housing Association took the decision to wind-down West Kent Extra and incorporate its activities into the parent organisation, West Kent Housing Association. It is anticipated that West Kent Extra will continue to operate in 2022, while detailed planning on the closure is undertaken, with closure to take place at a date to be decided after the close of the 2022 financial year. The Trustees intend and expect that the wind-down will entail a solvent closure and that surplus funds at closure will be dispersed in line with the agreed charitable objectives.

The trustees have assessed the ongoing impact of Covid and carried out an additional review of the charity's ongoing forecasts and projections to ensure it remains financially viable; the period considered is to 30 June 2023 and the forecasts have been stress tested to understand the sensitive areas. The most significant areas that are most likely to affect the charity's net assets are the level of grant and contract income, and the impact of store closures on the unrestricted income raised by Abacus Furniture stores. The charity does not rely on significant voluntary income from individuals or events, legacy fundraising or investment which have been more volatile, and the trading income from our furniture stores, whilst important, is not business critical. We have received reassurances from West Kent that it will continue to support West Kent Extra in 2022, and it demonstrated through 2021 the benefit of our ongoing positive relationships with other funders and commissioners as we worked together to reshape and evolve our services.

The trustees are of the opinion that the charity will have sufficient resources to meet its liabilities as they fall due. However the decision made in February 2022 to wind down West Kent Extra means that the accounts are not prepared on a going concern basis. By preparing the accounts on a non going concern basis the Trustees reviewed the assets and liabilities and no adjustments were required to the carrying values.

West Kent Extra Limited
Annual Report and Financial Statements for the year ended 31 December 2021

Trustees' report (continued)

Funds and reserves

Restricted funds relate to grants and donations received from funders to support future expenditure on specified services and activities. Unrestricted funds (also known as general reserves) have fewer requirements over their intended use but are invested in the charity's tangible fixed assets, or future expenditure on services and activities as specified by the directors. There were restricted funds of Nil (2020: £10,160) and unrestricted funds of £225,958 (2020: £215,798) at the end of the year.

The trustees have established a reserves policy; the situation we faced in 2020 with Covid is one example of why this is required. The charity will hold three months of "direct resources" expenditure as "free reserves". We define "direct resources" as resources excluding core staff costs expended on the delivery of projects and services. We define "free reserves" as unrestricted funds not committed or invested in tangible fixed assets.

We need to keep free reserves of £71,528 at current operating levels to achieve our reserves policy. The trustees feel able to continue the current activities of the charity, with this level of free reserves, in the event of a significant drop in funding or change in operating landscape. We would consider how the funding would be replaced or activities changed in such an event. The free reserves were £225,958 at 31 December 2021.

Assessment of the effectiveness of internal control

The trustees have overall responsibility for ensuring that the charity has appropriate systems of control, both financial and operational: for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity; for safeguarding the assets of the charity and for reasonable steps for the prevention and detection of fraud and other irregularities. The trustees have reviewed the major risks to which West Kent Extra is exposed, and systems and procedures have been established to manage those risks.

The systems of internal controls (adopted from and shared with West Kent Housing Association) are designed to provide reasonable assurance that:

- the charity is operating efficiently and effectively in the pursuit of its objectives;
- funds are applied in accordance with the intentions of the funder;
- assets are safeguarded against unauthorised use or disposition;
- proper records are maintained and financial information used within the charity or for publication is reliable; and
- the charity complies with relevant laws and regulations.

They are also designed to provide reasonable, but not absolute, assurance against material misstatement or loss. They include:

- a strategic plan and a five-year budget at group level approved by the trustees;
- regular consideration by the trustees of financial results and variance from budgets;
- delegation of authority and segregation of duties;
- inclusion of West Kent Extra activity within West Kent's internal audit programme;
- performance monitoring reports regularly tabled at West Kent Extra board meetings (Communities and Housing Committee); and
- identification and management of risks.

West Kent Extra Limited
Annual Report and Financial Statements for the year ended 31 December 2021

Trustees' report (continued)

Fundraising statement

We continue to implement the Funding Strategic Plan aligned with the Communities Strategy, which was renewed in 2020. We achieve our aims with the kind support of our funders, partners and communities.

We make a fundraising statement every year in line with Section 162a of the Charities Act 2011. Our team at West Kent Extra Limited does not undertake fundraising from the public. Individual fundraising is presented in our accounts as donations Nil (2020:Nil).

We manage all solicitations for funding towards charitable activities. We do not involve commercial participators, professional fundraisers or third parties. Our Senior Management Team has delegated responsibility to manage income generation. The team is accountable to the trustees.

We did not receive any fundraising related complaints in 2021. Our staff behave reasonably, in line with our code of conduct. We have a values-based culture. We promote and train for customer service excellence. We do not approach individuals for funds. We will design specific procedures to monitor activity of individual fundraising if it becomes appropriate. We approach trusts, corporates and local authorities to support our activities.

Our supporters are Arnold Clark Community Fund, ASDA Foundation, Brenwards, the Cole Charitable Trust, BBC Children in Need, Edenbridge Town Council, Garfield Weston Foundation, Great Stone Bridge Trust, the Julia and Hans Rausing Trust, John Coldman Charitable Trust, Kent Community Foundation (Green Family Fund and Lawson Endowment for Kent), Kent County Council, Kent Sport, Maidstone Borough Council, Medway Council, Migrant Help, , National Lottery Community Fund, New Ash Green Parish Council. Sarah D'Avigdor-Goldsmid Charitable Trust, Sevenoaks District Council, Sevenoaks Lions, South East Consortoum Foundation, Stanhope Community Chest, Vodafone, West Kent Housing Association and Westerham Town Council. We received £85,000 subject to de minimis State Aid regulations.

With their support we have been able to furnish houses for people in crisis across Kent; create social impact through our social enterprises; support vulnerable young people across the Sevenoaks District and help people get into training, work or self-employment. We are grateful for their support, particularly through an extremely challenging and uncertain year.

West Kent Extra Limited
Annual Report and Financial Statements for the year ended 31 December 2021

Trustees' report (continued)

Trustee members' responsibilities

The trustees are responsible for preparing the Strategic report, the Trustees' report and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Trustees 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business. As explained in note 1 to the financial statements, the trustees do not believe the going concern bases to be appropriate and in consequence these financial statements have not been prepared on that bases.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions. They must also disclose the financial position of the charity with reasonable accuracy at any time and enable them to ensure that the financial statements comply with the Companies Act 2006. They are responsible for safeguarding the assets of the charity and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Auditors

All the current trustees have taken the necessary steps to make themselves aware of any information needed by the charity's auditors for the purposes of their audit and to establish that the auditors are aware of that information. The directors are not aware of any relevant audit information that the auditors are unaware of.

By order of the board



Colin Wilby
Chair of the Board of Trustees –

Date: 17 May 2022

West Kent Extra Limited
Annual Report and Financial Statements for the year ended 31 December 2021

Strategic report

Objectives and Activities

Mission Statement

We will work with residents to build and support strong, cohesive and inclusive communities across the historic county of Kent.

Business model

The Communities Strategy 2017-2021 set out the way we work to achieve our mission. The Strategy was reviewed and a new Community Investment Strategy approved in December 2020.

We deliver projects and services to support Kent and Medway residents under the following themes:

- **Promoting Wellbeing and Preventing Crisis:**
Relevant West Kent Extra services delivered in 2021 included the Kent Support and Assistance service and the services hosted by the Abacus Furniture projects which provided families and individuals in need with the essential household goods that many of us take for granted.
- **Building active, resilient communities:**
Relevant West Kent Extra services delivered in 2021 included the management of the Linda Hogan Community Fund on behalf of West Kent and our youth and community projects.
- **Strengthening Employability, Skills and Enterprise:**
Relevant West Kent Extra services delivered in 2021 included tailored employability support, job hubs and training events.

We retain the commitments in the Communities Strategy to provide services only where we have the capacity to deliver with quality, and seek to influence and advocate for others where there is a community need outside our remit. We aim to empower individuals and communities to support themselves where possible in the medium to long term, and work in partnership with residents and a wide range of other organisations to bring the greatest benefit to communities.

Development and performance during the financial year

We knew that 2021 was going to be a challenging and busy year, and would like to recognise the incredibly hard work of all our staff as well as the support of our funders and partners in making sure we could continue to help our communities – as well as all the incredible action we saw people in those communities taking to support each other. Some of the highlights and challenges are set out below, against our priorities for the year.

In 2021 we planned to:

1. Ensure the ongoing safe and successful delivery of our services through Covid:

Exceeding our funding target of £1.4m was a fantastic achievement in a year when the normal funding and commissioning processes were disrupted. We continued to adapt all our key services to respond to changing Covid-19 guidance. Moving from virtual to face-to-face activities when possible. We did not have to return any grant monies due to an inability to deliver. We continued to deliver initiatives in response to Covid, for example delivering specialist intensive support to adults who were made redundant or became unemployed for the first time.

West Kent Extra Limited
Annual Report and Financial Statements for the year ended 31 December 2021

Strategic report (continued)

We continued to deliver a training programme in partnership with Clarion Futures, Golding Vision and the Department of Work and Pensions. We have increased the Employment and Training support we provide to help people into work, having received 398 referrals and successfully supported 75 people into jobs and 63 into training programmes. We have also opened two job hubs across Kent and have held 2 successful job fairs in partnership with local employers.

We work with Kent County Council on the Kent Support and Assistance Service, delivering essential household goods sourced from our Abacus Furniture stores (even when they were closed to the public) and wider supply chain. The need for this service increased this year and we were pleased to be able to support over 1,300 households across Kent in this way.

2. Develop our asset-based community development in three Kent communities:

We have been limited our ability to deliver this objective as it relies heavily on face to face and local engagement which has been a challenge during the pandemic. We have therefore refocussed our activities and resources on extending our youth provision and our online engagement with beneficiaries across projects and services recognising the vital importance of digital inclusion. We have developed a partnership with COMPAID to ensure that where digital skills are a barrier, we have a resource in place to provide upskilling and support for digital learning. This resource has been successfully aligned to our employment and training projects providing improved access to employment opportunities.

We also deliver wider community impact through the Linda Hogan Community Fund, which we administer on behalf of West Kent Housing Association. The fund provides contributions to a range of activities across Kent, all of which support increased community engagement and participation with a focus on improving quality of life for disadvantaged communities. This year we have funded youth activities across a range of ages, community fun days and events, projects for older people and families.

3. Increase our work with older residents and build on our crisis prevention and wellbeing services:

Being able to work with older residents, particularly face to face, was a real challenge in 2021 due to the ongoing restrictions and safety concerns for this group in particular. Despite these challenges, we delivered a singing group for older people in Edenbridge, funded by National Lottery Community Fund (Awards for All) attended by 20 local people. We expect to continue this project with a short programme of speakers, music sessions and IT sessions at Queens Court.

We have continued to partner with the Kent Support and Assistance programme on crisis prevention and wellbeing, facilitating access to furniture and basic household items for individuals and families in need across Kent. This programme has seen an increase in demand over the year in light of the increased challenges faced through the pandemic as well as wider pressures on household incomes.

4. Review and reshape our youth services:

Youth work continues to be key to our activities, last year we said we wanted to extend our youth services. Despite the challenges of the year, we were able to extend the scope of the opportunities we provide. Where possible we moved our engagement on line to ensure we maintained contact with young people at a critical time for young people's health and wellbeing. During this time we recorded 398 digital engagements with young people. We continued with our core services delivered through our HOUSE Edenbridge youth facility, as well as maintaining our 8- 12's Young Adventurers programme across Sevenoaks. We also extended

West Kent Extra Limited
Annual Report and Financial Statements for the year ended 31 December 2021

Strategic report (continued)

provision and have delivered 17 Fun days in partnership with Sevenoaks District Council, and two residential trips attended by 58 young people, 39 of whom were away from their parents for the first time making these exciting and valuable development opportunities, as well as providing a holiday for some young people who may not otherwise have a break. Much of this was delivered through support from Kent County Council and was able to happen because of their Reconnect funding, aimed at reengaging young people in their Communities and encouraging them to link back in with services.

5. Review and reshape our Abacus Furniture Projects:

Despite a reduced scope of activities due to the impact of the pandemic on our operations we still had a successful year, reviewing how we work to accommodate virtual viewings and safe visits ensuring health and safety was our priority whilst managing sales in our stores. We continued to in partnership with Kent County Council supporting families in need across Kent with speedy access to basic furniture provision, as well as delivering the sale of affordable furniture and household goods to the local community and saving waste from landfill. This year we have successfully achieved the following:

- We have provided furniture to 1800 customers comprising 500 tenants, the remainder being local residents and support to families in need across Kent.
- We have hosted 719 hours of volunteer hours providing valuable opportunities to build confidence and motivation as well as work experience as part of a journey to work.
- We have made a positive impact on the local environment by collecting, repairing and repurposing furniture from 647 homes as well as recycling and diverting 61,700 Kilos of waste from landfill.

In line with our previous review we have assessed and evaluated our sites and taken the decision to focus our activities and projects on our Sevenoaks locations which is the largest and most central space we manage. This has also enabled us to host a Men's Sheds project, providing wider support and wellbeing opportunities to the local community.

Future prospects

In 2022 we will:

- Review all of our community services and projects to ensure residents and their wider communities are central to our activities as the key beneficiaries of our activities and community investment.
- Establish a community development pilot to form the basis of our new Thriving Communities Neighbourhood offer.
- Build a model based on partnership, aligned to direct delivery to avoid duplication and maximise resources.
- Develop a clear impact assessment model to be able to demonstrate the impact of our work in communities.

West Kent Extra Limited
Annual Report and Financial Statements for the year ended 31 December 2021

Strategic report (continued)

Principal risks and uncertainties

The West Kent Housing Association group has an appropriate, robust and prudent business planning, risk and control framework which considers and includes the work of West Kent Extra. This is reviewed annually in the context of our operating environment and opportunities, which included scenario testing and consideration of the changes in the economy as we start to recover from the global pandemic and the rising inflation and fuel costs the principal uncertainty in 2021.

The three highest risk areas on delivering our business objectives are detailed below.

Strategic risk	Mitigation
SR1 Failure to maintain financial health	WKE Reserves Policy in place. There is an annual review of WKE as a going concern. Financial monitoring/reporting through WKE management accounts including forward projections and operating margins. Funding strategic plan and periodic review of grants/contracts with plans in place for those ending in coming 12 months. Fraud Policy and Register.
SR3 Failure to meet our H&S responsibilities	External review undertaken in 2021, suite of KPIs implemented from recommendations and progress reporting in place quarterly to Communities and Housing Committee. Clear roles and accountabilities for named staff and mandatory training in place. Health and Safety Policy, Staying Safe at Work policy and risk assessments for activities and staff roles. Safeguarding Policies and Procedures, including Safer Recruitment Procedure. External checks carried out by commissioners.
SR4 Failure in data capture, integrity and management	Dedicated Data Protection Officer with a Data protection improvement plan. Internal Audit review programme. Mandatory data protection e-learning for staff. Sector/commissioner guidance for service delivery for regulated and funded projects and services. Validation of data underway with census 2022. Dashboard to be developed to provide executive oversight of data integrity assurance Q1 2022.

West Kent Extra Limited
Annual Report and Financial Statements for the year ended 31 December 2021

Strategic report (continued)

Next Steps

The trustees and management continue to discuss and monitor the ongoing impact of Covid, inflationary pressures and the emerging risks from the war between Russia and Ukraine, taking into account the UK Government and sector advice and guidance. Despite the challenges of 2021 we continue to perform well and are optimistic about achieving our 2022 objectives.

Our Funding Strategic Plan remains in place to support us in expanding our funding pipeline and securing the external funding needed to deliver essential services. The charity also benefits from the ongoing funding and support from West Kent Housing Association, which reaffirmed its commitment to community investment activities such as those delivered through West Kent Extra in its new five-year Strategic Plan which was approved in 2020, albeit these will be delivered through a change in structure post 2022.

A new risk register for West Kent Extra was drafted in March 2021, with the support of a new Head of Governance and Risk, who is working with managers and trustees to further improve oversight and assurance going forward.

Financial and non financial key performance indicators and financial position at year end

West Kent Extra has a surplus of £Nil (2020: surplus £13,787), of which there was an increase in general reserves of £10,160 and a decrease of restricted reserves of £10,060 in the year. West Kent Extra received core funding from West Kent Housing Association of £547,218 (2020: £647,749); without this funding West Kent Extra would not be able to operate.

During 2021 our focus was on responding flexibly to the challenges our communities faced through Covid, whilst adapting and maintaining our core services as set out above.

Following on from the development of a new Community Investment Strategy which was approved in December 2020, we have changed our performance reporting moving forward, with a new set of indicators being reported on.

The performance against the key performance indicators originally set for 2021 are shown below. Where this is referring to the combined work of West Kent Housing Association and West Kent Extra this is stated.

West Kent Extra Limited
Annual Report and Financial Statements for the year ended 31 December 2021

Strategic report (continued)

2021 Key Performance Indicators	2021 Performance
Secure £1.4m of external funding for Communities work.	We ended the year with just under £1.5m external funding (not counting funding contributed by West Kent Housing Association) secured for Communities projects and services across both West Kent and West Kent Extra. We have therefore exceeded our target and are particularly pleased to have achieved this in a difficult and uncertain funding environment. This funding has supported us to deliver greater support for the health and wellbeing of our residents, with a particular focus on our young people's projects and on emergency provision for communities across Kent.
Support 50 people into employment / improved employment situation.	This performance indicator was introduced in 2020 and for the second year running we have exceeded our target. This year we have supported 75 people into work and a further 62 onto training courses. We are particularly pleased to have achieved this during a time of challenging and fluctuating employment demand and when the whole recruitment process has been complicated by the pandemic.
Annual impact report of our work available by March each year.	This year we produced an extensive Social Impact report reflecting the work of both West Kent Extra and West Kent and the difference our projects and services make to our residents lives. The report was produced and distributed in April 2021.

Approval

This Strategic Report was approved by order of the board on 17 May 2022.



Anabel Palmer
Interim Communities Director

West Kent Extra Limited
Annual Report and Financial Statements for the year ended 31 December 2021

INDEPENDENT AUDITOR'S REPORT TO MEMBERS OF WEST KENT EXTRA LIMITED

Opinion on the 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 December 2021 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

We have audited the financial statements of West Kent Extra Limited ("the Charitable Company") for the year ended 31 December 2021 which comprise the statement of financial activities, the balance sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Independence

We remain independent of the Charitable Company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

Emphasis of matter – Financial statements prepared on a basis other than going concern

We draw attention to Note 1 to the financial statements which explains that the Trustees intend to wind down the Charitable Company and therefore do not consider West Kent Extra to be a going concern. Accordingly the financial statements have been prepared on a basis other than that of going concern as described in Note 1. Our opinion is not modified in this respect of this matter.

Other information

The Trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our auditor's report thereon. The other information comprises: the Trustees Report and the Strategic Report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our

West Kent Extra Limited
Annual Report and Financial Statements for the year ended 31 December 2021

knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Other Companies Act 2006 reporting

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Strategic Report and Trustees' Report, which includes the Directors' Report prepared for the purposes of Company Law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Strategic report and the Directors' Report, which is included in the Trustees' report, have been prepared in accordance with applicable legal requirements.

In the light of the knowledge and understanding of the Charitable Company and its environment obtained in the course of the audit, we have not identified material misstatement in the Strategic report or the Trustee's report.

We have nothing to report in respect of the following matters in relation to which 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 Directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of Trustees

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

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

West Kent Extra Limited
Annual Report and Financial Statements for the year ended 31 December 2021

Auditor's responsibilities for the audit of the financial statements

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

Extent to which the audit was capable of detecting irregularities, including fraud

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Based on our understanding of the Charitable Company and the sector in which it operates, we identified that the principal risks of non-compliance with laws and regulations related to their registration with the Charity Commission, and we considered the extent to which non-compliance might have a material effect on the Financial Statements or their continued operation. We also considered those laws and regulations that have a direct impact on the financial statements such as compliance with the Companies Act 2006 and tax legislation.

We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls), and determined that the principal risks were related to posting inappropriate journal entries to manipulate financial results and management bias in accounting estimates.

The audit procedures to address the risks identified included:

- Challenging assumptions made by management in their significant accounting estimates.
- Identifying and testing journal entries, in particular any journal entries posted from staff members with privilege access rights, journals posted by key management, journals posted journals posted after the year end.
- Reading minutes of meetings of those charged with governance, reviewing internal audit reports and reviewing correspondence with HMRC and the Charity Commission.

Our audit procedures were designed to respond to risks of material misstatement in the financial statements, recognising that the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery, misrepresentations or through collusion. There are inherent limitations in the audit procedures performed and the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we are to become aware of it.

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

West Kent Extra Limited
Annual Report and Financial Statements for the year ended 31 December 2021

Use of our report

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 Charitable Company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Paula Willock

Paula Willock (Senior Statutory Auditor)
For and on behalf of BDO LLP, statutory auditor
Gatwick, UK

Date: 07 June 2022

BDO LLP is a limited liability partnership registered in England and Wales (with registered number OC305127).

West Kent Extra Limited**Annual Report and Financial Statements for the year ended 31 December 2021****Statement of financial activities (Incorporating income and expenditure account)**

	Notes	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
<u>Income from:</u>					
Donations	4	660,371	38,164	698,535	731,157
Charitable activities	5	695,377	-	695,377	430,022
Other trading activities	6	129,220	-	129,220	170,870
Investments	7	33	-	33	176
Total		1,485,001	38,164	1,523,165	1,332,225
<u>Expenditure on:</u>					
Charitable activities	9	(1,122,684)	(48,324)	(1,171,008)	(944,913)
Other trading activities	8	(352,157)	-	(352,157)	(373,525)
Total		(1,474,841)	(48,324)	(1,523,165)	(1,318,438)
Net income/(expenditure) and result/surplus for the year		10,160	(10,160)	-	13,787
Transfers between funds		-	-	-	-
Net movement in funds		10,160	(10,160)	-	13,787
Fund balances brought forward		215,798	10,160	225,958	212,171
Fund balances carried forward		225,958	-	225,958	225,958

The charity has no other recognised gains or losses.

The income and expenditure on this statement derives from continuing activities in the current and prior year. See note 2 for the description of the decision to close West Kent Extra.

The notes on pages 20 to 30 form part of these financial statements.

West Kent Extra Limited

Annual Report and Financial Statements for the year ended 31 December 2021

Charity balance sheet

Company number No 04986819

	Notes	2021 £	2020 £
Fixed assets:			
Tangible fixed assets	11	-	21,217
Current assets:			
Debtors	12	151,098	78,446
Stock	13	14,030	11,979
Cash at bank and in hand		383,692	358,097
		<u>548,820</u>	<u>448,522</u>
Liabilities:			
Creditors: amounts falling due within one year	14	(322,862)	(243,781)
Net current assets		<u>225,958</u>	<u>204,741</u>
Total assets less current liabilities		<u>225,958</u>	<u>225,958</u>
The funds of the charity:			
Unrestricted funds	18	225,958	215,798
Restricted funds	18	-	10,160
Total charity funds		<u>225,958</u>	<u>225,958</u>

The financial statements were approved and authorised for issue by the Trustees on 17 May 2022.

Signed on behalf of the Trustees by:



Colin Wilby
Chairman



Tracy Allison
Trustee

The notes on pages 20 to 30 form part of these financial statements.

West Kent Extra Limited
Annual Report and Financial Statements for the year ended 31 December 2021

Notes to the financial statements

1 Accounting policies

(a) Basis of preparation

The financial statements have been prepared in accordance with applicable law and UK accounting standards (United Kingdom Generally Accepted Accounting Practice) which for West Kent Extra includes FRS 102 'the Financial Reporting Standard applicable in the United Kingdom and the Republic of Ireland', the Statement of Recommended Practice: Accounting and Reporting by charities, the Companies Act 2006 and applicable accounting standards.

In preparing these financial statements the company has taken advantage of all disclosure exemptions conferred by FRS 102. Therefore these financial statements does not include:

- a statement of cash flows.

The trustees' determined that the functional and presentational currency is pound sterling.

(b) Charity status

The charity is incorporated as a company limited by guarantee in the UK under the Companies Act 2006 (Company no. 04986819). West Kent Extra is registered as a charity (Charity commission no. 1104621). It was registered on 5 December 2003.

(c) Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the funders or which have been raised by the charity for a particular purpose.

(d) Income

All income arises in the United Kingdom and is included in the Statement of Financial Activities (SOFA) when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- donations and legacies are received by the way of grants, donations, gifts and gift aid and are accounted for when receivable;
- charitable activities income received for:
 - social enterprise - Furniture project from local authority contracts are accounted for when the end user is provided with furniture and starter packs;
 - training and employment are recognised when receivable; and
 - community development grants are recognised when receivable.
- other trading activities includes sales of new furniture and café sales, which are accounted for on the receipt of income, and donated furniture accounted for on receipt of donation at historic average sales price for similar items; and
- investment income is included when receivable.

West Kent Extra Limited
Annual Report and Financial Statements for the year ended 31 December 2021

Notes to the financial statements

1 Accounting policies (continued)

(e) Expenditure

All expenditure is accounted for on an accruals basis and has been classified under the heading that aggregates all costs related to that category.

Expenditure on other trading activities for the furniture store relates to the purchase of new saleable items which have been sold and direct overheads.

Charitable activities expenditure includes direct costs for equipment, resources and furniture incurred to deliver activity and direct West Kent Housing Association staffing costs where externally funded.

Support and management costs include governance, general overheads and non direct West Kent Housing Association staff and support costs. These are apportioned on the basis of West Kent Housing Association staff time spent on each of the activities and allocated to expenditure on other trading activities and charitable activities.

The 'Linda Hogan Community Fund' project issues grants. The grants payable are charged in the year when the offer is conveyed to the recipient except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attached are fulfilled. Grants offered subject to conditions, which have not been met at the year-end, are noted as a commitment but not accrued as expenditure.

Staff costs are recharged from West Kent Housing Association and allocated on the basis of time spent. Support costs are group administration costs allocated based on West Kent Extra's proportions of groups direct costs.

(f) Tangible fixed assets and depreciation

Fixed assets are all classified as Property, Plant and Equipment as per the definition in FRS102 and are held at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided to write off the cost, less estimated residual values, of all tangible fixed assets evenly over their estimated economic lives. It is calculated at the following rate:

	Years
Motor vehicles	5
Computers, office furniture	5
Fixtures & fittings	10

(g) Impairment of fixed assets

Fixed assets are assessed for indicators of impairment at each balance sheet date. Where indicators are identified then a detailed assessment is undertaken to compare the carrying amount of assets or cash generating units for which impairment is indicated to their recoverable amounts. An option appraisal is carried out to determine the option which produces the highest net realisable value. Valuations on potential sale proceeds are obtained and used to inform the options.

West Kent Extra Limited
Annual Report and Financial Statements for the year ended 31 December 2021

Notes to the financial statements

1 Accounting policies (continued)

The company looks at the net realisable value, under the options available, when considering the recoverable amount for the purposes of impairment assessment. The recoverable amount is taken to be the higher of the fair value less costs to sell or value in use of an asset or cash generating unit. The assessment of value in use may involve considerations of the service potential of the assets or cash generating units concerned or the present value of future cash flows to be derived from them appropriately adjusted to account for any restrictions on their use.

(h) Operating Leases

All leases are classified as operating leases. Their annual rentals are charged to profit or loss on a straight-line basis over the term of the lease.

(i) Irrecoverable VAT

The financial statements include VAT to the extent that it is suffered by the company and not recoverable from HM Revenue and Customs.

(j) Stocks

Purchased stock is valued at the lower of cost and net realisable value. Donated stock is valued at the historic average sales price for similar items.

Net realisable value is based on the estimated selling price. The stock holding is wholly for the social enterprise – furniture projects.

(k) Going concern

The trustees reviewed West Kent Extra's financial plans in November and December 2021, as part of their normal annual review and budget setting process, as well as our principal financial risks. In February 2022 the trustees and Board of West Kent Housing Association took the decision to wind-down West Kent Extra and incorporate its activities into the parent organisation, West Kent Housing Association. It is anticipated that West Kent Extra will continue to operate in 2022, while detailed planning on the closure is undertaken, with closure to take place at a date to be decided after the close of the 2022 financial year. The Trustees intend and expect that the wind-down will entail a solvent closure and that surplus funds at closure will be dispersed in line with the agreed charitable objectives.

The trustees have assessed the ongoing impact of Covid and carried out an additional review of the charity's ongoing forecasts and projections to ensure it remains financially viable; the period considered is to 30 June 2023 and the forecasts have been stress tested to understand the sensitive areas. The most significant areas that are most likely to affect the charity's net assets are the level of grant and contract income, and the impact of store closures on the unrestricted income raised by Abacus Furniture stores. The charity does not rely on significant voluntary income from individuals or events, legacy fundraising or investment which have been more volatile, and the trading income from our furniture stores, whilst important, is not business critical. We have received reassurances from West Kent that it will continue to support West Kent Extra in 2022, and it demonstrated through 2021 the benefit of our ongoing positive relationships with other funders and commissioners as we worked together to reshape and evolve our services.

West Kent Extra Limited
Annual Report and Financial Statements for the year ended 31 December 2021

Notes to the financial statements

1 Accounting policies (continued)

The trustees are of the opinion that the charity will have sufficient resources to meet its liabilities as they fall due. However the decision made in February 2022 to wind down West Kent Extra means that the accounts are not prepared on a going concern basis. By preparing the accounts on a non going concern basis the Trustees reviewed the assets and liabilities and no adjustments were require to the carrying values.

2 Judgements in applying accounting policies and key sources of estimation uncertainty

Key judgements

In preparing these financial statements, key judgements have been made in respect of the following:

- Support costs have been allocated on the basis of staff time spent on each of the activities.
- Staff management costs and overhead costs are allocated to activities based on direct expenditure on each of the activities.

Estimation uncertainty

- Estimates for the value of donated stock held at year end have been based on historic average selling price for similar items. Post year end sales were halted during lock-down period. We do not expect any deterioration in the net realisable value of the donated stock held once trading resumes.

3 Operating Surplus

	Total 2021	Total 2020
This is arrived at after charging:	£	£
Depreciation of fixed assets	3,340	3,340
Auditors remuneration (excluding VAT)	8,250	7,260
Operating lease charges – land & building	25,800	25,696

West Kent Extra Limited
Annual Report and Financial Statements for the year ended 31 December 2021

Notes to the financial statements

4 Income from donations

	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Core funding				
West Kent Housing Association	547,218	-	547,218	647,749
Community development				
House Project	58,931	-	58,931	25,580
8-12's Projects Sevenoaks District	24,450	-	24,450	25,083
Linda Hogan Fund	500	-	500	60
Help the move	-	-	-	1,265
Social enterprise - Furniture project				
Abacus Furniture Stores	29,272	-	29,272	3,584
Training & employment				
Training & employment	-	38,164	38,164	27,836
	<u>660,371</u>	<u>38,164</u>	<u>698,535</u>	<u>731,157</u>

5 Income from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Social enterprise - Furniture project				
Social Fund KSAS	565,861	-	565,861	344,428
Kent SVPRS	2,753	-	2,753	7,113
Starters Packs Project	-	-	-	3,000
Moat Furniture Bursary	-	-	-	(159)
Community development				
KCC Youth Contract	75,000	-	75,000	75,000
Covid Youth Contracts	42,165	-	42,165	-
Older Youth Contracts	8,860	-	8,860	640
Connecting Older People in Edenbridge	738	-	738	-
	<u>695,377</u>	<u>-</u>	<u>695,377</u>	<u>430,022</u>

West Kent Extra Limited
Annual Report and Financial Statements for the year ended 31 December 2021

Notes to the financial statements

6 Income from other trading activities

	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2020 £
Social enterprise - Furniture project				
Abacus Furniture Stores	129,220	-	129,220	170,870
	<u>129,220</u>	<u>-</u>	<u>129,220</u>	<u>170,870</u>

7 Investment income

	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Bank interest	33	-	33	176
	<u>33</u>	<u>-</u>	<u>33</u>	<u>176</u>

8 Expenditure on other trading activities

	Direct costs £	Allocation of support and staff costs £	Total 2021 £	Total 2020 £
Social enterprise - Furniture project				
Abacus Furniture Stores	272,862	79,295	352,157	373,525
	<u>272,862</u>	<u>79,295</u>	<u>352,157</u>	<u>373,525</u>

West Kent Extra Limited**Annual Report and Financial Statements for the year ended 31 December 2021****Notes to the financial statements****9 Expenditure on charitable activities**

	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Community development				
KCC Youth Contract	134,783	-	134,783	124,136
House Project	60,395	-	60,395	68,886
8-12's Projects Sevenoaks District	45,782	10,160	55,942	33,395
Covid Youth Contracts	27,786	-	27,786	-
Linda Hogan Fund	18,764	-	18,764	21,328
Youth Development resource	13,056	-	13,056	76,876
Eden Centre Office	3,821	-	3,821	1,494
Connecting Older People in Edenbridge	3,194	-	3,194	-
Older Youth Contracts	1,775	-	1,775	858
Help the move	260	-	260	-
Stronger Kent Communities	-	-	-	1,995
Social enterprise - Furniture project				
Social Fund KSAS	717,962	-	717,962	482,135
Kent SVPRS	1,981	-	1,981	5,774
Starters Packs Project	-	-	-	1,671
Training & employment				
Training & Employment	93,125	38,164	131,289	126,365
Training for all	-	-	-	-
	1,122,684	48,324	1,171,008	944,913

West Kent Extra Limited**Annual Report and Financial Statements for the year ended 31 December 2021****Notes to the financial statements****9 Expenditure on charitable activities continued**

	Allocation of		Total	Total
	Direct costs	support and staff costs	2021	2020
	£	£	£	£
Community development				
KCC Youth Contract	107,120	27,663	134,783	124,136
House Project	47,795	12,600	60,395	68,886
8-12's Projects Sevenoaks District	44,011	11,931	55,942	33,395
Covid Youth Contracts	21,472	6,314	27,786	-
Linda Hogan Fund	14,500	4,264	18,764	21,328
Youth Development resource	10,746	2,310	13,056	76,876
Eden Centre Office	2,953	868	3,821	1,494
Connecting Older People in Edenbridge	2,468	726	3,194	-
Older Youth Contracts	1,372	403	1,775	858
Help the move	260	-	260	-
Stronger Kent Communities	-	-	-	1,995
Social enterprise - Furniture project				
Social Fund KSAS	556,531	161,431	717,962	482,135
Kent SVPRS	1,531	450	1,981	5,774
Starters Packs Project	-	-	-	1,671
Training & employment				
Training & Employment	101,814	29,475	131,289	126,365
Training for all	-	-	-	-
	<u>912,573</u>	<u>258,435</u>	<u>1,171,008</u>	<u>944,913</u>

Within the allocation of support costs and staff costs are £10,858 of governance costs (2020:£7,260)

West Kent Extra Limited
Annual Report and Financial Statements for the year ended 31 December 2021

Notes to the financial statements

10 Staff costs

All staff were employed by West Kent Housing Association and the cost is charged to West Kent Extra in the current year and prior year. As such there are no staff in West Kent Extra that receive remuneration in excess of £60,000. During the year no expenses were reimbursed to trustees and no trustee received remuneration (2020:£nil).

	Plant & Machinery £	Fixtures, fittings and equipment £	Total £
Cost			
At 1 January 2021	25,220	38,498	63,718
Additions	-	-	-
Disposals	-	-	-
At 31 December 2021	25,220	38,498	63,718
Depreciation			
At 1 January 2021	25,220	17,281	42,501
Charge for year	-	3,340	3,340
Disposals	-	-	-
At 31 December 2021	25,220	20,621	45,841
Impairment			
At 1 January 2021	-	-	-
Charge for year	-	17,877	17,877
Released	-	-	-
At 31 December 2021	-	17,877	17,877
Net book value			
At 31 December 2021	-	-	-
At 31 December 2020	-	21,217	21,217

12 Debtors

	Total 2021 £	Total 2020 £
Trade Debtors	11,650	37,024
Accrued income	139,448	41,422
	151,098	78,446

13 Stock

	Total 2021 £	Total 2020 £
Stock of donated furniture	8,574	8,024
Stock of new furniture	5,456	3,955
	14,030	11,979

There is no material difference between the replacement cost of stocks and the amount stated above.

West Kent Extra Limited
Annual Report and Financial Statements for the year ended 31 December 2021

Notes to the financial statements

14 Creditors: Amounts falling due within one year:	Total 2021 £	Total 2020 £
Accruals and deferred income	97,945	87,126
Amounts owed to parent undertaking	224,917	156,655
	<u>322,862</u>	<u>243,781</u>

Deferred income £47,207 (2020: £51,759 all released in 2020) relates to contract income invoiced in advance.

The amounts owed to parent undertaking is for services provided.

15 Operating Leases

The charity has one non-cancellable operating lease as set out

	2021 £	2020 £
Amounts payable as lessee		
No later than one year	7,167	21,500
Later than one year and not later than five years	-	86,000
Later than five years	-	29,358
	<u>7,167</u>	<u>136,858</u>

The above lease has been terminated at a break clause from 4 May 2022.

16 Parent undertaking

The charity is a subsidiary undertaking of West Kent Housing Association, a Registered Provider of social housing with charitable objectives. West Kent Extra is considered to be controlled by West Kent Housing Association, due to their power to appoint the trustees. The consolidated accounts of the parent are available to the public and may be obtained from West Kent Housing Association, 101 London Road, Sevenoaks, Kent TN13 1AX.

17 Related Parties

West Kent Extra received management services, staff and other services from its parent West Kent Housing Association. West Kent Housing makes a donation towards the Management, Staff and other charges to West Kent Extra. The quantum and basis of those charges is set out below.

	Staff and Management costs recharged		Other charges		Total	
	2021 £	2020 £	2021 £	2020 £	2021 £	2020 £
Charged by parent	(670,118)	(692,734)	(107,295)	(107,250)	(777,413)	(799,984)
Donation by parent	439,923	540,499	107,295	107,250	547,218	647,749
	<u>(230,195)</u>	<u>(152,235)</u>	<u>-</u>	<u>-</u>	<u>(230,195)</u>	<u>(152,235)</u>

West Kent Extra considers the key management personnel to be the Trustees, Communities Director and the Head of Communities, there are no transactions between West Kent Extra and the key management personnel and this is set out in note 10.

West Kent Extra Limited
Annual Report and Financial Statements for the year ended 31 December 2021

Notes to the financial statements

18 Statement of funds	1 Jan 2021				31 Dec 2021
	b/fwd	Income	Expenditure	Transfers	c/fwd
	£	£	£	£	£
Unrestricted funds	215,798	1,485,001	(1,474,841)	-	225,958
Restricted funds					
Training & Employment	-	38,164	(38,164)	-	-
8-12's Projects Sevenoaks District	10,160	-	(10,160)	-	-
Total restricted funds	10,160	38,164	(48,324)	-	-
Total funds	225,958	1,523,165	(1,523,165)	-	225,958

The restricted funds are to support on going projects where funds have been received with a specific purpose.

Fund received in 2020 for 8-12's Projects Sevenoaks District funds were from Children In Need.

Sufficient resources are held in an appropriate form to enable each fund to be applied in accordance with any restrictions.

19 Analysis of net assets between funds

	Unrestricted	Restricted	Total
	£	£	£
Tangible fixed assets	-	-	-
Current assets	548,820	-	548,820
Current liabilities	(322,862)	-	(322,862)
	225,958	-	225,958

20 Post balance sheet event

In February 2022 a decision was made to close West Kent Extra. Subject to funders approval continuing projects will be transferred to its parent West Kent Housing Association. Further information is provided in the Trustees Report.