

Registered number: 07649974
Charity number: 1147791

THE CARPENTER'S ARMS (MIDLANDS) TRUST
(A company limited by guarantee)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020



THE CARPENTER'S ARMS (MIDLANDS) TRUST
(A company limited by guarantee)

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THE CARPENTER'S ARMS (MIDLANDS) TRUST
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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 30 JUNE 2020**

Trustees

Andrew Golba
James Penberthy (resigned 4 December 2020)
Bryan Spence
Judith Spence
Joan Smidowicz
Simon Day (appointed 30 September 2020)
David Ellis (appointed 13 February 2021)
Kat Regester (appointed 13 February 2021)
Gerhard Schulz (appointed 13 February 2021)
Timothy Monaghan (appointed 13 February 2021)

Company registered number

07649974

Charity registered number

1147791

Registered office

3 Newhouse Business Centre
Old Crawley Road
Horsham
West Sussex
RH12 4RU

Independent auditors

Baldwin Scofield Ltd
Chartered Accountants
Statutory auditors
3 Newhouse Business Centre
Old Crawley Road
Horsham
West Sussex
RH12 4RU

Bankers

NatWest Bank plc
Northgate
Hunstanton
Norfolk
PE36 6BB

THE CARPENTER'S ARMS (MIDLANDS) TRUST
(A company limited by guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 30 JUNE 2020

The Trustees present their annual report together with the audited financial statements of the Company for the 1 July 2019 to 30 June 2020. The annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Company qualifies as small under section 382 of the Companies Act 2006, the strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

• **Policies and objectives**

The Carpenter's Arms is a Christian organisation that helps men who are challenged by homelessness and have drug and alcohol addiction.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

• **Strategies for achieving objectives**

The main strategy is for the individual to recognize the root cause of their addiction and for their key-worker and any other appropriate person to work with them to find a better way to manage similar situations in the future.

• **Activities undertaken to achieve objectives**

The trust will provide group sessions six days a week as well as weekly one-on-one sessions. Regular risk assessments and reviews are undertaken.

A balanced lifestyle includes gym, work parties, cooking, football, self-care, volunteering and the like.

• **Grant-making policies**

The trustees consider grant making an effective means of supporting charities with similar objects if there is a need for funding.

The trust has supported Four Twelve Ministries (Joseph's Storehouse food bank), St Stephen Society and The Great Commission.

• **Volunteers**

A number of volunteers are engaged with servicing the charity in various capacities. The number varies but averages around 15.

Volunteers receive an induction training including confidentiality briefing. Any drivers will be assessed on their capability. Teaching volunteers require credentials, DBS and then induction training and supervision whilst in the early stage of their volunteering. Cooking, administration and others are given different training ensuring that they are conversant with the resident's needs and able to communicate effectively with them.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2020

Objectives and activities (continued)

• **Main activities undertaken to further the Company's purposes for the public benefit**

The Carpenters Arms is a Christian abstinence based residential programme for men aged 18-65 and challenged with homelessness due to an addictive lifestyle.

We have three phases to the programme and each phase has its own location and purpose:

Phase 1: Admission, carried out in the 12 bed Loughborough centre and 6 bed Kegworth centre where residents are supported whilst they withdraw from the effects of addiction.

Phase 2: The main programme, carried out in the 29 bed Six Hills centre. This is where stabilisation takes place through one-on-one and group sessions.

Phase 3: Move on, carried out in multiple 5 bed houses across Charnwood and North West Leicestershire where residents live in a house with one staff member who helps them adjust to more independent living.

The vision for the Trust is to see broken lives made new through Christ, and the Trust is overtly Christian. We have come to see that Christian principles are intrinsic to recovery from addiction. Whilst no applicants or residents need to be Christian, there is a requirement to respect the Christian ethos.

All the staff are committed to helping them find recovery from addiction. We recognise that recovery is the resident's responsibility but the charity will do all it can to support them in this.

Achievements and performance

• **Main achievements of the Company**

This year we received 423 applications, an increase of approximately 23% on the previous year.

Regarding occupation, the Charity operated at 87-97% with record numbers finishing our Phase 3 and going onto independent living.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2020

Achievements and performance (continued)

● **Review of activities**

The charity has continued growing in many areas. Since the year end, preparations continued for starting a Women's Recovery Centre in August 2020. A property was sourced with notifications sent out to referral agencies. We received positive feedback on this development with a number of referrals already received. Most of the staff for this Centre were already employed at the year end and have undergone training in preparation for the opening.

The Centre at Six Hills continues to be renovated with more rooms becoming available for various activities. A Sanctuary has been established and an in-house gym has been built saving the Charity's transport and membership costs for a local gym. The middle floor is in the process of being renovated and the top floor will be completed soon. Most of the centre has been completely rewired as well.

Covid-19 -The Charity operated using the "Bubble Principle" for each of its bases and was fortunate enough not to have any recorded infections. The Charity furloughed many workers and those that were in an "at risk" category were treated accordingly.

The food parcel service we were running had to close in December 2019 due to our planning permission for the building running out. During its lifetime it had helped many thousands of people through a difficult time in their life.

In the autumn the Charity held its ten year anniversary noting that it had increased tenfold in income and resident numbers.

● **Fundraising activities and income generation**

The main sources of income for the charity are in the form of an enhanced housing benefit and a modest rent from each resident's Employment and Support Allowance (ESA).

Other income arises from our relationship with Church bodies and sympathetic persons who make irregular donations

Financial review

● **Going concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that the Company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

● **Reserves policy**

The trustees have a reserve policy of £300,000 (being three months running costs) to help smooth out cash flow timings. At year end this was not met due to the financial challenges of the last year and continued refurbishment of Six Hills, with unrestricted reserves at year end being £135,682

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2020

● **Principal risks and uncertainties**

The trustees have considered the major risks to which the charity is exposed and have established systems and procedures to manage those risks. An annual review will be carried out and a risk register updated.

Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. An outside company is contracted to ensure compliance with health and safety of staff, volunteers, clients and visitors to the centre as well as all HR requirements

Structure, governance and management

● **Constitution**

The Carpenter's Arms (Midlands) Trust is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association.

● **Methods of appointment or election of Trustees**

The management of the Company is the responsibility of the Trustees who are elected and co-opted under the terms of the Memorandum of Association.

● **Policies adopted for the induction and training of Trustees**

New Trustees are briefed by the existing Trustees and given an extensive tour of our centres with appropriate meetings with the managers. Policies and guidance are provided by a third party organisation with round the clock advice if needed. They are provided with the financial accounts of the trust and a copy of our management accounts. Trustees are encouraged to visit regularly and attend staff meetings.

● **Pay policy for key management personnel**

The goal of a charity's pay policy is to offer fair pay to attract and keep appropriately qualified staff to lead, manage, support and deliver the charity's aims.

● **Related party relationships**

The charity is connected to two other charities through the majority of trustees in common, Homes for the Homeless Limited and Four Twelve Ministries.

Phase 1 of the programme is carried out at a property rented from Homes for the Homeless.

Four Twelve Ministries assisted with operating a local food bank from the charity's premises until the end of 2019.

● **Financial risk management**

The Trustees have assessed the major risks to which the Company is exposed, in particular those related to the operations and finances of the Company, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

THE CARPENTER'S ARMS (MIDLANDS) TRUST
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2020

Members' liability

The Members of the Company guarantee to contribute an amount not exceeding £1 to the assets of the Company in the event of winding up.

Engagement with employees and employment of the disabled

Employees have been consulted on issues of concern to them by means of regular consultative committee and staff meetings and have been kept informed on specific matters directly by management. The Company carries out exit interviews for all staff leaving the organisation and has adopted a procedure of upward feedback for senior management and the Trustees.

The Company has implemented a number of detailed policies in relation to all aspects of personnel matters including:

- Equal opportunities policy
- Volunteers' policy
- Health & safety policy

In accordance with the Company's equal opportunities policy, the Company has long-established fair employment practices in the recruitment, selection, retention and training of disabled staff.

Full details of these policies are available from the Company's offices.

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the Company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . 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 Company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 Company will continue in business.

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

THE CARPENTER'S ARMS (MIDLANDS) TRUST
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2020

Disclosure of information to auditors

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charity's auditors are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

Auditors

The auditors, Baldwin Scofield Ltd, have indicated their willingness to continue in office. The designated Trustees will propose a motion reappointing the auditors at a meeting of the Trustees.

Approved by order of the members of the board of Trustees on 27 April 2021 and signed on their behalf by:



Judith Spence

THE CARPENTER'S ARMS (MIDLANDS) TRUST
(A company limited by guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE CARPENTER'S ARMS (MIDLANDS) TRUST

Opinion

We have audited the financial statements of The Carpenter's Arms (Midlands) Trust (the 'charitable company') for the year ended 30 June 2020 which comprise the Statement of financial activities, the balance sheet, the statement of cash flows and the related notes, 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).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 30 June 2020 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

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 Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

THE CARPENTER'S ARMS (MIDLANDS) TRUST
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INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE CARPENTER'S ARMS (MIDLANDS) TRUST (CONTINUED)

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 auditors' report thereon. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, 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 knowledge obtained in 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 there is a material misstatement in the financial statements or a material misstatement of the other information. 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.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; 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 determine 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.

THE CARPENTER'S ARMS (MIDLANDS) TRUST
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INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE CARPENTER'S ARMS (MIDLANDS) TRUST (CONTINUED)

Auditors' responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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 auditors' 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.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditors' report.

Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditors' 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 its members, as a body, for our audit work, for this report, or for the opinions we have formed.



Baldwin Scofield Ltd
Chartered Accountants
Statutory auditors
3 Newhouse Business Centre
Old Crawley Road
Horsham
West Sussex
RH12 4RU

28 April 2021

Baldwin Scofield Ltd are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.

THE CARPENTER'S ARMS (MIDLANDS) TRUST
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**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 30 JUNE 2020**

	Note	Unrestricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Income from:				
Donations and legacies	2	111,432	111,432	143,371
Charitable activities	3	1,301,603	1,301,603	1,027,925
Other trading activities	4	-	-	365
Other income	5	2,320	2,320	-
Total income		1,415,355	1,415,355	1,171,661
Expenditure on:				
Charitable activities	7	1,341,891	1,341,891	1,073,133
Total expenditure		1,341,891	1,341,891	1,073,133
Net movement in funds		73,464	73,464	98,528
Reconciliation of funds:				
Total funds brought forward		62,218	62,218	(36,310)
Net movement in funds		73,464	73,464	98,528
Total funds carried forward		135,682	135,682	62,218

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 14 to 26 form part of these financial statements.

THE CARPENTER'S ARMS (MIDLANDS) TRUST
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REGISTERED NUMBER: 07649974

BALANCE SHEET
AS AT 30 JUNE 2020

	Note	2020 £	2019 £
Fixed assets			
Tangible assets	12	120,145	96,337
Current assets			
Debtors	13	71,557	75,147
Cash at bank and in hand		37,107	514
		<u>108,664</u>	<u>75,661</u>
Creditors: amounts falling due within one year	14	(85,145)	(109,780)
Net current assets / liabilities		<u>23,519</u>	<u>(34,119)</u>
Total assets less current liabilities		<u>143,664</u>	<u>62,218</u>
Creditors: amounts falling due after more than one year	15	(7,982)	-
Total net assets		<u><u>135,682</u></u>	<u><u>62,218</u></u>
Charity funds			
Restricted funds	16	-	-
Unrestricted funds	16	135,682	62,218
Total funds		<u><u>135,682</u></u>	<u><u>62,218</u></u>

The entity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the entity to obtain an audit for the year in question in accordance with section 476 of the Companies Act 2006.

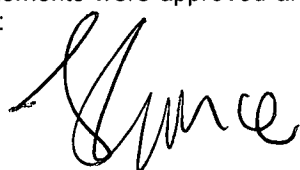
However, an audit is required in accordance with section 144 of the Charities Act 2011.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees on 27 April 2021 and signed on their behalf by:

Judith Spence



The notes on pages 14 to 26 form part of these financial statements.

THE CARPENTER'S ARMS (MIDLANDS) TRUST
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STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2020

	2020 £	2019 £
Cash flows from operating activities		
Net cash used in operating activities	95,511	42,580
Cash flows from investing activities		
Purchase of intangible assets	(49,109)	(23,082)
Net cash used in investing activities	(49,109)	(23,082)
Cash flows from financing activities		
Cash inflows from new borrowing	21,270	-
New finance leases	17,959	-
Repayments of finance leases	(6,074)	(14,167)
Net cash provided by/(used in) financing activities	33,155	(14,167)
Change in cash and cash equivalents in the year	79,557	5,331
Cash and cash equivalents at the beginning of the year	(42,450)	(47,781)
Cash and cash equivalents at the end of the year	37,107	(42,450)

The notes on pages 14 to 26 form part of these financial statements

THE CARPENTER'S ARMS (MIDLANDS) TRUST
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020

1. Accounting policies

1.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Carpenter's Arms (Midlands) Trust meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

1.2 Income

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

Grants are included in the statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

1.3 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Company's objectives, as well as any associated support costs.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching 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.

All expenditure is inclusive of irrecoverable VAT.

1.4 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

THE CARPENTER'S ARMS (MIDLANDS) TRUST
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020

1. Accounting policies (continued)

1.5 Tangible fixed assets and depreciation

Tangible fixed assets costing £500 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line and reducing balance methods.

Depreciation is provided on the following bases:

Short-term leasehold property	- 10% straight line
Plant and machinery	- 20% reducing balance
Motor vehicles	- 20% reducing balance
Computer equipment	- 33% straight line

1.6 Debtors

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

1.7 Cash at bank and in hand

Cash at bank and 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.

1.8 Liabilities and provisions

Liabilities are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the statement of financial activities as a finance cost.

1.9 Financial instruments

The Company 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.

THE CARPENTER'S ARMS (MIDLANDS) TRUST
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020**

1. Accounting policies (continued)

1.10 Finance leases and hire purchase

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible fixed assets. Assets acquired by finance lease are depreciated over the shorter of the lease term and their useful lives. Assets acquired by hire purchase are depreciated over their useful lives. Finance leases are those where substantially all of the benefits and risks of ownership are assumed by the Company. Obligations under such agreements are included in creditors, net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the statement of financial activities so as to produce a constant periodic rate of charge on the net obligation outstanding in each period.

1.11 Pensions

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

1.12 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Company and which have not been designated for other purposes.

Investment income, gains and losses are allocated to the appropriate fund.

2. Income from donations and legacies

	Unrestricted funds 2020 £	Total funds 2020 £	<i>Total funds 2019 £</i>
Donations	46,696	46,696	143,371
Grants	64,736	64,736	-
	<u>111,432</u>	<u>111,432</u>	<u>143,371</u>
<i>Total 2019</i>	<u>143,371</u>	<u>143,371</u>	

THE CARPENTER'S ARMS (MIDLANDS) TRUST
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020**

3. Income from charitable activities

	Unrestricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Housing and other benefits	1,301,603	1,301,603	1,027,925
	<u>1,027,925</u>	<u>1,027,925</u>	
<i>Total 2019</i>			

4. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Fundraising events	-	-	365
	<u>365</u>	<u>365</u>	
<i>Total 2019</i>			

5. Other incoming resources

	Unrestricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Other income	2,320	2,320	-
	<u>2,320</u>	<u>2,320</u>	

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6. Analysis of grants

	Grants to Institutions 2020 £	Total funds 2020 £	<i>Total funds 2019 £</i>
Grants	877	877	36,417
	<u>877</u>	<u>877</u>	
<i>Total 2019</i>	<u>36,417</u>	<u>36,417</u>	

7. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2020 £	Total funds 2020 £	<i>Total funds 2019 £</i>
Costs of charitable activities	1,341,891	1,341,891	1,073,133
	<u>1,341,891</u>	<u>1,341,891</u>	
<i>Total 2019</i>	<u>1,073,133</u>	<u>1,073,133</u>	

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8. Analysis of expenditure by activities

	Activities undertaken directly 2020 £	Grant funding of activities 2020 £	Total funds 2020 £	Total funds 2019 £
Costs of charitable activities	1,341,014	877	1,341,891	1,073,133
<i>Total 2019</i>	<i>1,036,716</i>	<i>36,417</i>	<i>1,073,133</i>	

Analysis of direct costs

	Total funds 2020 £	Total funds 2019 £
Staff costs	777,357	553,922
Depreciation	25,301	19,735
Rent and rates	181,988	156,048
Heat and light	64,722	60,928
Maintenance and cleaning	50,512	43,183
Equipment and repairs	4,391	1,094
Residents costs	80,719	74,737
Telephone and mobile	16,097	19,228
Printing, post and stationery	17,123	11,364
Insurance	31,763	32,667
Vehicle costs	31,748	34,526
Travel	2,629	2,678
Staff expenses	6,476	9,333
Professional fees	42,272	8,760
Bank and finance charges	2,741	2,373
Sundry	255	1,030
Governance costs	4,920	5,110
	1,341,014	1,036,716

9. Auditors' remuneration

The auditors' remuneration amounts to an auditor fee of £3,000 (2019 - £3,000), and preparation of statutory accounts of £1,200 (2019 - £1,200).

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10. Staff costs

	2020 £	2019 £
Wages and salaries	709,003	507,878
Social security costs	48,291	34,061
Contribution to defined contribution pension schemes	20,063	11,983
	<u>777,357</u>	<u>553,922</u>

The average number of persons employed by the Company during the year was as follows:

	2020 No.	2019 No.
Employees	<u>56</u>	<u>43</u>

No employee received remuneration amounting to more than £60,000 in either year.

11. Trustees' remuneration and expenses

During the year, one or more Trustees has been paid remuneration or has received other benefits from an employment with the Company. The Company is permitted to remunerate trustees in accordance with article 6(4)9B(a) of the Articles of Association. The value of Trustees' remuneration and other benefits (see also note 24) was as follows:

		2020 £	2019 £
Bryan Spence	Remuneration	32,533	29,867
	Pension contributions paid	976	896
Judith Spence	Remuneration	32,533	29,867
	Pension contributions paid	976	896

During the year ended 30 June 2020, expenses totalling £5,996 were reimbursed or paid directly to 4 Trustees (2019 - £6,157 to 4 Trustees). The reimbursed expenses were for travel £2,944 (2019: £1,194) and food supplies and consumables for residents £3,052 (2019: £4,963).

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12. Tangible fixed assets

	Short-term leasehold property £	Plant and machinery £	Motor vehicles £	Computer equipment £	Total £
Cost or valuation					
At 1 July 2019	75,615	21,783	68,396	3,526	169,320
Additions	21,719	2,273	25,117	-	49,109
At 30 June 2020	<u>97,334</u>	<u>24,056</u>	<u>93,513</u>	<u>3,526</u>	<u>218,429</u>
Depreciation					
At 1 July 2019	14,643	15,350	39,880	3,110	72,983
Charge for the year	9,734	1,740	13,411	416	25,301
At 30 June 2020	<u>24,377</u>	<u>17,090</u>	<u>53,291</u>	<u>3,526</u>	<u>98,284</u>
Net book value					
At 30 June 2020	<u>72,957</u>	<u>6,966</u>	<u>40,222</u>	<u>-</u>	<u>120,145</u>
At 30 June 2019	<u>60,972</u>	<u>6,433</u>	<u>28,516</u>	<u>416</u>	<u>96,337</u>

13. Debtors

	2020 £	2019 £
Due within one year		
Trade debtors	34,748	-
Other debtors	16,442	6,074
Prepayments and accrued income	20,367	69,073
	<u>71,557</u>	<u>75,147</u>

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14. Creditors: Amounts falling due within one year

	2020 £	2019 £
Bank overdrafts	-	42,964
Other loans	40,000	40,000
Trade creditors	1,908	5,719
Other taxation and social security	7,764	10,590
Obligations under finance lease and hire purchase contracts	5,986	2,083
Pension fund loan payable	3,417	2,916
Other creditors	21,270	708
Accruals and deferred income	4,800	4,800
	<u>85,145</u>	<u>109,780</u>

15. Creditors: Amounts falling due after more than one year

	2020 £	2019 £
Other loans	<u>7,982</u>	<u>-</u>

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**NOTES TO THE FINANCIAL STATEMENTS
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16. Statement of funds

Statement of funds - current year

	Balance at 1 July 2019 £	Income £	Expenditure £	Balance at 30 June 2020 £
Unrestricted funds				
General Funds	62,218	1,415,355	(1,341,891)	135,682

Statement of funds - prior year

	Balance at 1 July 2018 £	Income £	Expenditure £	Balance at 30 June 2019 £
Unrestricted funds				
General Funds	(36,310)	1,171,661	(1,073,133)	62,218

17. Summary of funds

Summary of funds - current year

	Balance at 1 July 2019 £	Income £	Expenditure £	Balance at 30 June 2020 £
General funds	62,218	1,415,355	(1,341,891)	135,682

Summary of funds - prior year

	Balance at 1 July 2018 £	Income £	Expenditure £	Balance at 30 June 2019 £
General funds	(36,310)	1,171,661	(1,073,133)	62,218

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**NOTES TO THE FINANCIAL STATEMENTS
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18. Analysis of net assets between funds

Analysis of net assets between funds - current period

	Unrestricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	120,145	120,145
Current assets	108,664	108,664
Creditors due within one year	(85,145)	(85,145)
Creditors due in more than one year	(7,982)	(7,982)
Total	135,682	135,682

Analysis of net assets between funds - prior period

	<i>Unrestricted funds 2019 £</i>	<i>Total funds 2019 £</i>
Tangible fixed assets	96,337	96,337
Current assets	75,661	75,661
Creditors due within one year	(109,780)	(109,780)
Total	62,218	62,218

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**NOTES TO THE FINANCIAL STATEMENTS
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19. Reconciliation of net movement in funds to net cash flow from operating activities

	2020 £	2019 £
Net income for the period (as per Statement of Financial Activities)	73,464	98,528
Adjustments for:		
Depreciation charges	25,301	19,735
Decrease in debtors	3,590	21,047
Decrease in creditors	(6,844)	(96,730)
Net cash provided by operating activities	95,511	42,580

20. Analysis of cash and cash equivalents

	2020 £	2019 £
Cash in hand	37,107	514
Overdraft facility repayable on demand	-	(42,964)
Total cash and cash equivalents	37,107	(42,450)

21. Analysis of changes in net debt

	At 1 July 2019 £	At 30 June 2020 £
Cash at bank and in hand	514	514
Bank overdrafts repayable on demand	(42,964)	(42,964)
Debt due within 1 year	(42,916)	(42,916)
Debt due after 1 year	-	-
Finance leases	(2,083)	(2,083)
	(87,449)	(87,449)

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22. Pension commitments

The company operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund and amounted to £20,063 (2019 - £11,983). Contributions totalling £3,417 (2019 - £2,917) were payable to the fund at the balance sheet date and are included in creditors.

23. Operating lease commitments

At 30 June 2020 the Company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2020 £	2019 £
Not later than 1 year	75,000	71,250
Later than 1 year and not later than 5 years	56,250	131,250
	<u>131,250</u>	<u>202,500</u>

24. Related party transactions

The charity is connected to two other charities through a majority of trustees in common:

- B Spence, A Golba, S Day, G Schulz and J Spence are trustees of Homes for the Homeless (Leicestershire) Ltd.

- J Penberthy and J Spence are trustees of Four Twelve Ministries.

As at the balance sheet date the charity was owed £NIL by Four Twelve Ministries (2019 - £NIL) and owed £21,270 to Homes for the Homeless (Leicestershire) Ltd (2019 - £NIL).

The son of Mr B Spence, a trustee, is an employee of the charity and received remuneration amounting to £29,733 (2019 - £26,900) and benefits in kind by way of pension payments amounting to £892 (2019 - £607). Expenses amounting to £938 (2019: £200) were reimbursed to him during the year.