

2024 AGM

Annual report and unaudited
Financial statements



Advice, support and housing for a better tomorrow



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SECTION 1

Words from our trustee

Steven Wenham

"I've got to say 'Wow!' you just listened to what has been spoken about today, and you have just got to go 'Wow!' this is incredible the amount of work that has been done, the stats that have been produced. You can see just how well Accommodation Concern have been performing; And will continue to perform. we thank all our guests for coming, thank you very much."

Steven Wenham,
Chair of Trustees for Accommodation Concern,
Newly installed at the AGM.





SECTION 2 AGM Agenda

Accommodation Concern Annual General Meeting 2024

20th September 2024

11.00am - 1.00pm

Ketteringham Rugby Football Club

1	Welcome and introductions	DR
2	Apologies	DR
3	Acceptance of minutes of previous AGM	DR
4	Matters arising	DR
5	Finance Report of Activity	GP
6	Acceptance of Accounts	GP
7	Appointment of Independent Examiners	GP
8	Outgoing Chair Comments	DR
9	Election of Officers and Trustees	DR
10	Incoming Chair Comments	SW
11	AOB (to be pre-advised)	SW
12	CEOs' Report	JM
13	Evonne Coleman, Assistant Director Strategic Housing, Development and Property Services - North Northants	EC
14	Closing Remarks	SW



SECTION 3

AGM Minutes 2023

Minutes of Accommodation Concern Annual General Meeting 2023

20th September 2024

11.00am - 1.00pm

Ketteringham Rugby Football Club

Attendees:

Trustees:	Barbara Prince, Damian Roche, Graham Perkins, Helen Aird, Sarah-Louise Isaacson
Staff:	Jo Moore (CEO), Brian Moore, John Perry, Rebecca Jolley, Sara Steele, Kayleigh Evans, Rajbeer Kaur, Abigail Dare, Andrew Hawkes, David McClatchey, Erica Knight, Jade Rowlands, James McAuley, Pamela Cozens, Wilma Brown, Anatolie, Laura, Chris
Attendees:	Cllr Emily Fedorowycz (Mayor), Hannah Burrows, Lee Johnson, Marian Pell and Amanda (Age UK), Michelle Shaw, Natalie Scantlebury (C2C), Kylie Loveridge (CGL), David Chambers (CMA) Diane Johnson (Enfold), Donna Holmes Elmore (Groundwork), Gabriella Van Beek (Health Watch Northamptonshire), Nikki Farrar-Hayton (Homestart), Liam Paige (Justice), Philip Hollobone (MP), Joanna Harris and Tonya Kingham (NC Trust), Joyce Lawrence, Sophie Ellidge and Tina Squires (NHS), Hazel Webb and Simon (NNBC) Tina Collett, Olivia and Sonia (Northants Fire & Rescue), Ruth Fitch (Minute-taker, ex Trustee); Maggie Don (ex-Trustee), Philip Staves (ex-Trustee), Renee and Carly (KCU) and Anne.

1 Welcome and introductions

DR welcomed everyone to the meeting, introduced the Board of Trustees and welcomed Philip Hollobone MP and the Kettering Mayor, Cllr Emily Fedorowycz.

2 Apologies

Apologies were received from Kate Exall, Sylvia McLevy, Claire Flinders, Deborah Oughton, Cllr Keli Watts, Julia Wilson, Lynn Horwood, Gary Beharrell, Paul Marks, Lynn Chapman, Sam Watson, Marie Peach, Cllr Smithers, Sean Reynolds, Martin Hammond, and Housing Options (Northants Council who would have wanted to attend but who had a training day today).

3 Welcoming Address

Cllr Emily Fedorowycz gave a welcoming address. She had chosen Accommodation Concern as the Mayor's charity this year. She was involved with the Safe until Daylight centre and appreciates the complexity around housing issues and rough sleepers, and thanked AC for helping to close the gaps. She is looking to provide laundry and shower facilities in Kettering as this happens in Wellingborough. EF thanked AC for all they do.

4 **Acceptance of minutes of previous AGM**

The minutes of the 2022 AGM on Wednesday 20 September at Kettering Rugby Football Club had previously been circulated. There were no amendments and DR signed them as a true record.

5 **Matter arising**

There were no matters arising.

6 **Finance Report of Activity**

Graham Perkins (GP) gave the financial report and began by thanking the staff and volunteers for their work. GP explained the work the Trustees undertook to ensure the charity finances were monitored and managed, to review the current financial position and to budget for the future including financially interrogating all new projects. GP then went through a summary of the Statutory Accounts for the year ending March 2023, a copy of which had been circulated for reference in the Attendees' Papers (pages 6-7 of the Annual Report).

7 **Acceptance of Accounts**

At present finances are adequate to proceed with charitable activities. GP proposed that the accounts be accepted, and the accounts were accepted by the meeting.

8 **Appointment of Independent Examiners**

Moore Accountants of Oakley House, Headway Business Park in Corby have been appointed as independent Examiners of the Accounts and it was agreed this appointment would continue.

9 **Election of Officers and Trustees**

All Trustees were elected to be reappointed by unanimous consent. No current Trustees are standing down but there are two potential Trustees looking to join the Board (Diana Belfon and Keith Loryman). Diana and Keith were duly appointed.

10 **Chair's Comments**

This is DR's second AGM and he said he is proud of what AC has done over the past year. DR pointed out that the housing and cost of living crisis with both mortgages and private rents was rising and private landlords leaving the sector. Social landlords are also struggling, and it is very difficult for people to get social

housing. There are plans to abolish short-term tenancies. Unfortunately, some landlords are seizing the moment for no-fault evictions. There needs to be a stronger regimen of social housing which should mean better accommodation and services for those that need it. Clearly the work of AC remains vital. Since DR joined, the budget has risen dramatically in order to address the rising need.

11 **AOB**

None.

12 **David Chambers, CMA**

David Chambers introduced himself as the Operations Support Manager for Community Money Advice, a debt advice charity across the UK which gives advice free of charge at the point of need. DC presented a video of the work of the CMA which helps to train volunteers to give face to face advice in local churches and communities with the aim to help people both get out of and stay out of debt. There is always a lag between people getting into trouble and seeking advice, so it is likely numbers will rise as time goes on.

Some extracts and figures:

- Since March 2022, the number of UK adults who are behind on one or more household bills has risen to 1 in 5 from an estimated 7.9 to 11.6 million people.
- An estimated 5.5 million people (1 in 10 UK adults) were behind on their energy bills in April – an increase of 2.1 million compared to March 2022.
- Mortgage arrears are the highest in seven years. All this means is that organisations such as AC will only see demand rising.

13 **CEOs' report**

JM said that AC has seen another year of growth. The staffing has now been restructured into two teams and new posts put in place. Satellite drop-in centres have continued or been launched in Desborough Library, the Daylight Centre in Wellingborough and Encompass in Rushden. We now have staff in the Mind Mental Health Crisis cafés linked to the MH Hub for clients who need practical help (not just mental health support)

Data for 2022/2023:

- 2607 individuals approached
- 2955 issues supported with
- 13% (330) under 25 years old
- 11% from BAME Communities
- 85% had a disability or long-term illness
- 56% experiencing mental health difficulties
- £1,093,702 was achieved in financial gains (up from £626,687 the previous year).

The current position (i.e. data for 2023-4 from 01.04.23 to 31.08.23) is: -

- 1428 individuals approached
- 1675 issues supported with
- £787,383 achieved in financial gains
- 28% of cases are food parcels and HSF vouchers

JM commented that many under 25s are not as financially literate as one would expect. This year, AC is on track to help 2,000 individuals and 2,000 issues (with a team of 12).

John Perry spoke about the advice data

The Advice Team has grown from 3 to 7 advisors. The number of cases opened has risen to 335 per month (286 clients).

£1,106,433.70 worth of debts is being managed and £207,065 debt written off or included in DRO.

The number of calls to the office per week has increased from an average of 225 in 2022/3 to 320 currently, and 76% of all calls are answered in person.

Paul, one of the advice clients, spoke about the help he had received particularly with form-filling, signposting to benefits and other help, and ongoing face to face and telephone support. Paul thanked the whole team for all their help.

Sara Steele reported on tenancy and supported housing

SS thanked her team.

There are now nine properties with a total of 38 beds and 6 RSI properties supported by NNC.

The team has successfully moved on 30 clients into their own properties. Currently 38 people are in AC supported accommodation.

24 residents have completed AQA units between April 2022-23 and 38 individual units have been completed by residents.

SS gave some examples of very positive feedback. JM commented that it was heartening to see how many were still successfully managing their tenancy, 12 months after leaving AC's supported accommodation.

Future Plans

JM spoke about plans for the future.

To future proof AC's services:

- Re-launch the TSW service
- Advise on compliance and landlord responsibilities under the Supported Housing (Regulatory Oversight) Bill
- A staff training pilot is to be rolled out.

JM is preparing for the AQS audit in October and needs to focus on the wellbeing of staff to meet the demand for growing need. JM would like to source additional support accommodation properties in Corby and Wellingborough and wants to develop the user involvement forum to listen to the voices of clients and residents. There is a fundraising sleep out planned for the winter.

How to help:

- Donations to foodbank (which is a top-up; AC works with the other foodbanks in the town).
- Funds or donations for House set-up. It costs £2k to set a house up with the necessary furniture etc.
- Items from AC's Amazon Wishlist.
- Join the fundraising sleepover.
- Sign up to the regular newsletter.

14 **Philip Hollobone MP**

Philip Hollobone thanked all employees and volunteers who have contributed 23,000 hours of service. He thanked DR and GP for their work particularly the very important reports they produce, and JM for her inspirational leadership by which £1m has been put back into the local economy. PH assured the charity of his support including setting up a protocol for AC to liaise with the MP's office in order to get a quicker response.

DR thanked everyone present for attending and called the meeting to a close at 11:55.



SECTION 4

Annual report and unaudited financial statements

For the year ended 31st March 2024

Charity registration number 1146257
Company registration number 07945758 (England and Wales)

Trustees report

Legal and administrative information

Trustees	Mrs B A Prince Mr G R Perkins Mr D Roche Ms K M Exall Ms S L Isaacson
Charity number	1146257
Company number	07945758
Registered office	1 Meadow Road Kettering Northamptonshire NN16 8TL
Independent examiner	Moore Oakley House Headway Business Park 3 Saxon Way West Corby Northamptonshire NN18 9EZ

Trustees report (including directors' report)

For the year ended 31 March 2024

The trustees present their annual report and financial statements for the year ended 31 March 2024.

The financial statements comply with the Charities Act, the Charity's Constitution 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 Re-public of Ireland (FRS102) (updated 1 January 2019).

Objectives and activities

Accommodation Concern is registered with the Charity Commission. It's principal objectives are the prevention and relief of poverty, need, hardship and distress especially but not exclusively in relation to housing matters, by such means as the Trustees from time to time think fit, across Northamptonshire and neighbouring areas by:

- The provision of advice, assistance and support in connection with housing matters whether to tenants, landlords or others;
- The provision of education and advice in local schools and other institutions and otherwise generally on
- homelessness and housing issues.

Public benefit

The trustees are satisfied that the charity meets the definition of a public benefit entity under FRS102 and acknowledge that the charity complies with Section 4 of the Charities Act 2006 regarding providing a public benefit.

They have referred to the guidance in the Charity Commission's general guidance on Public Benefit when reviewing aims and objects and in planning future activities. In particular, the trustees have considered how planned activities will contribute to the aims and objectives they have set. The trustees ensure that these activities are carried out for the public benefit by delivering services that are valued by the people we support and enable those with responsibility in the sector to develop and adopt best practice, thereby promoting a transparent and efficiently managed charity that engenders public confidence and trust.

Accommodation Concern met its charitable objectives during the period April 2023 to March 2024 by delivering a diverse range of services to those in poverty, hardship, need and distress in North Northamptonshire and neighbouring areas through the projects outlined below.

Trustees report (including directors' report) cont.

For the year ended 31 March 2024

Achievements and performance

Accommodation Concern would like to express its thanks to its partners and funders:

- North Northamptonshire Council
- Northamptonshire Healthcare Foundation Trust (NHFT)
- The Tudor Trust
- Lloyds Bank Foundation
- Faraway Fund
- Desborough Town Council
- Central England Co-op
- Neighbourly/ Sainsburys
- Kettering Town Lottery
- Housing Support Fund (HSF)
- Nationwide
- Glasspool
- Thomas Brington
- C2C Social Action
- Spring – Social Prescribers
- NNBN (North Northants Business Network)
- Wickstead Park

Projects

Advice Plus (funded by the Tudor Trust)

Our Advice Plus funding for an advisor continues to provide a high level of support and advice assisting at least 168 separate service users for a variety of services. Advice was dispensed for domestic violence, abuse, drug and alcohol issues, redundancy, debt, illegal evictions, possession and repossession. This funding was extended for an additional year until June 2024. The Advice Centre remains accredited by the Advice Quality Standard (AQS) and which was re audited and passed with flying colours in October 2023.

Lloyds Bank Foundation

We continue to work closely with Lloyds Bank Foundation who have provided an amazing amount of additional support throughout the year. The charity has benefitted through their Enhance programme which includes: coaching, workshops and consultant support to the trustees.

Supported Accommodation

The Supported Accommodation project was set up just over eight years ago, The Charity has continued to increase its provision and managing a total of 8 properties.; It leases three, three-bed properties from North Northants council and another five with private landlords. There are plans for at least other four due to come on stream in the year 2024/25. All of these provide intensive housing support for single homeless people.

The service is overseen by our Operations Manager along with a dedicated Tenancy Team Leader who ensure all the properties are compliant, manage the staff team and assess all new referrals to the service. Due to the growth and demands on the service a full time compliance/Maintenance officer and Administrator have been recruited to support the Tenancy Support Team.

Plans are to continue to grow this provision as we look to expand across the North Northamptonshire. We currently have one property in West Northamptonshire and are keen to also develop this provision.

Trustees report (including directors' report) cont.

For the year ended 31 March 2024

Rough Sleeper Initiative properties (Funded by NNC through the Department for Levelling Up, Housing, and Communities (DLUHC), formerly the Ministry for Housing, Communities, and Local Government (MHCLG))

We continue to have excellent relationships with the Rough Sleeper Outreach team and work closely to support for those sleeping rough across North Northants.

We currently have **6 self-contained** one bed properties provided by NNC used for our rough sleeper initiative (RSI) Housing First model of accommodation. These flats provided intensive housing support for entrenched rough sleepers who have limited options available to them due to their poor housing history, addictions, debts and lack of engagement with agencies. We have seen amazing success with this cohort resulting in several now being ready to move on to their own long term accommodation.

Food Redistribution project and Food Bank Distribution point activities

We continue to provide a distribution point for the KCU Trussell Trust Food Bank in Kettering for those in need of food support giving out over 600 parcels this year.

We received funding from the various Household Support fund (HSF) initiatives locally that meant we could continue our partnership with Huggg; enabling us to issue over 430 grants/vouchers for supermarkets and utilities which have been a necessity whilst people have been struggling with the increased gas & electric costs.

Advice Centre

Our Advice Service Manager has been key in supporting the service to grow, whilst continuing to oversee the whole service, ensuring all the services are compliant with AQS & FCA standards, and managing the staff team and volunteers and was successfully promoted to Operations Manager following our restructure in September 2023.

This restructure enabled the charity to ensure it was fit for purpose in the coming years with the infrastructure and business support in place to manage a growing number of frontline staff needed to meet the ever growing demand for our services.

The NHFT contract provides housing, debt and benefit advice to patients of NHFT across the whole of Northamptonshire (both North & West) and continues to have an advisor present at every Mind Crisis café across the county. This year the charity supported over 1050 clients this year through this funding stream.

Desborough Town Council continues to provide funding for a satellite advice service in Desborough on a Thursday afternoon, which provides a service to the local people who would struggle to access the office in Kettering.

We continue to see an increase in demand for advice services and are working with other local organisations to ensure everyone needing support is able to access it.

This year saw our first Quiz & Winter Sleep Out fundraiser event with 100 attendees and 20 people braving the cold night. This successful event, held at Wickstead Park raised over **£8,000** and will be repeated next year!

Trustees report (including directors' report) cont.

For the year ended 31 March 2024

Total Outputs

Over the year, the core team supported 3295 service users with a total of 3870 issues (a 125% increase on last years numbers. This support was in the form of both face to face and remote advice sessions, visits, video and telephone calls, e-mails and letters.

The work was undertaken by the paid staff team working 33,640 hours and the gift of 2,277 volunteer hours.

We submitted 253 charity applications for clients enabling £19,000 of for white goods to be obtained

Our Debt centre supported 372 people to have £587,043 worth of debt written off including £558,173 in approved Debt Relief Orders. We now have two qualified in-house Debt intermediaries.

We submitted 1,242 benefit claims/appeals resulting in £1,419,590 of benefits being awarded to clients.

The combined projects enabled clients to obtain financial gains of £2,216,950 (income and benefits) to which they were entitled.

Financial review

This has been a busy year learning embedding new ways of working to be responsive the needs of those seeking our help, especially as we are seeing more in-work poverty and to negative budgets with our the usual income maximisation solutions being available. The cost of living crisis continues to affect everyone whatever their background or income, 15% of our clients reported having no disability and around 20% reported to currently being in work.

The Charity's total income increased from £691,293 in 2022/23 to £972,374 in 2023/24 (an increase of 41%).

The Charity continued to keep expenditure to the minimum, increasing in line with the growth of the charity from £644,727 in 2022/23 to £953,649 in 2023/24.

The Charity made a surplus of £18,725 in 2023/24 compared to a surplus of £46,566 in 2022/23. The Charity's reserves increased from £115,311 at the beginning of the year to £134,036 at the end of the financial year.

At present the Charity's finances are sufficient and a full review of every project produced a slight surplus budget for the next financial year. The Charity has and will continue to focus on its strengths, review ongoing costs and commitments and identify new opportunities as they arise.

Reserves Policy

The Charity needs reserves to ensure expenditure commitments can be met as they fall due. The Trustees' aim is to retain reserves in available cash of £150,000. This policy is reviewed annually to ensure that it remains proportionate and reasonable.

Risk Management

The Trustees have considered the major business and operational risks which the Charity faces and confirm that systems have been established so that necessary steps can be taken to lessen these risks. The Chief Executive Officer (CEO), Jo Moore, has reviewed all the Health & Safety and HR processes and appointed Croner to oversee this on behalf of the Charity.

The office provision remains fit for purpose and meets H&S regulations. Staff continue to work from the office base (or delivery site) and/or home having implemented a hybrid working pattern.

The Trustees continue to meet regularly and carefully consider the risks of any new projects. The trustees responsible for HR, Finance and Governance continue to support the CEO in the oversight of these areas.

Trustees report (including directors' report) cont.

For the year ended 31 March 2024

Plans for future periods

The Charity plans to consolidate its continued growth this year, whilst investigating in ensuring it has the infrastructure (Business units) in place to under pin and support a charity of this scope, remit and size.

The priority areas of focus remain to deliver a high quality, accredited Advice Centre offering Housing, Debt & Welfare Benefit Advice alongside the practical opportunities of also delivering high quality supported accommodation and RSI intensive accommodation to those homeless people in need.

Structure, governance and management

Accommodation Concern is a registered charity, regulation no 1146257.

Accommodation Concern is the working name of Accommodation Concern a company limited by guarantee, company no 07945758.

Charity registration date - 6 March 2012.

The governing document is the Articles of Association incorporated on 10 February 2012.

The control of the charity rests with the trustees whose names are shown below.

The business of the charity is conducted by the chairperson and the trustees. The trustees meet on a regular basis to administer the affairs of the Charity.

Trustees report (including directors' report) cont.

For the year ended 31 March 2024

Mrs C E Smith-Haynes (Resigned 1 April 2024)

Mrs B A Prince

Mr G R Perkins

Mr D Roche

Ms K M Exall

Ms S L Isaacson

Mrs H Aird (Resigned 25 February 2024)

Ms Diana Belfon (Appointed 21 September 2023 and resigned 25 April 2024)

Recruitment and Appointment of Trustees

The Charity has a policy of recruiting new Trustees to add to the diversity of the current Board to include individuals from business, politics and practice and will be appointing more Trustees at this year's AGM.

The trustees report was approved by the Board of Trustees.

Trustee

Independent examiner's report

To the trustees of accommodation concern

I report to the trustees on my examination of the financial statements of Accommodation Concern (the charity) for the year ended 31 March 2024.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity 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 the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charity's gross income exceeded £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 Institute of Chartered Accountants in England & 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 the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting 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 financial statements 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 financial statements to be reached.



Oakley House
Headway Business Park
3 Saxon Way West
Corby
Northamptonshire
NN18 9EZ

Statement of financial activities

Including income and expenditure account
For the year ended 31 March 2024

		Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	Notes	2024	2024	2024	2023	2023	2023
		£	£	£	£	£	£
Income from:							
Donations and legacies	3	13,614	-	13,614	9,396	-	9,396
Charitable activities	4	163,852	303,136	466,988	51,801	287,769	339,570
Other trading activities	5	491,772	-	491,772	342,327	-	342,327
Total income		669,238	303,136	972,374	403,524	287,769	691,293
Expenditure on:							
charitable activities							
Expenditure on charitable activities	6	664,410	289,239	953,649	385,879	258,848	644,727
Total charitable expenditure		664,410	289,239	953,649	385,879	258,848	644,727
Net income/(expenditure) for the year/net movement in funds		4,828	13,897	18,725	17,645	28,921	46,566
Fund balances at 1 April 2023		86,390	28,921	115,311	68,745	-	68,745
Fund balances at 31 March 2024		91,218	42,818	134,036	86,390	28,921	115,311

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.

Balance sheet

As at 31 March 2023

	Notes	2024		2023	
		£	£	£	£
Current assets					
Debtors	12	39,143		3,860	
Cash at bank and in hand		577,542		198,358	
		616,685		202,218	
Creditors: amounts falling due within one year	13	(482,649)	-	(86,907)	
Net current assets		-	134,036	-	115,311
Income funds					
Restricted funds	14		42,818		28,921
Unrestricted funds			91,218		86,390
			134,036		115,311

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 2024.

The trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

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

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

.....
Trustee
Company registration number 07945758

Statement of cash flows

For the year ended 31 March 2024

	Notes	2024		2023	
		£	£	£	£
Cash flows from operating activities					
Cash generated from operations	19		379,184		115,243
Net cash used in investing activities			-		-
Net cash used in financing activities			-		-
Net increase in cash and cash equivalents			379,184		115,243
Cash and cash equivalents at beginning of year			198,358		83,115
Cash and cash equivalents at end of year			577,542		198,358

Notes to the financial statements

For the year ended 31 March 2024

1 Accounting policies

Charity information

Accommodation Concern is a public benefit entity and a private company limited by guarantee, registered in United Kingdom and a registered charity in England and Wales. The address of the registered office is 1 Meadow Road, Kettering, Northamptonshire, NN16 8TL, United Kingdom.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 charity is a Public Benefit Entity as defined by FRS 102.

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. 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.

Notes to the financial statements cont.

For the year ended 31 March 2024

1.5 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 are allocated on the portion of the asset's use.

1.6 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.

1.7 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.

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.

Notes to the financial statements cont.

For the year ended 31 March 2024

1.8 Taxation

As a charity, Accommodation Concern is exempt from tax on income and gains falling within Section 478 of the Corporation Taxes Act 2010, or Section 256 of Taxation of Chargeable Gains Act 1992. No charges have arisen.

1.9 Employee benefits

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

1.10 Leases

Lease payments are recognised as an expense over the lease term on a straight-line basis. The aggregate benefit of lease incentives is recognised as a reduction to expense over the lease term, on a straight-line basis.

1.11 Limited by guarantee

The company is limited by guarantee. Each of the members has agreed to contribute to the assets in the event of a deficiency on winding up of an amount not exceeding £1.

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.

3 Donations and legacies

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Donations and gifts	13,614	9,396

Notes to the financial statements cont.

For the year ended 31 March 2024

4 Charitable activities

	Charitable income 2024 £	Charitable income 2023 £
Grant income	466,988	339,570
Analysis by fund		
Unrestricted funds	163,852	51,801
Restricted funds	303,136	287,769
	466,988	339,570

5 Other trading activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Income from Tenants - Housing Benefit	486,407	333,627
Income from Tenants - Tenant Contributions	5,366	8,700
	491,773	342,327

Notes to the financial statements cont.

For the year ended 31 March 2024

6 Charitable activities

	Expenditure on charitable activities	Expenditure on charitable activities
	2024 £	2023 £
Unrestricted funds	572,243	397,488
Share of supported costs (see note 8)	378,906	245,751
Share of governance costs (see note 8)	1,500	1,488
	953,649	644,727
Analysis by fund		
Unrestricted funds	644,410	385,879
Restricted funds	289,239	258,848
	953,649	644,727

7 Support costs

	Support costs £	Governance costs £	2024 £	Support costs £	Governance costs £	2023 £
Staff costs	263,565	-	263,565	132,163	-	132,163
Insurance	9,799	-	9,799	13,934	-	13,934
Repairs and renewals	-	-	-	2,861	-	2,861
General office	14,433	-	14,433	1,451	-	1,451
Premises costs	44,729	-	44,729	34,703	-	34,703
Legal and professional	11,350	-	11,530	6,140	-	6,140
Finance costs	162	-	162	147	-	147
Activity resource costs	8,610	-	8,610	22,458	-	22,458
Advertising and website	-	-	-	4,304	-	4,304
Communications and IT	16,779	-	16,779	16,397	-	16,397
Cleaning	1,140	-	1,140	3,781	-	3,781
Utilities	4,655	-	4,655	6,045	-	6,045
Travel and subsistence	3,505	-	3,505	1,366	-	1,366
Independent examination fee	-	1,500	1,500	-	1,488	1,488
	378,906	1,500	380,406	245,751	1,488	247,239
Analysis between Charitable activities	378,906	1,500	380,406	245,751	1,488	247,239

Notes to the financial statements cont.

For the year ended 31 March 2024

8 Independent examination fees

	2024 £	2023 £
Independent examination of the charity's annual accounts	1,500	1,488

9 Trustees

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

10 Employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
Independent examination of the charity's annual accounts	18	14

Employment costs

	2024 £	2023 £
Wages and salaries	506,647	332,498

There were no employees whose annual remuneration was more than £60,000

11 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

12 Debtors

	2024 £	2023 £
Amounts falling due within one year:		
Trade debtors	207	999
Other debtors	20,117	2,062
Prepayments and accrued income	18,819	799
	39,143	3,860

Notes to the financial statements cont.

For the year ended 31 March 2024

13 Creditors: amounts falling due within one year

	2024 £	2023 £
Trade creditors	20,012	9,065
Accruals and deferred income	462,637	77,842
	482,649	86,907

14 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			Movement in funds		
	Incoming resources £	Resources expended £	Balance at 1 April 2023 £	Incoming resources £	Resources expended £	Balance at 31 March 2023 £
Lloyds	32,250	(34,083)	(1,833)	22,500	(10,182)	12,318
NHFT	199,867	(172,570)	27,297	273,136	(269,763)	3,373
Tudor	30,000	(26,542)	3,458	7,500	(9,294)	(1,794)
RSI	25,653	(25,653)	-	-	-	-
	287,769	(258,847)	28,921	303,136	(289,239)	42,818

15 Analysis of net assets between funds

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Fund balances at 31 March 2024 are represented by:						
Current assets/(liabilities)	134,036	-	134,036	115,311	-	115,311
	134,036	-	134,036	115,311	-	115,311

16 Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contributions plans was £9,635 (2023 - £6,204)

Notes to the financial statements cont.

For the year ended 31 March 2024

17 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2024 £	2023 £
Within one year	104,968	27,350
Between 2 and 5 years	114,010-	323,945
Cash generated from/(absorbed by) operations	218,978	351,295

18 Related party transactions

There were no disclosable related party transactions during the year (2023 - £nil).

19 Cash generated from operations

	2024 £	2023 £
Surplus for the year	18,725	46,566
Movements in working capital:		
Increase/(decrease) in debtors	(35,283)	21,980
Increase in creditors	395,742	46,697
Cash generated from/(absorbed by) operations	379,184	115,243

20 Analysis of changes in net funds

The charity had no debt during the year.



Advice, support and housing
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