

Brent Bereavement Services

Statement of financial activities (incorporating an income and expenditure account)

For the year ended 31 March 2019

		Unrestricted	Restricted	2019 Total £	2018 Total £
	Note	£	£		
Income from:					
Donations and legacies	2	3,059	-	3,059	31,030
Charitable activities	3	87,895	-	87,895	76,228
Investment income	4	64	-	64	7
Total income		<u>91,018</u>	<u>-</u>	<u>91,018</u>	<u>107,265</u>
Expenditure on:					
Charitable activities	5	<u>79,071</u>	<u>-</u>	<u>79,071</u>	<u>74,669</u>
Total expenditure		<u>79,071</u>	<u>-</u>	<u>79,071</u>	<u>74,669</u>
Net income / (expenditure) for the year	6	11,947	-	11,947	32,596
Transfers between funds				-	-
Net movement in funds		11,947	-	11,947	32,596
Reconciliation of funds:					
Total funds brought forward		<u>32,798</u>	<u>-</u>	<u>32,798</u>	<u>202</u>
Total funds carried forward		<u><u>44,745</u></u>	<u><u>-</u></u>	<u><u>44,745</u></u>	<u><u>32,798</u></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above.

Brent Bereavement Services**Balance sheet****As At 31 March 2019**

	Note	2019 £	2019 £	2018 £	2018 £
Fixed assets:					
Tangible assets	12		1,419		1,774
Current assets:					
Stock	13	230		230	
Cash at bank and in hand		45,516		33,267	
		<u>45,746</u>		<u>33,497</u>	
Liabilities:					
Creditors: amounts falling due within one year	14	2,420		2,473	
Net current assets / (liabilities)			<u>43,326</u>		<u>31,024</u>
Total assets less current liabilities			<u>44,745</u>		<u>32,798</u>
Net assets excluding pension asset / (liability)	15		44,745		32,798
Defined benefit pension scheme asset / (liability)			-		-
Total net assets / (liabilities)			<u>44,745</u>		<u>32,798</u>
Funds	17				
Restricted funds			-		-
Unrestricted funds:					
General funds		44,745		32,798	
Total unrestricted funds			<u>44,745</u>		<u>32,798</u>
Total funds			<u>44,745</u>		<u>32,798</u>

Approved by the trustees on

and signed on their behalf by:

M Moorhead
Trustee

The attached notes form part of the financial statements.

1 Accounting policies

a) Basis of preparation

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 2015) - (Charities SORP FRS 102).

The charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

b) Reconciliation with previously Generally Accepted Accounting Practice (GAAP)

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 a restatement of comparative items was required.

No restatements was required.

c) Going concern

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

d) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Income received in advance for the provision of specified service is deferred until the criteria for income recognition are met.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

e) Donations of gifts, services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.

On receipt, donated gifts, professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

f) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

g) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

1 Accounting policies (continued)

h) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise of trading costs and the costs incurred by the charitable company in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

i) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 6.

j) Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Fixtures, Fittings and Equipment	20 % per annum
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k) Debtors

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

l) Stocks

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

m) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

n) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Brent Bereavement Services
Notes to the financial statements
For the year ended 31 March 2019

2 Income from donations and legacies

	Unrestricted	Restricted	2019 Total	2018 Total
	£	£	£	£
Donations	3,059	-	3,059	31,030
	<u>3,059</u>	<u>-</u>	<u>3,059</u>	<u>31,030</u>

3 Income from charitable activities

	Unrestricted	Restricted	2019 Total	2018 Total
	£	£	£	£
<i>Income earned from charitable activities</i>				
Santander	-	-	-	4,760
SSAFA	9,740	-	9,740	10,813
Monument Trust	70,000	-	70,000	50,000
LBHF	-	-	-	-
Coop	7,813	-	7,813	7,655
CVS	-	-	-	3,000
Room hire	342	-	342	-
Total income from charitable activities	<u>87,895</u>	<u>-</u>	<u>87,895</u>	<u>76,228</u>

4 Income from Investments

	Unrestricted	Restricted	2019 Total	2018 Total
	£	£	£	£
Bank interest	64	-	64	7
	<u>64</u>	<u>-</u>	<u>64</u>	<u>7</u>

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5 Analysis of expenditure

	Charitable activities	2019 Total	2018 Total
	£	£	£
Staff costs	30,825	30,825	34,068
Direct cost			
Travel and subsistence	984	984	263
Volunteer expenses	1,529	1,529	268
Training cost	2,500	2,500	4,350
Consultancy fee	9,495	9,495	12,905
Support cost			
Printing, postage and stationary	3,913	3,913	3,170
Telephone	4,380	4,380	2,727
Independent examiner's fees	1,240	1,240	1,240
Insurance	766	766	397
Rent	8,400	8,400	9,800
SSAFA	11,751	11,751	3,479
Sundry cost	2,805	2,805	1,365
Depreciation	355	355	444
Bank charges	128	128	193
Total expenditure 2019	79,071	79,071	74,669
 Total expenditure 2018	 74,669	 74,669	

Of the total expenditure, £79,071 was unrestricted (2018:£74,669).

Brent Bereavement Services
Notes to the financial statements
For the year ended 31 March 2019

6 Net incoming resources for the year

This is stated after charging / crediting:

	2019	2018
		£
Examiner's Fees	1,240	1,240
Depreciation	<u>355</u>	<u>444</u>

7 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

Staff costs were as follows:

	2019	2018
	£	£
Salaries and wages	23,632	22,480
Social security costs	-	-
Pension	3,960	6,934
Other staff cost	<u>3,233</u>	<u>4,654</u>
	<u>30,825</u>	<u>34,068</u>

The total employee benefits including pension contributions of the key management personnel were 29,482 (2018: £28,800).

No employees earned more than £60,000 per annum.

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2018: £nil).

No charity trustee received payment for professional or other services supplied to the charity (2018: £nil).

No trustees received any payment or reimbursement of travel and subsistence costs.

8 Staff numbers

The average number of employees (head count based on number of staff employed) during the year was as follows:

	2019	2018
	No.	No.
Charitable activity	1	1
Support	<u>1</u>	<u>1</u>
	<u>2</u>	<u>2</u>

9 Related party transactions

There are no related party transactions to disclose for 2019 (2018: none).

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

10 Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

Brent Bereavement Services
Notes to the financial statements
For the year ended 31 March 2019

11 Tangible fixed assets

	Fixtures, fittings & equipment £	Total £
Cost		
At the start of the year	26,457	26,457
Additions in year	-	-
Disposals in year	-	-
At the end of the year	<u>26,457</u>	<u>26,457</u>
Depreciation		
At the start of the year	24,683	24,683
Charge for the year	355	355
Eliminated on disposal	-	-
At the end of the year	<u>25,038</u>	<u>25,038</u>
Net book value		
At the end of the year	<u>1,419</u>	<u>1,419</u>
At the start of the year	<u>1,774</u>	<u>1,774</u>

12 Stock

	2019 £	2018 £
Stock	230	230
	<u>230</u>	<u>230</u>

13 Creditors: amounts falling due within one year

	2019 £	2018 £
Taxation & social security	80	173
Accruals	2,340	2,300
	<u>2,420</u>	<u>2,473</u>

14 Analysis of net assets between funds

	General unrestricted £	Designated £	Restricted £	Total funds £
Tangible fixed assets	1,419	-	-	1,419
Net current assets	43,326	-	-	43,326
Net assets at the end of the year	<u>44,745</u>	<u>-</u>	<u>-</u>	<u>44,745</u>

15 Movements in funds

	At the start of the year £	Incoming resources & gains £	Outgoing resources & losses £	Transfers £	At the end of the year £
General funds					
Total Unrestricted Funds	32,798	91,018	79,071	-	44,745
Total unrestricted funds	<u>32,798</u>	<u>91,018</u>	<u>79,071</u>	<u>-</u>	<u>44,745</u>