

**Company No. 2662382**

**Charity No.1050456**

**BLACKBIRD LEYS NEIGHBOURHOOD  
SUPPORT SCHEME LIMITED**

**REPORT AND FINANCIAL STATEMENTS FOR  
THE YEAR ENDED 31 MARCH 2024**

**REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024**

**Contents**

Page

- 3 Report of the Directors
- 5 Independent Examiner's report
- 6 Statement of Financial Activities
- 7 Balance Sheet
- 8 Notes to the Financial Statements
- 12 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

## REPORT OF THE DIRECTORS FOR THE YEAR ENDED 31 MARCH 2024

The Directors submit their report together with the financial statements for the year ended 31 March 2024.

### 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 <https://agnessmith.co.uk/annual-reports>. The Annual Report 2023-2024 there should be read in conjunction with this report for a full coverage of the charity's achievements and performance.

During the year the company advised 1790 local residents in 2567 advice sessions, with each client potentially representing a household with other members (including children) benefitting from our advice. We achieved additional benefit gains for our clients totalling £2,654,342, and charity grants and other financial gains totalling £368,204. We helped clients to clear a total of £885,384 in unmanageable debts, freeing up client income for everyday living costs, and in some cases removing the risk of eviction for rent arrears. We prevented homelessness for 107 households. The total financial gain won for clients was £3,907,930. Our work contributes directly to local strategic priorities to reduce inequalities in Oxford, by increasing the resilience of local communities, maximising incomes, and teaching skills such as budgeting. We help with complex queries, often involving multiple, interrelated issues: resolving these challenging problems improves the quality of life of our clients and their families, and by extension has benefits for the whole community, through increased spending in the local economy and increased social participation.

### Reference and administrative details

The company is a registered charity, No.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	Beverley Humberstone
Gillian Dodds	Simon Pitkin
Paul Dornan	Cora Spencer
Imade Edosomwan	Wendy Spray
Jesse Erlam	
Catherine Foot	

Anthony Church was appointed as a Trustee on 15 July 2023 and retired on 21 January 2024.

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 2024 there were 25 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 2024 is as detailed in the financial statements following this report. There was £290,366 in gross revenue and a deficit of £2,045, leading to total carried forward reserves of £155,875.

## **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 2024 totalled £104,047 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

W Spray, Director



Date: 22/07/2024

# BLACKBIRD LEYS NEIGHBOURHOOD SUPPORT SCHEME LIMITED

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

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 2024, 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) Accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- 2) The accounts do not accord with those 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:** 25 July 2024

**BLACKBIRD LEYS NEIGHBOURHOOD SUPPORT SCHEME LIMITED**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2024**

	2023-2024				2022-2023			
	Restricted Direct Benefits	Unrestricted (Advice)	Restricted Advice	Total 2024	Restricted Direct Benefits	Unrestricted (Advice)	Restricted Advice	Total 2023
<b>Revenue:</b>								
Private donations		16,545		16,545	-	17,316	1,338	18,653
Bank interest		2,890		2,890	-	1,644	-	1,644
Grants (see Note 1a)	<u>28,748</u>	<u>147,667</u>	<u>94,516</u>	<u>270,931</u>	<u>83,712</u>	<u>114,787</u>	<u>151,894</u>	<u>350,393</u>
Total revenue	<u>28,748</u>	<u>167,101</u>	<u>94,516</u>	<u>290,366</u>	<u>83,712</u>	<u>133,746</u>	<u>153,232</u>	<u>370,690</u>
<b>Expenditure</b>								
Transfers to 3rd parties*	<u>-</u>		<u>12,480</u>	<u>12,480</u>	<u>-</u>	<u>-</u>	<u>17,236</u>	<u>17,236</u>
<b>Administrative costs</b>								
Total staff related costs	-	126,949	78,036	204,985	-	94,612	116,310	210,923
Other admin costs	<u>-</u>	<u>38,657</u>	<u>6,768</u>	<u>45,425</u>	<u>-</u>	<u>24,023</u>	<u>21,396</u>	<u>45,419</u>
Total administrative costs	<u>-</u>	<u>165,606</u>	<u>84,804</u>	<u>250,410</u>	<u>-</u>	<u>118,635</u>	<u>137,707</u>	<u>256,342</u>
<b>Governance costs</b>	-	1,745	0	1,745	-	1,531	131	1,662
(Independent examination and bookkeeping see Note 1b)								
<b>Direct benefits:</b>								
Total direct benefits	<u>27,776</u>	<u>0</u>	<u>0</u>	<u>27,776</u>	<u>83,633</u>	<u>324</u>	<u>0</u>	<u>83,957</u>
<b>Total expenditure</b>	<u>27,776</u>	<u>167,351</u>	<u>97,284</u>	<u>292,411</u>	<u>83,633</u>	<u>120,490</u>	<u>155,074</u>	<u>359,197</u>
<b>Income less expenditure</b>	<u>972</u>	<u>(249)</u>	<u>(2,768)</u>	<u>(2,045)</u>	<u>80</u>	<u>13,256</u>	<u>(1,842)</u>	<u>11,494</u>
<b>Reserves:</b>								
Total funds brought forward	104	144,296	13,520	157,920	24	131,040	15,363	146,427
Current year earnings	<u>972</u>	<u>(249)</u>	<u>(2,768)</u>	<u>(2,045)</u>	<u>80</u>	<u>13,256</u>	<u>(1,842)</u>	<u>11,494</u>
Total funds carried forward	<u>1076</u>	<u>144,047</u>	<u>10,752</u>	<u>155,875</u>	<u>104</u>	<u>144,296</u>	<u>13,520</u>	<u>157,920</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities. 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****BALANCE SHEET AS AT 31 MARCH 2024****Company No 2662382**

		2024	2023
Tangible assets	5	2,667	4,010
<b>Current assets</b>			
Debtors	6	22,697	10,058
Cash at bank and in hand		<u>184,734</u>	<u>180,980</u>
Total current assets		207,432	191,038
<b>Creditors - amounts falling due within one year</b>	7	54,224	37,128
Net current assets		<u>153,208</u>	<u>153,910</u>
<b>Total assets less current liabilities</b>		<u>155,875</u>	<u>157,920</u>
<b>Unrestricted funds</b>	10	144,047	144,296
<b>Restricted funds</b>	9	<u>11,828</u>	<u>13,624</u>
		<u>155,875</u>	<u>157,920</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 17th July 2024.



W Spray  
Director



A Carver  
Director

**BLACKBIRD LEYS NEIGHBOURHOOD SUPPORT SCHEME LIMITED**  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024**

**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

Independent examination and bookkeeping (accountancy service) 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**

	2024	2023
The net movement in funds is stated after charging:	£	£
Reporting examiner's fee	1,200	1,140

**3. Directors' emoluments**

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

**4. Employees' emoluments**

	2024	2023
	£	£
Salaries	186,087	191,302
Employer's National Insurance	10,187	10,406
Employer's Pension Contributions	8,712	9,215
	<u>£204,985</u>	<u>£210,923</u>

The average number of employees during the year was 9 (2022/23: 10). There were no employees who received employee benefits of more than £60,000. There were also none in the previous financial year (2022/23).

## BLACKBIRD LEYS NEIGHBOURHOOD SUPPORT SCHEME LIMITED

### 5. Tangible fixed assets

<b>Cost</b>	<b>Equipment</b>
At 1 April 2023	54,308
Additions	2,184
Disposals	(2,184)
At 31 March 2024	<u>54,308</u>
Depreciation	
At 1 April 2023	50,298
Charge for the year	3,526
Released on disposal	(2,184)
At 31 March 2024	<u>51,640</u>
Net Book Value	
At 31 March 2024	<u>2,667</u>
At 31 March 2023	<u>4,010</u>

### 6. Debtors

	2024	2023
	£	£
Other debtors	12,519	369
Prepayments and accrued income	10,179	9,689
	<u>22,697</u>	<u>10,058</u>

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

	£	£
Accruals	6,476	13,511
Deferred grant income (see note 8)	47,748	23,617
	<u>54,224</u>	<u>37,128</u>

### 8. Deferred income - grants in advance

	2024	2023
	£	£
Consortium (Peabody and GreenSquareAccord)	21,879	8,868
Henry Smith Charitable Foundation	20,000	-
A2 Dominion	5,869	-
Oxfordshire Community Foundation	-	5,000
Postcode Society Trust	-	5,249
National Lottery	-	3,400
Small grants up to £1000	-	1,100
	<u>47,748</u>	<u>23,617</u>

## BLACKBIRD LEYS NEIGHBOURHOOD SUPPORT SCHEME LIMITED

### 9. Restricted funds

Fund	Revenue	Expenditure	Reserves at start	Reserves at end
AdviceUK DRO	1,000	1,000	0	0
City of Oxford Charity - depr	0	167	167	0
Consortium	22,424	22,424	0	0
Doris Field	0	550	550	0
Oxford City Council - General Coronavirus - depr	0	1,928	2,680	752
Oxford City Council - Household Support Grants	10,000	10,000	0	0
Oxfordshire County Council Cost of Living	20,000	20,000	0	0
Oxfordshire County Council Community Capacity	5,000	5,000	0	0
National Lottery Community Fund	3,400	3,400	0	0
Northmoor Relocation	0	0	10,000	10,000
Blackbird Leys Parish Council	2,500	2,500	0	0
Postcode Society Trust	5,249	5,249	0	0
St. Michaels and All Saints Charities	0	123	123	0
Thames Water Trust Fund	30,000	30,000	0	0
Westmill Solar	4,943	4,943	0	0
Client General Fund	18,748	17,776	104	1,076
Restricted projects total	<u>123,265</u>	<u>125,060</u>	<u>13,624</u>	<u>11,828</u>

Details of the restricted funds are as follows:

- 'Consortium' - a one year grant running from September 2023 to August 2024 from the bodies shown 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).
- 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.
- 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.
- 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.
- 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	Designated Relocation Fund	Total
Income	167,101	-	167,101
Expenditure	167,351	-	167,351
Deficit for the year	(249)	-	(249)
Fund balance brought forward	104,296	40,000	144,296
Fund balance carried forward	<u>104,047</u>	<u>40,000</u>	<u>144,047</u>

## BLACKBIRD LEYS NEIGHBOURHOOD SUPPORT SCHEME LIMITED

### 11. Analysis of assets between the funds

	General	Designated Relocation Fund	Restricted	Total
	£	£	£	£
Fixed assets	1,916	-	752	2,667
Current assets	156,356	40,000	11,076	207,432
Current liabilities	(54,224)	-	-	(54,224)
	<u>104,047</u>	<u>40,000</u>	<u>11,828</u>	<u>155,875</u>

### 12. Related party transactions

Donations received from Trustees in the year totalled £1,255 (2023: £21).

# BLACKBIRD LEYS NEIGHBOURHOOD SUPPORT SCHEME LIMITED

## FINANCIAL DETAILS FOR ADVICE SERVICES FOR THE YEAR ENDED 31 MARCH 2024

<b>Income</b>	<b>Unrestricted</b>	<b>Restrict- ed</b>	<b>Total 2024</b>	<b>Total 2023</b>
Oxford City Council	81,776		81,776	98,588
Oxfordshire County Council		25,000	25,000	2,211
Consortium (Housing Associations)		22,424	22,424	21,661
Garfield Weston	25,000		25,000	
National Lottery Community Fund				6,550
Blackbird Leys Parish Council		2,500	2,500	2,500
Access to Justice				10,000
Fore Trust				10,000
Henry Smith Charity	10,000		10,000	10,000
Batchworth Trust	10,000		10,000	
Wates Foundation	7,000		7,000	
Oxfordshire Community Foundation				15,000
Postcode Society Trust		5,249	5,249	15,748
Thames Water Trust Fund		17,520	17,520	20,350
City of Oxford Charity				2,200
Westmill Solar		4,943	4,943	4,964
National Lottery Community Fund		3,400	3,400	
AdviceUK DRO		1,000	1,000	
London Legal Support Trust - Legal Walk 2022	4,139		4,139	3,111
Cumber Family Charitable Trust	1,000		1,000	
Marsh Charitable Trust	700		700	
Toby Golds Iyengar Yoga Social Responsibility Fund	752		752	
MADL - Delteys Supermarket	500		500	
Cowley Parish Church	300		300	
29th May 1961 Charity				5,000
Alice Smith Fund				3,000
P. F. Charitable Trust				5,000
Penningtons Manche				3,000
Lord Faringdon Charitable Trust				2,500
Others	23,045		23,045	26,716
Bank interest	2,890		2,890	1,644
<b>Totals</b>	<b>167,101</b>	<b>82,036</b>	<b>249,138</b>	<b>269,742</b>

**BLACKBIRD LEYS NEIGHBOURHOOD SUPPORT SCHEME LIMITED**  
**FINANCIAL DETAILS FOR ADVICE SERVICES FOR THE YEAR ENDED 31 MARCH 2024 (Contd)**

<b>Expenditure</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total 2024</b>	<b>Total 2023</b>
<b>Charitable Activities</b>				
Consulting	100		100	400
Depreciation Expense	1,432	2,095	3,526	3,751
Electricity	6,002	900	6,902	4,623
Information Resources	4,612	2,050	6,662	7,418
Insurance	4,428		4,428	4,772
Interest Paid				13
Internet	755	263	1,018	1,050
Non-durable Office equipment	121		121	136
IT Software and Consumables	980		980	890
IT Support	3,099		3,099	2,938
Legal and Professional Expenses	302		302	1,785
Miscellaneous	973	20	993	800
Office Supplies and Stationery	1,303		1,303	951
Photocopying and Printing	1,304	458	1,762	1,772
Postage, Freight & Courier	599	600	1,199	1,141
Recruitment costs	535		535	789
Rent, rates, refuse collection & water	8,915		8,915	8,196
Repairs & Maintenance	932		932	1,045
Telephone	796	279	1,075	1,583
Training: Staff & Trustees	1,241		1,241	1,190
Travel - Staff	92		92	12
Travel _ Volunteers	137	103	240	165
Direct client benefits				324
Salaries and related costs	126,949	78,036	204,985	210,923
<b>Governance costs</b>				
Independent examination	1,200		1,200	1,140
Bookkeeping	545		545	522
<b>Total expenditure</b>	<b>167,351</b>	<b>84,804</b>	<b>252,155</b>	<b>258,328</b>
<b>Net Income</b>	<b>(249)</b>	<b>(2,768)</b>	<b>(3,017)</b>	<b>11,414</b>