

Company No. 2662382

Charity No.1050456

**BLACKBIRD LEYS NEIGHBOURHOOD
SUPPORT SCHEME LIMITED**

**REPORT AND FINANCIAL STATEMENTS FOR
THE YEAR ENDED 31 MARCH 2022**

BLACKBIRD LEYS NEIGHBOURHOOD SUPPORT SCHEME LIMITED
REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

Contents

Page

1-2	Report of the Directors
3	Reporting accountants' report
4	Statement of Financial Activities
5	Balance Sheet
6-9	Notes to the Financial Statements
10-11	Detailed Statement of Financial Activities for advice services

Principal address and registered office:

96 Blackbird Leys Road
Blackbird Leys
Oxford OX4 6HS

Independent Examiners

Critchleys Audit LLP,
Beaver House,
23 - 38 Hythe Bridge Street,
Oxford,
OX1 2EP

Registered Charity No. 1050456

Company No. 2662382

The Directors submit their report together with the financial statements for the year ended 31 March 2022.

Objectives and activities

The principal activity of the company during the year was to provide advice and information services, in particular welfare rights and money advice, to the residents of Blackbird Leys and the surrounding areas. Additionally the company administers grants to individuals in need with funds donated specifically for that purpose.

The trustees consider the company a public benefit entity as defined by FRS 102 (2019).

Achievements and performance

A detailed description of the company's activities and performance is available in the charity's annual report at [Annual Reports | The Agnes Smith Advice Centre](#). The Annual Report 2021-2022 there should be read in conjunction with this report for a full coverage of the charity's achievements and performance.

During the year, for the 1406 local residents advised by the company, the company achieved additional annual benefit gains totalling £1,779,190. The company helped service users clear debts totalling £659,180, enabling people to make a fresh start. The company achieved charity grants and other gains for service users of £140,478. The total financial gain for local residents was £2,578,849. Much of this additional income is spent locally on essentials such as food and fuel, helping to support the local economy. Our work improves well-being and increases financial and social inclusion, helping people to play their full part in a thriving and supportive community.

Reference and administrative details

The company is a registered charity, o.1050456. The charity operates primarily under the name: Agnes Smith Advice Centre.

The directors who served throughout the year unless otherwise stated were as follows:-

Andrew Carver	Catherine Griffin
Elaine Chase	Beverley Humberstone
Gillian Dodds	Simon Pitkin
Paul Dornan	Cora Spencer
Jesse Erlam	Wendy Spray
Catherine Foot	

Imade Edosomwan was appointed as a director on 14 July 2021

The company is limited by guarantee and does not have a share capital. Accordingly the directors have no interest in the share capital of the company.

Structure, Governance, and Management

General Information

The charity is a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The governing documents are the Memorandum and Articles of Association incorporated 12 November 1991 as amended by special resolution dated 14 October 1995 as amended on 14 Jul 2021 as amended on 15 Sep 2021 as amended on 25 Oct 2021 and registered with the Charities Commission.

The maximum liability of each member for payment of debts of the company is £1. At 31 March 2022 there were 24 members.

Method of appointment of trustees

The trustees of the charity are also the directors of the company limited by guarantee, BLNSS Ltd. Unless otherwise decided at a general meeting, there are 15 or fewer. At each annual general meeting (AGM), all the trustees/directors stand down, and must stand for re-election; at the AGM, retiring trustees/directors who have indicated their willingness to stand again are capable of being re-elected by the members. Other trustees/directors wanting to be elected at the AGM must be nominated by a member, and must indicate in writing their willingness to stand. Trustees/directors can be co-opted during the year, but must then stand for election at the next AGM.

Financial Review

The financial position as at 31 March 2022 is as detailed in the financial statements following this report. There was £321,102 in gross revenue and a deficit of £8,479, leading to total carried forward reserves of £146,427.

Risk assessment

The trustees have reviewed the major risks facing the organisation and developed strategies to mitigate them; a policy has been approved and adopted.

Reserves policy

Based on discussions about the risk assessment, the trustees have discussed and agreed the following statement on their reserves policy:

- BLNSS Ltd. aims to sustain its reserves at a level which would cover a minimum of 4 months' and a maximum of 6 months' operating costs;
- this is to serve as a contingency against future uncertainty affecting the service we provide;
- this will be used only at the discretion of the Board of Trustees in the case of financial necessity; if part of the reserve is used up for this reason the trustees would aim to replace it as soon as possible from any operating surpluses;
- reserves can also be designated for a specific purpose (i.e. to fund the development of the organisation); - trustees would prefer to invest the reserves ethically, although relatively easy access is essential.

Significant costs are also anticipated in the future due to the continuing need to move to new premises. The decision was therefore taken during the 2008/09 year (implemented in 2009/10) to set aside some of these reserves in a relocation fund, to be used if necessary for moving and necessary renovations/alterations, purchase of a building and/or higher rent. A restricted donation of £10,000 was received in 2009/10. In addition, the trustees have set aside a sum of £40,000 from general reserves.

Excluding the £40,000 which has been set aside from unrestricted funds, the unrestricted funds carried forward at 31 March 2022 totalled £91,041 which represents between 4 and 5 months' budgeted expenditure.

Going concern

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

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

By order of the Board

Wendy Spry

W Spray
Director

14 September 2022

BLACKBIRD LEYS NEIGHBOURHOOD SUPPORT SCHEME LIMITED
INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF BLACKBIRD LEYS
NEIGHBOURHOOD SUPPORT SCHEME LIMITED

Page 5.

I report to the charity trustees on my examination of the accounts of Blackbird Leys Neighbourhood Support Scheme Limited for the year ended 31 March 2022, which are set out on pages 6 to 11.

Responsibilities and basis of report

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act")

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 (the "2011 Act"). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5)(b) of the 2011 Act

Independent examiner's report

Since the Company's gross income exceeds £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with examination giving me cause to believe:

- 1) Account records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- 2) The accounts do not accord with those accounting records; or
- 3) The accounts do not comply with account requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- 4) The accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Name of examiner: Gary Pready FCA

Name of firm: Critchleys Audit LLP



Relevant professional body: Institute of Chartered Accounts in England and Wales

Address: Beaver House, 23-28 Hythe Bridge Street, Oxford, OX1 2EP

Date: 15 September 2022

BLACKBIRD LEYS NEIGHBOURHOOD SUPPORT SCHEME LIMITED
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2022

Page 6.

	2021-2022				2020-2021			
	Restricted Direct Benefits	Unrestricted (Advice)	Restricted Advice	Total 2022	Restricted Direct Benefits	Unrestricted (Advice)	Restricted Advice	Total 2021
Revenue:								
Private donations	-	3,072	-	3,072	-	4,389	-	4,389
Bank interest	-	403	-	403	-	508	-	508
Grants (see Note 1a)	<u>64,941</u>	<u>124,170</u>	<u>128,516</u>	<u>317,627</u>	<u>30,445</u>	<u>124,716</u>	<u>123,879</u>	<u>279,040</u>
Total revenue	<u>64,941</u>	<u>127,645</u>	<u>128,516</u>	<u>321,102</u>	<u>30,445</u>	<u>129,614</u>	<u>123,879</u>	<u>283,938</u>
Expenditure								
Transfers to 3rd parties*	-	-	16,840	16,840	-	-	14,650	14,650
Administrative costs								
Total staff related costs	-	97,852	101,938	199,790	-	104,470	83,689	188,160
Other admin costs	-	<u>27,486</u>	<u>15,801</u>	<u>43,287</u>	-	<u>24,406</u>	<u>20,435</u>	<u>44,841</u>
Total administrative costs	-	<u>125,338</u>	<u>117,739</u>	<u>243,077</u>	-	<u>128,876</u>	<u>104,124</u>	<u>233,000</u>
Governance costs	-	1,603	0	1,603	-	1,402	-	1,402
(Note 1b Audit and Accountancy less quality audit fee 2021)								
Direct benefits:								
Total direct benefits	<u>67,282</u>	<u>777</u>	<u>0</u>	<u>68,061</u>	<u>28,080</u>			<u>28,080</u>
Total expenditure	<u>67,282</u>	<u>127,720</u>	<u>134,579</u>	<u>329,581</u>	<u>28,080</u>	<u>130,278</u>	<u>104,124</u>	<u>262,482</u>
Income less expenditure	<u>(2,341)</u>	<u>(75)</u>	<u>(6,063)</u>	<u>(8,479)</u>	<u>2,365</u>	<u>(664)</u>	<u>5,105</u>	<u>6,805</u>
Reserves:								
Total funds brought forward	2,365	131,115	21,426	154,906	0	131,780	16,321	148,101
Current year earnings	<u>(2,341)</u>	<u>(75)</u>	<u>(6,063)</u>	<u>(8,479)</u>	<u>2,365</u>	<u>(664)</u>	<u>5,105</u>	<u>6,805</u>
Total funds carried forward	<u>24</u>	<u>131,041</u>	<u>15,363</u>	<u>146,427</u>	<u>2,365</u>	<u>131,115</u>	<u>21,426</u>	<u>154,906</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities. For 2020-21, not all Direct Benefit transactions were included in the accounts, being considered out of scope. From 1/4/2021 all such transactions are included. The notes on pages 8 to 11 form part of these financial statements.

* Thames Water Trust Fund grant to Oxford Community Work Agency for partnership project.

BLACKBIRD LEYS NEIGHBOURHOOD SUPPORT SCHEME LIMITED

Page 7.

BALANCE SHEET AS AT 31 MARCH 2022

Company No 2662382

		2022		2021	
	Note	£	£	£	£
Fixed assets					
Tangible assets	5		7,761		14,076
Current assets					
Debtors	6	9,955		27,928	
Cash at bank and in hand		<u>161,100</u>		<u>151,010</u>	
Total current assets		171,055		178,938	
Creditors - amounts falling due within one year	7	32,389		38,108	
Net current assets			<u>138,666</u>		<u>140,830</u>
Total assets less current liabilities			<u>146,427</u>		<u>154,906</u>
Unrestricted funds			131,041		131,115
Restricted funds	9		<u>15,386</u>		<u>23,791</u>
			<u>146,427</u>		<u>154,906</u>

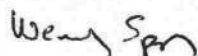
The directors are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the period by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

The directors acknowledge their responsibility for:

- (i) ensuring that the company keeps proper accounting records which comply with section 386 of the Act, and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial period and of its profit or loss for the financial period in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

These financial statements were approved by the Board on 14 September 2022



W Spray

Director



A Carver

Director

1. Principal accounting policies

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

(a) Grants

Grants receivable represent amounts received during the year as adjusted for any elements that relate to future periods, which are included in the balance sheet as deferred income.

(b) Allocation of expenditure in Statement of Financial Activities

Accountancy and audit costs are classified as governance costs. All other costs, which principally relate to advice workers' salaries, premises costs and office overheads, are classified as direct charitable expenditure.

(c) Depreciation

Depreciation is provided on a straight line basis at rates estimated to reduce the cost of fixed assets to their residual values over their anticipated useful lives. The following annual rates are used:

Computer equipment	25%
Office equipment	25%

2. Net movement in funds

	2022	2021
The net movement in funds is stated after charging:	£	£
Reporting accountants' fee	1,110	960

3. Directors' emoluments

The directors received no emoluments or reimbursements of expenses from the company during the year.

4. Employees' emoluments

	2022	2021
	£	£
Salaries	181,359	170,985
Employer's National Insurance	9,800	9,042
Employer's Pension Contributions	8,631	8,133
	<u>£199,790</u>	<u>£188,160</u>

The average number of employees during the year was 9 (2021: 9). There were no employees who received employee benefits (excluding employer pension costs) of more than £60,000. There were also none in the previous financial year (2020/21).

5. Tangible fixed assets

Cost	Equipment
At 1 April 2021	61,357
Additions	0
Disposals	(7,049)
At 31 March 2022	<u>54,308</u>
Depreciation	
At 1 April 2021	47,281
Charge for the year	6,315
Released on disposal	(7,049)
At 31 March 2022	<u>46,547</u>
Net Book Value	
At 31 March 2022	<u>7,761</u>
At 31 March 2021	<u>14,076</u>

6. Debtors

	2022	2021
	£	£
Other debtors	1,043	17,962
Prepayments and accrued income	8,912	9,966
	<u>9,955</u>	<u>27,928</u>

7. Creditors - amounts falling due within one year

	£	£
Accruals	6,583	6,174
Deferred grant income (see note 8)	25,806	31,933
	<u>32,389</u>	<u>38,108</u>

8. Deferred income - grants in advance

	2022	2021
	£	£
Consortium (Catalyst Housing Ltd, GreenSquareAccord and A2 Dominion) (element related to 2022/23)	9,246	10,483
Oxfordshire County Council - Councillor's Priority Fund	2,211	-
Oxford City Council Advice Agencies Dev Fund	12,586	-
Julia and Hans Rausing Trust	-	19,990
Small grants up to £1000	1,763	1,460
	<u>25,806</u>	<u>31,933</u>

9. Restricted funds

	Income in year	Spent in year	Reserves at start of year	Reserves at end of year
a. Consortium (Catalyst Housing Ltd, GreenSquareAccord and A2Dominion)	23,428	23,428	-	-
b. The Northmoor Trust - Relocation Fund	-	-	10,000	10,000
c. St Michael's and All Saints' Charities	-	169	557	388
d. The National Lottery Community Fund (IT Fund) - depreciation	-	2,434	2,434	-
d. City of Oxford Charity - depreciation	-	200	567	367
d. Oxford City Council (COVID 19 fund) - depreciation	-	1,928	6,535	4,607
e. Client General Fund - direct client benefits	5,579	5,555	-	24
f. Blackbird Leys Parish Council - advice services	5,000	5,000	-	-
f. Thames Water Trust Fund - advice services and direct benefits	35,000	35,000	-	-
f. The National Lottery Community Fund (Help Through Crisis Fund) - advice services	2,013	2,013	-	-
f. The Energy Saving Trust - advice services and direct client benefits	7,106	7,106	-	-
f. Midcounties Co-Op Community Fund - advice services	-	1,333	1,333	-
f. Hoper Dixon Trust - direct client benefits	-	651	651	-
f. The National Lottery Community Fund - (COVID 19 fund) - advice services	9,956	9,956	-	-
f. Oxfordshire Community Foundation (Homelessness)- advice services	10,000	10,000	-	-
f. City of Oxford Charity - direct client benefits	11,645	13,359	1,714	-
f. Oxford City Council (COVID 19 Winter Emergency Fund) - direct client benefits and advice services	17,360	17,360	-	-
f. Oxford City Council (Household Support Grants) - direct client benefits and advice services	32,500	32,500	-	-
f. Oxford City Council (Advice Agencies Dev Fund)- management time or potential agency integration	7,380	7,380	-	-
Julia and Hans Rausing Trust - advice services	19,990	19,990	-	-
f. Agnes Smith Public Appeal - advice services	5,500	5,500	-	-
f. AdviceUK 21 DRO - information resources	1,000	1,000	-	-
	<u>193,457</u>	<u>201,861</u>	<u>23,791</u>	<u>15,386</u>

Details of the restricted funds are as follows:

(a) 'Consortium' - a one year grant running from September 2021 to August 2022 from the bodies show above to contribute towards the salary and associated costs of outreach and other work. Funds received in respect of the period after 31 March have been treated as deferred income (see note 10 above).

(b) The Northmoor Trust - Relocation Fund. Funds are being accumulated towards the costs of relocating the charity's offices. Unspent amounts are represented by cash at bank.

(c) St Michael's and All Saints' Charities. Originally two separate grants to pay for volunteer childcare costs and floor covering. Agreed in 2016/17 that these could be used to pay for volunteer costs in general. Any unspent amounts are represented by cash held at the bank.

9. Restricted funds - continued

(e) Client General Funds comprise funds provided by various donors exclusively for direct client benefits with the beneficiary either proposed by the donor or recommended by the centre.

(f) Donors as listed - Grants to pay for costs as indicated. Any unspent amounts are represented by cash held at the bank.

10. Unrestricted funds

	General Fund	Relocation Fund	Total
Income	127,645	-	127,645
Expenditure	127,720	-	127,720
Surplus for the year	(75)	-	(75)
Fund balance brought forward	91,115	40,000	131,115
Fund balance carried forward	91,041	40,000	131,041

11. Analysis of assets between the funds

	General £	Relocation £	Restricted £	Total £
Fixed assets	2,787	-	4,974	7,761
Current assets	120,643	40,000	10,412	171,055
Current liabilities	(32,389)	-	-	(32,389)
	91,041	40,000	15,386	146,427

12. Related party transactions

Donations received from Trustees in the year totalled £403 (2021: £28). There were no other related party transactions in the current year.

FINANCIAL DETAILS FOR ADVICE SERVICES FOR THE YEAR ENDED 31 MARCH 2022

	Unrestricted	Restricted	Total 2022	Total 2021
Income				
Oxford City Council	81,026	8,228	89,254	91,549
Consortium (Housing Associations)		23,428	23,428	25,895
National Lottery Community Fund		11,969	11,969	18,007
Blackbird Leys Parish Council		5,000	5,000	5,000
The Energy Saving Trust		6,211	6,211	14,908
Henry Smith Charity	10,000		10,000	20,000
Tony and Sheelagh Williams Charitable Foundation				10,000
AB Charitable Trust	10,000		10,000	
Oxfordshire Community Foundation		10,000	10,000	22,546
Julia and Hans Rausing Trust		19,990	19,990	
Thames Water Trust Fund		20,350	20,350	20,350
Midcounties Co-operative Community Fund				2,000
City of Oxford Charity		3,000	3,000	
29th May 1961 Charity	5,000		5,000	
Mr and Mrs J A Pye's Charitable Settlement	2,500		2,500	
London Legal Support Trust - Legal Walk 2021	3,184		3,184	
P. F. Charitable Trust	5,000		5,000	
St Michael's & All Saints Charities	3,000		3,000	
Others	7,532	3,500	11,032	8,079
Bank interest	403		403	508
	127,645	111,676	239,321	238,842

BLACKBIRD LEYS NEIGHBOURHOOD SUPPORT SCHEME LIMITED Page 13
FINANCIAL DETAILS FOR ADVICE SERVICES FOR THE YEAR ENDED 31 MARCH 2022 (Contd)

Expenditure	Unrestricted	Restricted	Total 2022	Total 2021
Charitable Activities				
Audit (Service quality)	0	0	0	1,500
Consulting	664	321	985	590
Depreciation Expense	1,755	4,561	6,315	5,546
Electricity	2,172	776	2,948	2,620
Information Resources	2,951	1,832	4,783	3,196
Insurance	3,642	0	3,642	3,672
Interest Paid	1	0	1	1
Internet	485	544	1,029	800
Non-durable Office Equipment	5	0	5	1,167
IT Software and Consumables	1,126	0	1,126	413
IT Support	1,360	1,100	2,460	4,414
Legal and Professional Expenses	253	0	253	189
Miscellaneous	511	0	511	390
Office Supplies and Stationery	(56)	1,080	1,024	1,932
Photocopying and Printing	313	1,500	1,813	1,893
Postage, Freight & Courier	1,391	203	1,593	1,500
Recruitment Costs				1,121
Rent, Rates, Refuse Collection & Water	7,241	1,513	8,754	8,331
Repairs & Maintenance	2,180	0	2,180	2,433
Subscriptions	180	0	180	752
Telephone	646	869	1,515	1,454
Training: Staff & Trustees	557	1,333	1,891	846
Training: Volunteers	0	132	132	
Travel – Staff	49	0	49	108
Travel _ Volunteers	59	38	97	
Direct Client Benefits	778		778	
Salaries and Related Costs	97,852	101,938	199,790	188,160
Governance costs				
Accountancy and Audit	1,110		1,110	960
Bookkeeping	494		494	481
Total Expenditure	127,720	117,739	245,459	234,467
Net Income	(75)	(6,063)	(6,138)	4375