

Charity Registration No. NIC00512

Company Registration No. NI047063 (Northern Ireland)

MID & EAST ANTRIM COMMUNITY ADVICE SERVICES LTD
(A company limited by guarantee and not having a share capital)
ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

MID & EAST ANTRIM COMMUNITY ADVICE SERVICES LTD

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Deborah Neill Rosemary Quinn Rosemary Simpson (Appointed 10 October 2022) Marilyn Weekes (Appointed 10 October 2022)
Secretary	Rosemary Quinn
Charity number	NIC00512
Company number	NI047063
Registered office	4 Wellington Court Ballymena Co. Antrim BT43 6EG
Auditor	MBS Chartered Accountants 3 High Street Larne Co. Antrim BT40 1JN
Bankers	Danske Bank Donegall Square West Belfast BT1 6JS

MID & EAST ANTRIM COMMUNITY ADVICE SERVICES LTD

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MID & EAST ANTRIM COMMUNITY ADVICE SERVICES LTD

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2023

The trustees present their report and accounts for the year ended 31 March 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "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)".

Objectives and activities

The company's objectives are to promote any charitable purpose for the benefit of the community in Mid and East Antrim by the advancement of education, the protection and preservation of health and the relief of poverty, sickness and distress. To establish and provide and assist in the provision of Mid & East Antrim Community Advice Services and our outlets supplying a free, independent, confidential and impartial service of advice, information and counsel for the public and to assist the implementation of such advice, information, and counsel. To hold meetings and training either alone or with others; to maintain an active link of communication between the public and government, local government, and other public and charitable bodies.

It is our aim to alone or with other organisations seek to influence public opinion and make representations to and seek to influence governmental and other bodies regarding the development and implementation of appropriate policies. To provide evidence for government and other inquiries and to co-operate and enter into arrangement with any authorities (national, local or otherwise) and to obtain from any such authorities any rights, privileges and concessions to trade in the course of carrying out the Objects of the Company (and in particular to enter into contracts to provide services to or on behalf of other bodies) and to carry on any other trade which is not expected to give rise to taxable profits, to accept grants, subscriptions and donations.

Mid & East Antrim Community Advice Services Trustee Board of Directors, led by our chairperson, is responsible for ensuring that our services are delivered and meet the need of local people whilst meeting all contractual and legal obligations in line with charity law.

Staff and volunteers provide practical advice, negotiate on behalf of clients, and represent them formally, such as at tribunal hearings. Our client group consist of, but are not limited to, those in need by reason of youth, age, ill-health, disability, financial hardship, or other disadvantage. We assist clients from the general public, older people, unemployed/low income, addictions (drug/solvent/alcohol abuse), carers, ethnic minorities, homelessness, mental health, physical disabilities and tenants.

Common areas of inquiry for our services include:

- **Benefits** - entitlements, support with applications and appealing decisions
- **Debt and money advice** - how to manage debts, improve your financial situation and maximise your income
- **Consumer issues** - from used cars to difficulties with gas and electricity suppliers
- **Work-related problems** - terms and conditions, dismissal, redundancy, and intimidation
- **Housing** - from renting through to homelessness
- **Relationships** - splitting up, children and bereavement

MID & EAST ANTRIM COMMUNITY ADVICE SERVICES LTD

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2023

Mid & East Antrim Community Services have specialist Welfare Reform Advisers in each office provided by the Welfare Reform Support Project. We also have Debt Advisors in each office provided by the Debt NI project and Pensionwise appointments are available to offer guidance to empower people to make informed decisions about their pension. From December 2022 we have been funded by Independent Age to host a Cost of Living Crisis telephone help line for older people worried or trying to navigate the grant support system available. We work in partnership with Mid & East Antrim Age Well Partnership to provide our services to their clients across the Borough, including face to face and home appointments, telephone advice and provision of other support.

Statement from Trustees

On Behalf of the board of Directors of Mid & East Antrim Community Advice the Chairperson confirms that the said Board of Directors have implemented the guidance from Charity Commission on public benefit.

Contribution of volunteers

Although our volunteer numbers were greatly impacted due to the pandemic, we were able to grow our volunteer force with an additional two volunteers completing training this year, contributing to 3,600 in hours with a value of £39,240 (based on living wage).

Achievements and performance

Contract

In addition to meeting our contractual obligations with Mid & East Antrim Borough Council for core funding, namely dealing with 42,000 enquiries and identifying £3.5M in unclaimed benefits.

Distribution of slow cookers

Mid and East Antrim Community Advice Services identified 300 residents to be offered slow cookers, air fryers and electric blankets. Ukrainian families were identified by MEACAS who would benefit from a slow cooker and cookbook provided by NHSCT in their native language. These were distributed by MEACAS.

MEA Uniform Exchange

MEACAS introduced a uniform exchange which serves all the schools in Mid & East Antrim. Pre-loved second hand and new school uniforms are donated and redistributed free to those who wish to up cycle and reuse uniforms. During 2022-23 the equivalent in new uniforms of over £40K were distributed to families throughout Mid & East Antrim.

MEA Poverty Action Group

MEACAS continue to chair the MEA Poverty Action Group. We manage an inter-agency referral system to provide a wraparound service for those clients experiencing difficulties. We provide advice, support, and practical help. Our members include NIHE, NHSCT, CAP, Credit Union, PSNI, MEA Council and local food banks. Some of the items we were able to provide to clients in need were food, electric blankets, oil filled radiators, slow cookers, duvets, and pillows as well as vouchers for electricity and gas.

MID & EAST ANTRIM COMMUNITY ADVICE SERVICES LTD

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2023

Financial review

The Statement of Financial Activities outlines Mid & East Antrim Community Advice Service Limited's income, expenditure and funds for the 2022/2023 year.

Income of £651,849 shows an increase of £62,171 on the previous year mainly due to one-off covid related grants, expenditure increased by £102,651 on the previous year.

Reserves policy

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six months expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This current level of free reserves falls short of this, but the Trustees continue to monitor.

Risk assessment

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Structure, governance and management

The charity is a company limited by guarantee and acceptable as charitable by HMRC under reference XR39848. The company was incorporated on 25th June 2003. The company was established under a Memorandum of Association which established the objects and powers of the company, and is governed by its Articles of Association.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Deborah Neill

Rosemary Quinn

Rosemary Simpson

Marilyn Weekes

(Appointed 10 October 2022)

(Appointed 10 October 2022)

The Directors of the company are also charity Trustees for the purpose of charity law. Under the requirements of the Memorandum and Articles of Association unless otherwise determined by the company in General Meeting the number of Trustees shall not be less than three and is not subject to any maximum. Trustees are elected to serve only until the next Annual General Meeting, at which they shall then be eligible for re-election. In agreement with the Board one new board member was co-opted on to the board, a further two members will be sought during 2023-24 to ensure that the quota of trustees is maintained. All applications to join the board are advertised in MEA local papers.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

MID & EAST ANTRIM COMMUNITY ADVICE SERVICES LTD

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2023

Statement of trustees' responsibilities

The trustees, who are also the directors of Mid & East Antrim Community Advice Services Ltd for the purpose 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 year which 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 charitable company for that year.

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and 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 operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Auditor

In accordance with the company's articles, a resolution proposing that MBS Chartered Accountants be reappointed as auditor of the company will be put at a General Meeting.

The trustees' report was approved by the Board of Trustees.



Rosemary Quinn

Trustee & Director

Dated: 19 December 2023

MID & EAST ANTRIM COMMUNITY ADVICE SERVICES LTD

INDEPENDENT AUDITOR'S REPORT

TO THE TRUSTEES OF MID & EAST ANTRIM COMMUNITY ADVICE SERVICES LTD

Opinion

We have audited the financial statements of Mid & East Antrim Community Advice Services Ltd (the 'charity') for the year ended 31 March 2023 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 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 31 March 2023 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.

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 are independent of the charity 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. 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

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

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 trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and 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 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.

Matters on which we are required to report by exception

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

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

MID & EAST ANTRIM COMMUNITY ADVICE SERVICES LTD

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF MID & EAST ANTRIM COMMUNITY ADVICE SERVICES LTD

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charity for the purpose 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 charity'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.

Auditor's 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 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.

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.

MID & EAST ANTRIM COMMUNITY ADVICE SERVICES LTD

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF MID & EAST ANTRIM COMMUNITY ADVICE SERVICES LTD

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

We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and then design and perform audit procedures responsive to those risks, including obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion.

In identifying and assessing potential risks of material misstatement in respect of irregularities, including fraud and non-compliances with laws and regulations, we considered the following:

- The nature of the industry and sector, control environment and business performance, including the company's remuneration policies for directors, bonus levels and performance targets, if any;
- Results of our enquiries of management about their own identification and assessment of the risks of irregularities;
- Any matters we identified having obtained and reviewed the company's documentation of their policies and procedures relating to:
 - Identifying, evaluating and complying with laws and regulations and whether they were aware of any instance of non-compliance;
 - Detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud; and
 - The internal controls established to mitigate risks of fraud or non-compliance with laws and regulations;
 - The matters discussed among the audit engagement team regarding how and where fraud might occur in the financial statements and potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the company for fraud and identified the greatest potential for fraud in income recognition. In common with all audits under ISAs (UK) we are also required to perform specific procedures to respond to the risk of management override.

We also obtained an understanding of the legal and regulatory frameworks that the company operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements. The key laws and regulations we considered in this context included the Companies Act 2006, and local tax legislation.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which may be fundamental to the company's ability to operate or to avoid a material penalty.

Audit response to risks identified

Our procedures to respond to the risks identified included the following:

- Reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- Enquiring of management concerning actual and potential litigation and claims; - Performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;
- Reading minutes of meetings of those charged with governance and reviewing correspondence with tax authorities; and
- In addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgments made in making accounting estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. In addition, as with any audit, there remains a higher risk of non-detection of irregularities, as they may involve collusion, forgery intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

MID & EAST ANTRIM COMMUNITY ADVICE SERVICES LTD

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF MID & EAST ANTRIM COMMUNITY ADVICE SERVICES LTD

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.



Simon Hopper FCA (Senior Statutory Auditor)
for and on behalf of
MBS Chartered Accountants

Statutory Auditor

3 High Street
Larne
Co. Antrim
BT40 1JN
19 December 2023

MBS Chartered Accountants is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under of section 1212 of the Companies Act 2006.

MID & EAST ANTRIM COMMUNITY ADVICE SERVICES LTD

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Income from:							
Donations and legacies	3	340	-	340	20,296	5,024	25,320
Charitable activities	4	291,583	359,926	651,509	268,393	295,930	564,323
Investments	5	-	-	-	35	-	35
Total income		<u>291,923</u>	<u>359,926</u>	<u>651,849</u>	<u>288,724</u>	<u>300,954</u>	<u>589,678</u>
Expenditure on:							
Charitable activities	6	<u>313,242</u>	<u>375,313</u>	<u>688,555</u>	<u>288,502</u>	<u>297,403</u>	<u>585,905</u>
Net (expenditure)/income for the year/ Net movement in funds		(21,319)	(15,387)	(36,706)	222	3,551	3,773
Fund balances at 1 April 2022		<u>1,145</u>	<u>25,129</u>	<u>26,274</u>	<u>923</u>	<u>21,577</u>	<u>22,500</u>
Fund balances at 31 March 2023		<u><u>(20,174)</u></u>	<u><u>9,742</u></u>	<u><u>(10,432)</u></u>	<u><u>1,145</u></u>	<u><u>25,128</u></u>	<u><u>26,273</u></u>

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

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

MID & EAST ANTRIM COMMUNITY ADVICE SERVICES LTD

BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
Fixed assets					
Tangible assets	10		17,596		14,500
Current assets					
Debtors	11	27,775		943	
Cash at bank and in hand		11,576		19,313	
		<u>39,351</u>		<u>20,256</u>	
Creditors: amounts falling due within one year	13	<u>(67,379)</u>		<u>(8,483)</u>	
Net current (liabilities)/assets			(28,028)		11,773
Total assets less current liabilities			<u>(10,432)</u>		<u>26,273</u>
Income funds					
Restricted funds			9,742		25,128
Unrestricted funds			(20,174)		1,145
			<u>(10,432)</u>		<u>26,273</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2023, although an audit has been carried out under section 144 of the Charities Act 2011.

The directors acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for 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 year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The members have not required the company to obtain an audit of its financial statements under the requirements of the Companies Act 2006, for the year in question in accordance with section 476 of the Companies Act 2006.

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

The financial statements were approved by the Trustees on 19 December 2023



Deborah Neill
Trustee & Director

Company Registration No. NI047063

MID & EAST ANTRIM COMMUNITY ADVICE SERVICES LTD

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
Cash flows from operating activities					
Cash absorbed by operations			(54,174)		(85,141)
Investing activities					
Purchase of tangible fixed assets		(10,563)		(3,125)	
Investment income received		-		35	
Net cash used in investing activities			(10,563)		(3,090)
Financing activities					
Repayment of borrowings		57,000		-	
Net cash generated from/(used in) financing activities			57,000		-
Net decrease in cash and cash equivalents			(7,737)		(88,231)
Cash and cash equivalents at beginning of year			19,313		107,544
Cash and cash equivalents at end of year			<u>11,576</u>		<u>19,313</u>

MID & EAST ANTRIM COMMUNITY ADVICE SERVICES LTD

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

Charity information

Mid & East Antrim Community Advice Services Ltd is a private charitable company limited by guarantee incorporated in Northern Ireland. The registered office is 4 Wellington Court, Ballymena, Co. Antrim, BT43 6EG.

1.1 Accounting convention

The accounts have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "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)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

MID & EAST ANTRIM COMMUNITY ADVICE SERVICES LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

(Continued)

1 Accounting policies

1.5 Expenditure

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	15% straight line
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

MID & EAST ANTRIM COMMUNITY ADVICE SERVICES LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

(Continued)

1 Accounting policies

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

MID & EAST ANTRIM COMMUNITY ADVICE SERVICES LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

3 Donations and legacies

	Unrestricted funds	Unrestricted funds	Restricted funds	Total
	2023 £	2022 £	2022 £	2022 £
Donations and gifts	340	-	-	-
Furlough grants	-	20,296	5,024	25,320
	<u>340</u>	<u>20,296</u>	<u>5,024</u>	<u>25,320</u>

MID & EAST ANTRIM COMMUNITY ADVICE SERVICES LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

4 Charitable activities

	Charitable income £	Total 2023 £	Total 2022 £
Mid & East Antrim Council	200,000	200,000	263,893
Pension Wise	5,850	5,850	4,500
Mid & East Antrim Agewell Partnership	1,750	1,750	1,075
Welfare reform	92,322	92,322	76,555
Ukraine Assistance Centre	27,100	27,100	64,375
MAS	56,537	56,537	98,037
Summer Support Scheme & AFC	132,909	132,909	55,888
Department for Communities	62,970	64,720	-
Independent Age	20,000	20,000	-
Poverty Action Group	5,000	5,000	-
Jobstart Scheme	45,321	45,321	-
Victim Support	1,750	1,750	-
	<u>651,509</u>	<u>651,509</u>	<u>564,323</u>
Analysis by fund			
Unrestricted funds	291,583	291,583	
Restricted funds	359,926	359,926	
	<u>651,509</u>	<u>651,509</u>	
For the year ended 31 March 2022			
Unrestricted funds	268,393		268,393
Restricted funds	295,930		295,930
	<u>564,323</u>		<u>564,323</u>

5 Investments

	Total Unrestricted funds	
	2023 £	2022 £
Bank interest	-	35
	<u>-</u>	<u>35</u>

MID & EAST ANTRIM COMMUNITY ADVICE SERVICES LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

6 Charitable activities

	2023	2022
	£	£
Staff costs	534,691	422,955
Depreciation and impairment	7,467	17,809
Travel expenses	-	2,125
Volunteer expenses	3,708	1,791
Summer Support Scheme & AFC Expenses	45,686	1,165
Covid-19 Support expenses	2,140	6,584
Poverty Action Group	13,019	19,738
Staff training	4,439	4,194
Ukraine Assistance Centre	1,969	-
	<u>613,119</u>	<u>476,361</u>
Share of support costs (see note 7)	71,597	106,921
Share of governance costs (see note 7)	3,839	2,623
	<u>688,555</u>	<u>585,905</u>
Analysis by fund		
Unrestricted funds	313,242	288,502
Restricted funds	375,313	297,403
	<u>688,555</u>	<u>585,905</u>
For the year ended 31 March 2022		
Unrestricted funds	288,502	
Restricted funds	297,403	
	<u>585,905</u>	

MID & EAST ANTRIM COMMUNITY ADVICE SERVICES LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

7 Support costs	Support costs	Governance costs	2023 Support costs		Governance costs	2022
	£	£	£	£	£	£
Rent & water rates	21,751	-	21,751	24,982	-	24,982
Insurance	3,700	-	3,700	4,220	-	4,220
Heat & light	1,973	-	1,973	2,941	-	2,941
Repairs & maintenance	3,440	-	3,440	2,172	-	2,172
Computer expenses	12,831	-	12,831	16,051	-	16,051
Sundry expenses	3,585	-	3,585	42,950	-	42,950
Bank charges & interest	73	-	73	55	-	55
Telephone	18,667	-	18,667	10,959	-	10,959
Printing, stationery & postage	5,577	-	5,577	2,591	-	2,591
Legal and professional	-	3,839	3,839	-	2,623	2,623
	<u>71,597</u>	<u>3,839</u>	<u>75,436</u>	<u>106,921</u>	<u>2,623</u>	<u>109,544</u>
Analysed between Charitable activities	<u>71,597</u>	<u>3,839</u>	<u>75,436</u>	<u>106,921</u>	<u>2,623</u>	<u>109,544</u>

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

9 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
	22	20
	<u>22</u>	<u>20</u>
Employment costs	2023 £	2022 £
Wages and salaries	486,495	386,803
Social security costs	35,447	27,832
Other pension costs	12,749	8,320
	<u>534,691</u>	<u>422,955</u>

There are no employees whose annual remuneration was greater than £60,000.

MID & EAST ANTRIM COMMUNITY ADVICE SERVICES LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

10 Tangible fixed assets	Fixtures and fittings £	
Cost		
At 1 April 2022		118,724
Additions		10,563
		<u>129,287</u>
At 31 March 2023		<u>129,287</u>
Depreciation and impairment		
At 1 April 2022		104,224
Depreciation charged in the year		7,467
		<u>111,691</u>
At 31 March 2023		<u>111,691</u>
Carrying amount		
At 31 March 2023		<u>17,596</u>
At 31 March 2022		<u>14,500</u>
11 Debtors	2023	2022
	£	£
Amounts falling due within one year:		
Other debtors	27,775	943
	<u>27,775</u>	<u>943</u>
12 Loans and overdrafts	2023	2022
	£	£
Other loans	57,000	-
	<u>57,000</u>	<u>-</u>
Payable within one year	57,000	-
	<u>57,000</u>	<u>-</u>
13 Creditors: amounts falling due within one year	2023	2022
	£	£
Borrowings	57,000	-
Other taxation and social security	7,019	7,043
Accruals and deferred income	3,360	1,440
	<u>67,379</u>	<u>8,483</u>

MID & EAST ANTRIM COMMUNITY ADVICE SERVICES LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

14	Analysis of net assets between funds	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
		2023	2023	2023	2022	2022	2022
		£	£	£	£	£	£
	Fund balances at 31 March 2023 are represented by:						
	Tangible assets	17,596	-	17,596	14,500	-	14,500
	Current assets/(liabilities)	(37,770)	9,742	(28,028)	(13,356)	25,129	11,773
		<u>(20,174)</u>	<u>9,742</u>	<u>(10,432)</u>	<u>1,144</u>	<u>25,129</u>	<u>26,273</u>

15 Post balance sheet events

The company changed its name to Mid & East Antrim Community Advice Services Ltd. on 10 October 2018.