

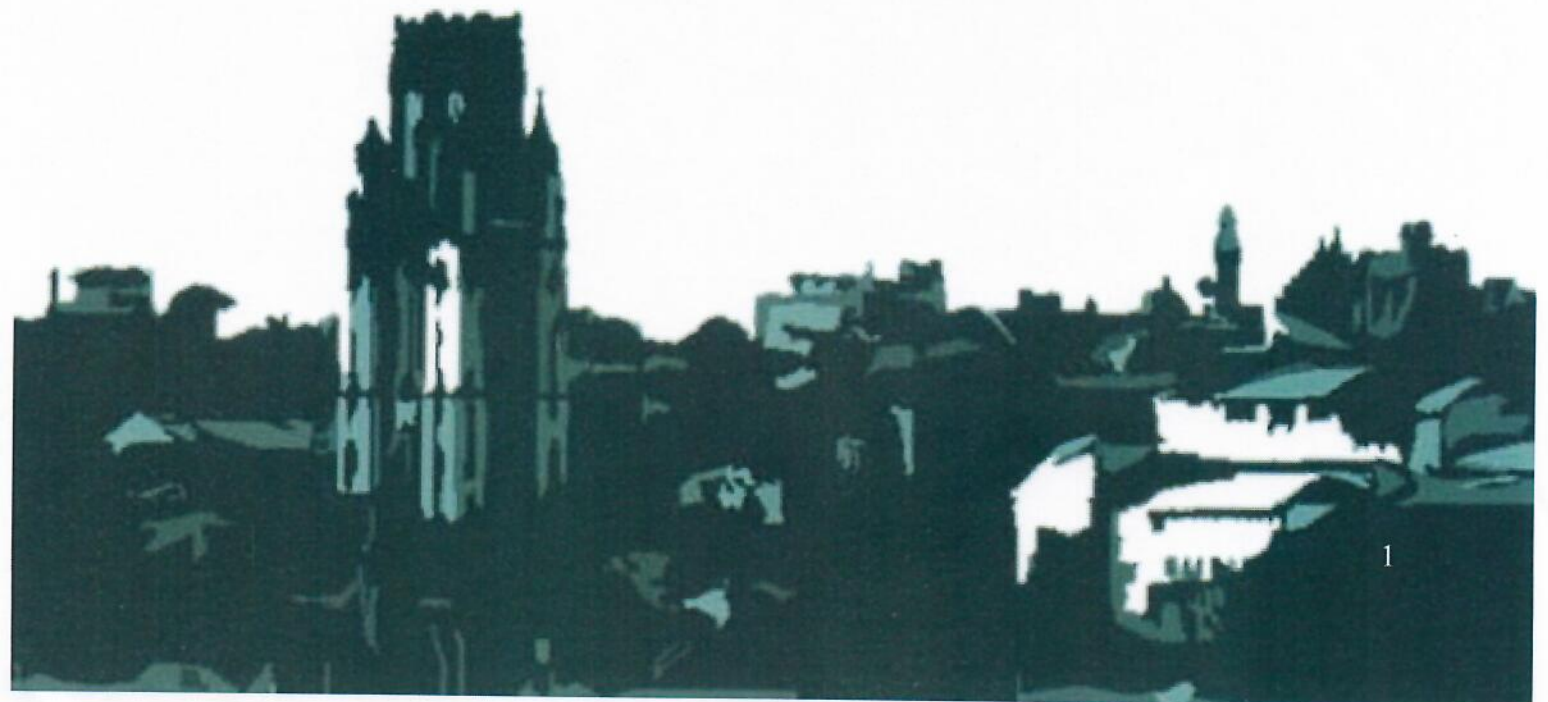


CHAS BRISTOL

Housing Advice Service

Churches Housing Aid Society
Trustees Report and Financial Statements
Year to 31 March 2018

Charity number: 233757



Churches Housing Aid Society

Trustees' Annual Report

Year to 31 March 2018

CONTENTS

Trustees Report

2. Reference and Administrative Information
2. Structure, Governance and Management
3. Objects and Activities
- 4-9. Achievements and Performance
10. Financial Review
11. Statement of Responsibilities of Trustees
12. Independent Examiner's Report
13. Statement of Financial Activities
14. Balance Sheet
- 15-19. Notes to the Accounts

Reference and Administrative Information

Charity name: Churches Housing Aid Society
Working name: CHAS (Bristol)

Charity registration number: 233757
Principal Address: PO Box 2219, Bristol BS6 9LG

Trustees 2017-18

Sharon Mchugh (Chair)
Lucy Fairbrother (Secretary)
Maura Laporta (Treasurer) (resigned 01.04.18)
Ron Morrison (Treasurer) (appointed 09.07.18)
Una Dimambro
Patrick Quinn

Gary Jordan
Trevor Watt
Neil Fraser (appointed 10.07.17, resigned
01.07.18)
Joe Smith (appointed 22.08.18)
Sarah Hughes (appointed 25.09.18)

Structure, Governance and Management

The organisation is an unincorporated association, registered as a charity on 9 June 1965. Its governing document is the Constitution adopted on 17 January 1964, as amended on 26 February 1965 and 1 September 2004. The trustees consider the board of trustees as comprising the key management personnel of the charity in charge of directing and controlling the charity. During the year the trustees delegated the day to day operation of the charity to the Advice Service Manager, Mike Mills.

Recruitment and Appointment of Trustees

All trustees are elected by a simple majority vote at the AGM. One third of the trustees must retire at each AGM, those longest in office retiring first; however they are entitled to re-election. A skills and capacity assessment ensures that trustees are selected according to the skills and experience they can offer CHAS. To ensure that new trustee appointments are representative of the communities CHAS serves, new posts are advertised widely through local voluntary channels, local press and radio, and through direct invitations to ex-service users and key community members.



Objects and Activities

Charitable Objects

For the relief of poverty, in particular, but not exclusively by:

- 1) Providing advice on and assistance with housing and related matters including welfare benefits;
- 2) Providing household items and other amenities for persons in necessitous circumstances upon terms appropriate to their means.

About CHAS

CHAS has a **vision** of society where all members of the community have a place they can call home. We believe that a home is a basic human right and that decent housing is central to the development of individuals, families, and society as a whole.

Our mission is to help Bristol residents obtain satisfactory housing conditions, focusing on those in greatest need.

CHAS aims to:

- Prevent homelessness in the City of Bristol and surrounding areas.
- Enable people to stay in their own homes by improving their current housing conditions and raising income levels.
- Help people who are homeless or in unsatisfactory housing to find suitable accommodation.

Our primary objectives are to:

- Provide a free, impartial, confidential and quality advice and advocacy service on housing and related matters.
- Provide support to enable people to sustain their tenancies, thereby preventing homelessness.
- Share information and co-operate with local partners in order to achieve the above objectives, including through partnership working.
- Use our knowledge and experience to influence local decision making, policy and practice for the benefit of people in housing need.
- Ensure that the service we provide is client-focused, inclusive and accessible to all members of our community.

Our Team

CHAS is governed by a board of nine Trustees who meet monthly. The Advice Service Manager oversees the advice service, supported by our Housing Advice Caseworker. The Partnership and Development Manager oversees development and strategy, supported by our office administrator.

Public Benefit

The Trustees have had regard to the Charity Commission's guidance on public benefit and endeavour to implement that guidance in all the charity's work. The charity delivers public benefit by providing support, information and advice to people in situations of poverty, focussing on those with particular needs due to age, disability or other vulnerabilities. The service is free and accessible to anyone in anyone in Bristol and the surrounding area. In preventing homelessness, the charity provides benefit to individuals and the wider community as a whole.



Achievements and Performance

Our Impact

In 2017/18 CHAS continued its long history of delivering high-quality housing advice and advocacy to the Bristol community. The demand for our service has continued to rise due to a number of external factors.

Inequality in Bristol has risen following years of welfare reforms and increasingly competitive housing markets. The increasing housing equality gap has made accessing and maintaining good quality housing an ever more difficult task. This is reflected in the statistics: it is estimated in a recent report by Shelter that 1 in every 170 Bristolians are homeless, a shocking but none-the-less understated figure which does not take into account the many 'hidden homeless'.

**1/170
Bristolians
Homeless**

Following the significant cuts to legal aid made in 2012/13, most housing cases are now outside the scope of legal aid and funding for local support and advice services has reduced. It is now more challenging than ever for people in crisis to get help with housing and homelessness issues.

**121 new
cases**

**636 people
supported**

Last year CHAS received our highest number of enquiries, with 636 people advised; almost double the figure before the cuts to legal aid.

People advised per year



Of the 636 people supported, we provided one-off information and advice to 471 people and took on 121 new cases (clients needing intensive or sustained support). We also continued to help 44 clients from the previous year. We dealt with 388 "presenting problems"; homelessness, the threat of homelessness or street homelessness were the presenting problem in 45% of cases, and the primary problem in 25% of all cases.

**388
presenting
problems**



Client profile and presenting issues

49% BAME
(Black, Asian
minority ethnic)

**60% clients
with
disability**

**38% cases
involved
families**

**41%
aged
35-49**

**31%
Private
rented**

**20% experienced
poor housing
conditions and
disrepair**

**Homelessness
was a presenting
problem in 45% of
cases**

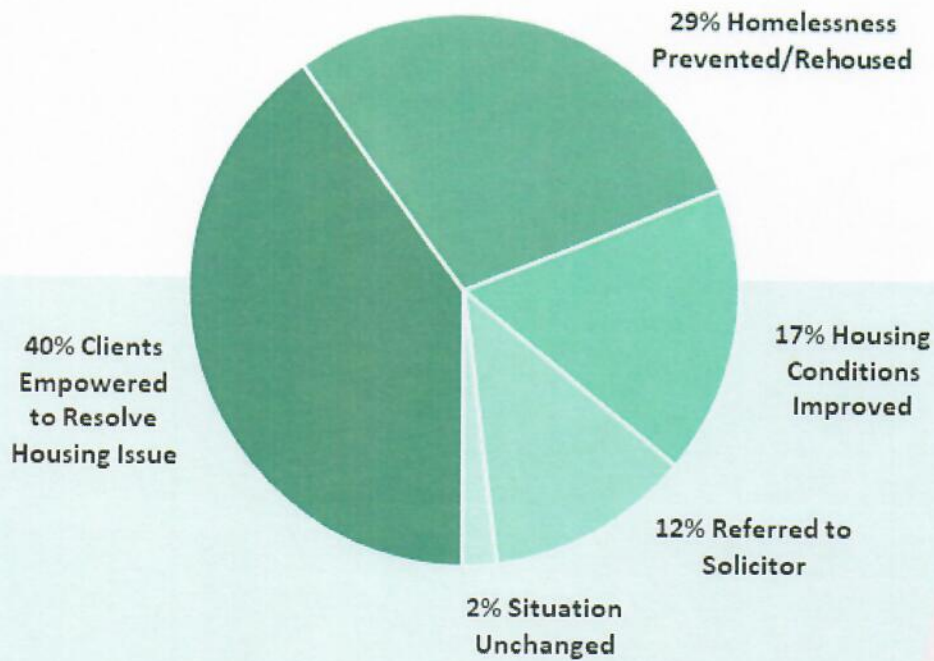
**26% faced
landlord and
tenant issues**

**Overcrowding
was a presenting
problem in 14%
of cases**

**16% were
victims of
domestic
violence**

**7% were victims
of antisocial
behaviour and
harassment**

Outcomes 2017/2018



19
partnership
meetings

In 2017/18 we continued to achieve strong housing outcomes for our clients: 40% of were empowered to sustain their tenancy, 29% were rehoused or had homelessness prevented and 17% had their housing conditions improved. A further 12% were referred to a Legal Aid solicitor for specialist advice. By supporting clients to obtain or sustain a safe, appropriate and permanent home, we enable people to become settled within a community, find work and improve their health and wellbeing.

6 policy
consultations

8 working
groups
attended

In addition to casework, we delivered housing advice and homelessness awareness training to over 127 community members, staff and volunteers from a range of organisations including mental health services, refugee charities and local community groups.

We took an active part in a new Mental Health and Housing group leading to a report with recommendations and joined a working group following the Council's *No-one Should Suffer a Cold Home Conference*, leading to a large-scale partnership bid. As members of Advice UK, Advice Centres for Avon (ACFA) and the Bristol Homelessness Forum we continued to influence good practice and policy development, both locally and nationally.

Client stories

Finding suitable housing

Last year **34% of our clients sought help due to poor housing conditions or overcrowding** and **31% of tenancies were privately rented**. We supported Claudia, a disabled single parent, who was living in poor housing conditions in private rented accommodation. As a result of CHAS' advice and advocacy, Claudia moved to a new home that meets her disability needs.

“ Thanks very much for your show of love and care...thank you for always being there ”

- Aretta

Finding a place of safety

Last year, **22.3% of our clients sought help due to anti-social behaviour, domestic violence or racial harassment**. We supported Helen, a single mum with three children, who was living in severe overcrowding after fleeing her home due to harassment. In January 2018, as a result of our advocacy and support, she was rehoused long term by the Council.

“ Thank you so much for all your help... I now have the confidence to speak up to my new landlord and I know more about my rights. It's so nice and quiet in my new house, we are so happy ”

- Claudia

Welcoming into the Community

Aretta, a pregnant woman from West Africa, fleeing severe domestic violence, came to the UK seeking urgent refuge. CHAS advocated on her behalf to secure funding for emergency accommodation through the Red Cross. CHAS then continued to provide support and advice to ensure Aretta was safe and could progress her asylum application before the birth of her baby. CHAS's role in offering discrimination-free care and support, aiding individuals like Aretta to rebuild their lives in the UK is well recognised, with almost **10% of referrals coming directly from refugee charities**.

“ I would not have got through the last 6 months without your help, support and guidance... I will be forever grateful for everything you have done. You should be very proud of the changes you make ” - Helen



Partnerships and projects

We have continued to foster strong referral links with partners. In 2017/18, 69% of our referrals were from organisations working with vulnerable people including Social Workers, Advice Services, Voluntary and Community Groups, Health Services, Churches, Schools, Disability Organisations, Bristol County Court and many other organisations and individuals.



“Really pleased to hear that the clients have moved locally to a house. Many thanks for all your hard work on this”

Learning & Disabilities Development Worker,
Carers Support Centre.

“Thank you so much for the information and your continued support. I’ve been able to look through the supported housing options you were able to suggest and will explore them further with my clients.”

Refugee Support Caseworker, British Red Cross.



“Just wanted to say a belated thanks for helping out in such a great event last week. A really positive vibe and a very positive turnout. Our Directors were really impressed with you and your teams and how much positive progress has already been made on the partnership.”

Matt Parsonage, funder and Head of
Communities - Clarion Futures.

This year CHAS entered its first formal partnership with Bristol City Council, **Trailblazer**. This project is trialling innovative approaches to homelessness prevention. This collaboration between six local advice agencies and Bristol City Council has strengthened CHAS’s network of partnerships and enabled us to feed back on issues to influence local policy.

In 2017/18, **Aashyana Advice** became more established in the local community following a successful celebratory event, a series of information sessions with local groups, a programme of community outreach and accessible referral routes. The partnership project between CHAS, Citizen’s Advice and St Pauls Advice Centre provides targeted support for Bristol’s South Asian community with housing, benefits and money issues.



Organisational and Operational Development

2017/18 has been a time of positive change and development for CHAS. In order to respond to ever-increasing levels of demand we recruited a second Housing Caseworker, a practising solicitor, who has offered invaluable support to our long-standing Advice Service Manager.

We undertook a Monitoring and Evaluation review, funded by Lloyds Foundation (*Enable*) which resulting in the implementation of a new case management system. This will have a transformational effect on casework, service management and reporting processes, maximising our effectiveness and productivity to ensure we can devote more time to helping clients.

Funding

2017/2018 was another successful year in fundraising terms. We are grateful for the continued support of the Henry Smith Charity and the John James Bristol Foundation, and for the grants received from various trusts and foundations including the Nisbet Trust, the Van Neste Foundation, St Stephen and St James Trust, Allen Lane, and the Singer Foundation. We have also entered into our first contract for services with Bristol City Council on their "Trailblazer" project, and continued to deliver our contract with Affinity Sutton. We thank all of our funders for their confidence in us and their support for our work.

Looking Forward

With combined factors of welfare reform, housing inequality and decreasing availability of social housing in an ever more competitive housing market, we anticipate that the demand for our services will continue to rise.

In order to ensure our modest resources have the greatest impact, CHAS will be undertaking a Strategic review in 2018/19. This will inform our development and fundraising strategy over the next three years.

CHAS will also finalise our constitutional changes in 2018/19, amending its structure by converting from an unincorporated association into a charitable company limited by guarantee. This will improve sustainability and support the growth of the charity.



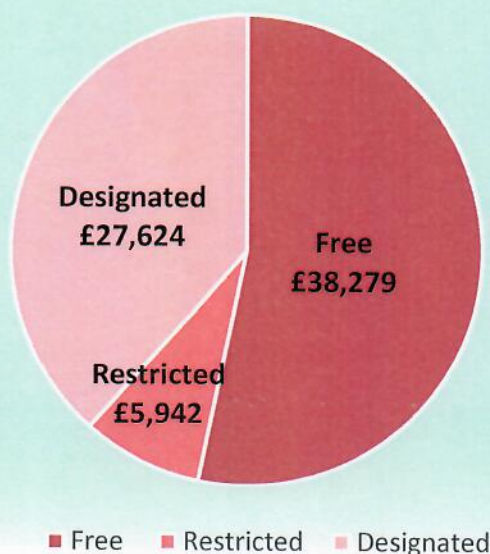
Financial Review

During the year, we were once again successful in raising funds, with income from charitable trusts, contracts, and partnerships generating £91,982. Planned expansion (including the recruitment of new staff) continued during 2017/18, resulting in expenditure of £102,047. The deficit of £10,065 was anticipated by the Trustees, who elected to assign £10,065 from reserves to delivery. Our reserves policy (as set out below) remained unaffected. With adequate funding in place, the trustees are satisfied that the charity remains a going concern.

Reserves Policy

The trustees have established a policy whereby the free reserves should be sufficient to cover the charity's operating costs for between three and six months. On the basis of projected expenditure for 2018/19 this would constitute a minimum of £35,558 and a maximum of £71,116.

At the balance sheet date, restricted* funds amounted to £5,942. Unrestricted funds amounted to £65,903, of which £27,624 was designated* and £38,279 remained as free reserves. (*see note 8 in Notes to the Accounts).



Statement of Responsibilities of the Trustees

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each 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, of the charity for that period. In preparing the financial statements, the trustees are required to:

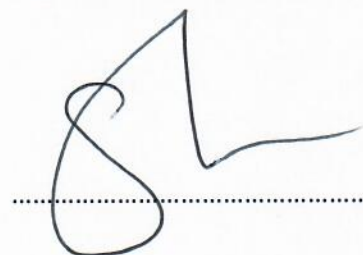
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011.

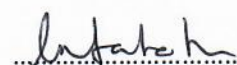
They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

Approved by the trustees on 15 October 2018 and signed on their behalf by:



..... Sharon Mchugh, Trustee



..... Lucy Fairbrother, Trustee



Independent Examiner's report to the trustees of Churches Housing Aid Society

I report on the accounts of the charity for the year ended 31 March 2018 which are set out on pages 13 to 19.

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records, and comply with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities (2015)have not been met; or
- 2 to which, in my opinion, attention should be drawn to enable a proper understanding of the accounts to be reached.



1 November 2018

Rupert Taylor
Easton Business Centre, Felix Road
Bristol BS5 0HE



Churches Housing Aid Society

Statement of Financial Activities

(incorporating Income & Expenditure Account)

Year to 31 March 2018

		Restricted funds 2018	Unrestricted funds 2018	Total funds 2018	Total funds 2017
	Notes	£	£	£	£
Income:					
Donations	[2]	-	2,191	2,191	2,113
Charitable activities	[3]	15,763	73,601	89,364	82,441
Income from other trading activities:					
Fundraising events		-	70	70	5,210
Investments		-	357	357	437
Total Income		15,763	76,219	91,982	90,200
Expenditure:					
Costs of raising funds		-	6,240	6,240	4,734
Charitable activities	[4]	19,521	76,285	95,807	57,648
Total Expenditure		19,521	82,525	102,047	62,381
Net Income / (Expenditure)		(3,758)	(6,307)	(10,065)	27,819
Transfers between funds	[8]	-	-	-	-
Net Movement in Funds		(3,758)	(6,307)	(10,065)	27,819
Total funds brought forward		9,700	72,210	81,910	54,091
Total funds carried forward		5,942	65,903	71,845	81,910



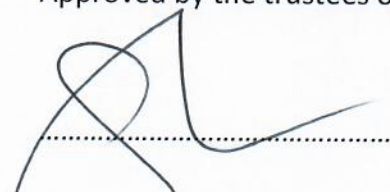
Churches Housing Aid Society

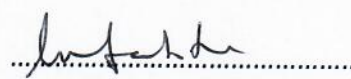
Balance Sheet

As at 31 March 2018

	Notes	2018 £	2017 £
Fixed Assets	[5]	-	-
Current Assets			
Debtors and prepayments	[6]	13,917	966
Cash at bank and on hand		68,669	86,333
		-----	-----
		82,586	87,299
Current Liabilities			
Creditors and accruals	[7]	10,741	5,389
		-----	-----
Net Current Assets		71,845	81,910
		-----	-----
Net Assets		71,845	81,910
The funds of the charity:			
Unrestricted funds:			
General funds	[8]	38,279	38,654
Designated funds	[8]	27,624	33,556
Restricted funds	[8]	5,942	9,700
		-----	-----
		71,845	81,910

Approved by the trustees on 15 October 2018 and signed on their behalf by


.....
Sharon Mchugh
Trustee


.....
Lucy Fairbrother
Trustee



Churches Housing Aid Society

Notes to the Accounts

Year to 31 March 2018

[1] Principal Accounting Policies

The principal accounting policies adopted in the preparation of the financial statements are set out below.

(a) Basis of preparation

The financial statements have been prepared in accordance with the 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), as amended by Update Bulletin 1 issued on 2 February 2016, and the Charities Act 2011. Churches Housing Aid Society 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 note(s).

(b) Preparation of the accounts on a going concern basis

The charity generated a surplus during the year, current funding levels are stable, and sufficient reserves are held to provide for any unexpected drop in funding, as per the charity's Reserves Policy. Therefore the trustees are satisfied that the charity is a going concern on an ongoing basis.

(c) Income

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

Income from 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 of activities is deferred until the criteria for income recognition have been met.

(d) Donated services and facilities

Donated professional services and facilities are recognised as income when the charity has control over the item, conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity is probable and that economic benefit can be measured reliably. There were no such donations during the year in question. In accordance with the Charities SORP (FRS 102), the general volunteer time of trustees and volunteers is not recognised with any monetary value.

(e) 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.

(f) Fund Accounting

[i] Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

[ii] Designated funds are unrestricted funds set aside by the trustees for particular purposes.

[iii] Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

(g) Expenditure

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. As the charity is not registered for VAT, all expenditure is expressed inclusive of VAT which is charged as a cost against the activity for which the expenditure was incurred.

Expenditure is classified under the following activity headings:

[i] Costs of raising funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.

[ii] Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities, and those costs of an indirect nature necessary to support them.

[iii] Other expenditure represents those items not falling into any other heading. There were no such costs during the year in question.



Churches Housing Aid Society

Notes to the Accounts (continued)

Year to 31 March 2018

- (h) Allocation of support costs
Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. These include office costs, finance, personnel, payroll and governance costs which support the charity's charitable activities.
- (i) 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.
- (j) Fixed Assets
Tangible fixed assets are written off over the expected useful life of the asset, at 25% per annum on the reducing balance method. Individual items costing less than £1,000 are not treated as fixed assets.
- (k) Debtors
Trade and other debtors are recognised at the settlement amount due after any trade discount offered.
- (l) 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.
- (m) Creditors
Creditors 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 are normally recognised at their settlement amount after allowing for any trade discounts due.
- (n) Financial instruments
The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

[2]	<u>Income from donations</u>	2018	2017
		£	£
	Donations from churches and charities	1,000	1,766
	Individual donations	592	307
	Corporate donations	500	-
	Gift Aid	99	40
		-----	-----
		2,191	2,113
[3]	<u>Income from charitable activities</u>	2018	2017
		£	£
	Grants from:		
	John James Bristol Foundation	10,000	10,000
	Henry Smith Charity	15,000	15,000
	Van Neste Foundation	10,000	10,000
	St Pauls Advice Centre	15,101	11,441
	Lloyds Enable	10,763	-
	Other charitable trusts	18,500	36,000
	Bristol City Council	10,000	-
		-----	-----
		89,364	82,441

The charity received a government grant of £10,000 during the year (2017 £nil). This is funding from Bristol City Council for the Trailblazer project.



Churches Housing Aid Society

Notes to the Accounts (continued)

Year to 31 March 2018

[4] Analysis of expenditure on charitable activities

	Direct costs	Support costs	Governance	Total	Total
	2018	2018	2018	2018	2017
	£	£	£	£	£
Direct costs:					
Salaries including NI & pension	73,696	8,188	-	81,884	43,539
Rent	-	3,500	-	3,500	2,500
Travel expenses	411	-	-	411	246
Telephone	-	1,170	-	1,170	3,227
Insurance	-	504	-	504	781
IT costs	-	2,030	-	2,030	1,792
Postage, printing & stationery	-	665	-	665	443
Refreshments	-	198	-	198	90
Legal & professional fees	-	3,792	-	3,792	3,200
Training	-	289	-	289	276
Payroll service	-	88	-	88	16
Subscriptions	-	416	-	416	1,056
Venue hire	12	-	-	12	119
Trustees expenses	-	34	-	34	28
Sundry expenses	10	280	-	289	110
Recruitment	300	25	-	325	25
Independent Examiner's fee	-	-	200	200	200
	74,428	21,179	200	95,807	57,648

As all of the charity's activity during the year comprised its work with people with housing-related problems, support costs have not been apportioned between activities.

[5] Tangible Fixed Assets

	Equipment
	£
<u>Cost</u>	
Opening balance	-
Additions during the year	-

	-
<u>Depreciation</u>	
Opening balance	-
Charge for the year	-

	-

Net Book Value at 31/03/18:	-
Net Book Value at 31/03/17:	-

[6] Debtors and prepayments

	2018	2017
	£	£
Debtors	11,287	-
Prepayments	2,630	431
Accrued income	-	535
	-----	-----
	13,917	966



Churches Housing Aid Society

Notes to the Accounts (continued)

Year to 31 March 2018

[7] <u>Creditors</u>	2018		2017		
Amounts due within 12 months:	£		£		
Trade creditors	3,850		2,016		
Tax & National Insurance	1,734		910		
Pension liability	2,564		7		
Accruals	2,593		2,455		
	<u>10,741</u>		<u>5,389</u>		
[8] <u>Movements in funds</u>	Balance at			Transfers	Balance at
	31/03/17	Income	Expenditure	between	31/03/18
	£	£	£	funds	£
<u>Restricted Funds:</u>					
Lloyds Enable fund	-	10,763	(6,333)	-	4,430
SW Legal Support Trust	4,700	-	(4,700)	-	-
St Stephen & St James Trust	-	5,000	(3,488)	-	1,512
The Singer Foundation	5,000	-	(5,000)	-	-
	<u>9,700</u>	<u>15,763</u>	<u>(19,521)</u>	<u>-</u>	<u>5,942</u>
<u>Unrestricted Funds:</u>					
<u>Designated Funds:</u>					
Redundancy provision	17,556	-	-	(3,932)	13,624
Closing costs provision	2,000	-	-	(2,000)	-
Allen Lane Foundation	4,000	4,000	(4,000)	-	4,000
Van Neste Foundation	10,000	10,000	(10,000)	-	10,000
Total Designated Funds	<u>33,556</u>	<u>14,000</u>	<u>(14,000)</u>	<u>(5,932)</u>	<u>27,624</u>
General Funds	38,654	62,219	(68,525)	5,932	38,279
Total Unrestricted Funds	<u>72,210</u>	<u>76,219</u>	<u>(82,525)</u>	<u>-</u>	<u>65,903</u>
Total Funds	<u>81,910</u>	<u>91,982</u>	<u>(102,047)</u>	<u>-</u>	<u>71,845</u>

Restricted Funds:

The Lloyds Enable fund is to review and improve the monitoring, reporting and evaluation systems of the charity.

The St Stephens & St James Charity Trust, the SW Legal Support Trust and the Singer Foundation contribute to funding a second housing advice worker.

Designated Funds

The Allen Lane Foundation and Van Neste Foundation grants were raised to support the core costs of service delivery during the following year.

The Redundancy Provision is to provide for redundancies in the event of closure, taking into account staff length of service.

The Closing Costs Provision is no longer designated, but contained within General Funds.



Churches Housing Aid Society

Notes to the Accounts (continued)

Year to 31 March 2018

[9] Payments to trustees and related party transactions

No trustees received remuneration during the year (2017 nil).

One trustee received payments totalling £34 during the year (2017 £28 to one trustee).

These were reimbursements of postage incurred on behalf of the charity during the fulfilment of its charitable objects.

There were no other related party transactions during the year.

[10] <u>Staff costs</u>	2018	2017
	£	£
Gross salaries	72,852	39,814
Employer's National Insurance	2,735	115
Employer pension contributions	6,297	3,610
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	81,884	43,539

The average number of staff employed during the year was 3.8 (2017 2.6) and the average full time equivalent number of posts was 2.7 (2017 1.5). No employee earned over £60,000 per annum during the year.

The key management personnel of the charity comprise the trustees and the full time Advice Service Manager.

The total employee benefits paid to the key management personnel during the year was £35,310 (2017 £32,715).

