

REGISTERED COMPANY NUMBER: 03647391 (England and Wales)
REGISTERED CHARITY NUMBER: 1073822



Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31 March 2022
for
FIRST STOP DARLINGTON

Mitchell Gordon LLP
Accountants and
Statutory Auditors

Tel: 01325 368000

43 Coniscliffe Road, Darlington, Co. Durham DL3 7EH

FIRST STOP DARLINGTON

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for the Year Ended 31 March 2022

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FIRST STOP DARLINGTON

Trustees' Annual report for the year ended 31 March 2022

The Trustees present their report and the unaudited financial statements of the charity for the year ended 31st March 2022. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity. The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's governing document, the Charities Act 2011 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 published on 16 July 2014 (as amended by Update Bulletin 1 published on 2 February 2016).

The trustees are directors of the Company for the purposes of the Companies Act 2006.

Reference and Administration Information

Charity Name:	First Stop Darlington
Charity Registration number:	1073822
Company registration number:	3647391
Registered office and operational address:	32 Houndgate, Darlington, DL1 5RH
Governing document:	Memorandum and Articles of Association dated 21 September 1998 and amended by special resolution(s) dated 20/10/2011 and amended further by special resolution(s) dated 9 th February 2021

Board of Trustees

John Kilgour	(Chair)
Maire Kennan	
Alan Coultas	
James Fenny	
Bernadette Chapman	
Debra Irving	
Chris Gill	Retired 6 th August 2021
Wendy Collins	Retired 2 nd August 2021

Company Secretary

Vacancy

Independent Examiner

Mitchell Gordon LLP
43 Coniscliffe Rd
Darlington
DL3 7EH

Solicitors

Close Thornton
2 Duke Street
Darlington
DL3 7AB

Bankers

Unity Trust Bank plc, Nine Brindley Place, Birmingham, B1 2HB



TRUSTEES' REPORT

MARCH 2022

32 Houndgate, Darlington, DL1 1PD

Tel: 01325 254463 Registered Charity Number 1073822

Company Limited by Guarantee 3647391

FIRST STOP DARLINGTON

Trustees' Annual report for the year ended 31 March 2022

Who are we?

First Stop Darlington (FSD) is a charity in Darlington, which was set up to help people who are at risk of becoming homeless, and is an open door organisation which supports anyone who is vulnerable through poverty, or struggling with mental health and other issues that impede their access to benefits and other support systems.

Nobody is turned away; it is literally a person's first stop to getting help in a time of crisis.

The charity was founded in 1999 to support people 'in need and distress within Darlington'. Unfortunately, that need is still there, and since living through Covid19 pandemic and the resulting economic demands we are now living in a world where severe poverty is part of many people's lives. We have adapted our services to help meet these demands, increasing support to families and all on low income. We continue to find ways to adapt ensuring we provide a high quality service to as many people who need us as possible.

FSD is situated in Houndgate, in Darlington's Town Centre, where we operate a centre with an appointment service, with crisis access available every day on the ground floor and have offices and a training/activity room/meeting room on the first floor. There are laundry facilities and a kitchen for the use of clients. We offer an in-depth advice service with the use of phones and laptops so that clients can be supported to solve their problems and increase their access to benefits, housing, mental health support, employment support and other services.

Since we began in July 1999, we have worked with over 9450 vulnerable people to help them work on their issues and move forwards towards an independent life. We have provided, in total, a range of support services to over 11,800 people over the years, with the addition of various outreach events.

How are we constituted?

First Stop Darlington is a company limited by guarantee, No 3647391, governed by its Articles and Memorandum of Association. It is registered charity No 1073822 with a core membership of 12 people.

The directors of FSD are the Board of Trustees and are elected by the membership. In 2021-2022, the board had 6 members serving on the Board, none of whom are related to each other.

The Board has an appointed Chair with a vacant Vice Chair position at present. The Articles of Association require that one third of the directors/ trustees retire each year by rotation; retiring trustees are eligible for re-election.

Currently we do not have a treasurer; instead the trustees all undergo training in the field of financial management of charities and are jointly carrying out the responsibilities of treasurer. We continue to seek to fulfil this post in the mid-term.

The role of the trustees is to further the objectives of FSD through taking part in formulating and regularly reviewing strategic aims, ensuring that policy and practice are in keeping with its aims and that FSD functions within the legal and financial requirements of a charitable company and strives to achieve best practice.

There were 7 Board meetings during the year, 5 held virtually to ensure the trustees upheld all Covid-19 Guidance. During the year, risk management, HR and Financial meetings were also held, all feeding into the full Board meetings.

The board regularly considered the Risk Register, which identifies risk factors and their impact on the charity. Measuring risk factors and identifying actions to mitigate those risks informs the development of the board's strategy. The charity holds a staff and Board strategy review meeting every year in addition to other meetings.

to consider any gaps in service, changes to need etc., ensuring we remain in tune with our beneficiaries. The team preps for these meetings with various clients, making sure we represent their voices within the process.

Trustees act in a voluntary capacity and did not receive any remuneration or reimbursement of expenses. The Trustees have considerable interaction with the paid team and take a keen interest in the workings of the charity to help their understanding of the needs of the beneficiaries.

FSD employs a CEO whose responsibility is the general management of all FSD projects, management of staff and volunteers, building management and leading the team in procuring funding. The CEO attends Board meetings and reports to The Board on finance and operational matters.

The CEO is Tracy Freeman and there are 5 other members of staff.

Grant giving funding bodies are our main source of income, supplemented by fund raising efforts by Friends of FSD, and personal donations. This year we have begun to bring fundraising events back into the calendar since Covid rules have been relaxed to their lowest level since Covid emerged.

Our thanks for 2021-22 funding go to Lloyds Bank Foundation, Ballinger Trust, Garfield Weston Trust, Watson Hope Foundation, County Durham Community Foundation, Joy Welsh Trust and NHS TEWV MH Trust whose grants over the year have made the work of FSD possible.

FSD has a Social Enterprise, Bike Stop Darlington (BSD), set up in 2012 providing training, volunteering opportunities and work experience for the clients of FSD and other vulnerable people within the Borough of Darlington, especially those furthest from the job market. Our CEO provides overall direction and strategic support. BSD is managed by its own board, and produces its own accounts. These are available on request.

Our aims and how we work

First Stop Darlington provides a Wellbeing and Work Hub in the town centre of Darlington and houses a range of practical, free facilities and activities designed to help people navigate from poverty and all its trappings, through to employment with decent wages that helps lift people out of poverty and achieving long lost goals.

The aims of the organisation are:

- To ensure that confidential, impartial information, advice and support is provided in ways that empower local people to make informed decisions about their life choices and in a way that is sensitive to their needs.
- To support local people to help themselves move forward out of life's difficulties and onwards towards independence.
- To promote positive mental health among service users, including Mindset and Mindfulness work.
- To provide activities around prevention of poor mental health, addiction behaviours and to promote a healthy sense of well-being and increased self-worth.
- To provide IAG services regarding benefit claims, benefit issues, money issues, expenditure, poverty, housing issues, relationships, access to services etc.
- To provide one to one support while people are working through their issues, sharing problem solving skills and increasing self-esteem and self-confidence to make behavioural changes in their lives.
- Support people to broaden their CV, increase skills through volunteering and courses, improving their job opportunities.
- To work in partnership with other likeminded organisations to deliver wrap around services.
- To highlight the problem of poverty and its associated issues.
- To provide accurate statistical information on poverty issues to inform service planning and delivery.

The Centre is open to the public every weekday to provide impartial confidential information, advice, guidance, support, and onward referral to our clients.

- of which were Mental Health related,
- 89 people needed support from our pre-employment service.

The biggest age group was that of working age people, with 88% of people on benefits, 7% were working when they registered with us and 5% achieved jobs through our assistance.

Outcomes

As a result of the direct support that our clients received from the team 1336 issues were resolved and our clients have achieved many things, especially in their improvement of stress and anxiety and in their ability to demonstrate increased resilience and earlier detection of when things need to be addressed. Our clients achieved growth and significant impact over 644 outcomes, some of which are highlighted below:

- Help to clear debt through easy to pay and clear budgets.
- Secure a home
- Prevent evictions
- Gain greater understanding and skills towards improving their future life options
- Significantly increase their self-confidence and self-worth.
- Become employment ready
- Access housing, council tax and other appropriate benefits relating to their situation.
- Increased their understanding and ability to manage their contract with the Benefit Agency
- Learned new techniques to lessen the impact that anxiety and stress causes in their lives.

Specific support provided by the team has included

- Help with money problems and help to set up initial payment plans. Referral to CAB or Credit Union for specialist support where needed.
- Help to access crisis payments and also Social Fund payments from CAB
- Support to appeal against decisions regarding their right to sickness benefits
- Support to access the benefit system for new applications
- Support to keep benefits in place regarding accessing their journal and carrying out tasks set by DWP
- Help to find accommodation with no funds for a bond.
- Worked closely with the Housing Department of the Local Authority to assist in placements of vulnerable people.
- Support to reduce their anxiety and stress responses to difficult situations and life events.
- Mindfulness tools to use in everyday life that manages anxiety/stress and to improve wellbeing.
- Help to source ID for job applications and housing applications.
- Provide a quiet space and equipment to attend interviews over Zoom.
- Support to understand the job market and how to engage in meaningful job searching
- Support to write relevant C.V.'s
- Secure employment for those closer to the jobs market
- Support for initial engagement with Employment agencies

A Case Study:

Male, 23

Summary of presenting issues and clients background

Client initially accessed our service due to being issued with a section 21 eviction notice from his rented property. Client had lost his job and got into rent arrears.

Intervention

We completed a holistic assessment to ensure we understood the various issues for this client and to agree a course of action that was in his best interests and that the client was comfortable with.

We completed a Darlington Borough Council, housing application and have supported him to bid on

There are four Project Support Staff, 1 Administrative officer and the CEO. The CEO works directly with clients during holidays and staff illness, ensuring there is full cover for our services.

Who do we help?

We have an Instant Access policy and offer appointments with support staff on the same day of presentation or within 24 hours, should they present at time of closure. This is a crucial part of the relationship that we build with people, if they are brave enough to reach out for help, then we must be attentive enough to begin helping as fast as we can.

We support vulnerable people and families who are experiencing severe poverty.

Issues such as housing or benefit problems initially presented by clients but they may frequently hide other issues such as debt, hunger, poor hygiene, anxiety & stress and often relationship troubles. Our support workers use various tools in their work, such as Trauma Informed Care approach and Mindfulness and are skilled in taking a holistic approach with clients to help them feel at ease and gain the confidence needed to discuss difficult issues.

Our clients are often

- cash poor
- struggling to manage on their low income
- experiencing anxiety, stress and other related mental health issues
- under threat of eviction due to arrears or no accommodation of their own
- sofa surfing and/or swapping between houses throughout each week and have no permanent address
- have poor prospects of obtaining paid employment
- unable to escape out of poor living conditions without financial and legal support.

Our clients may have experienced at least 3 of the following:

at risk of homelessness; low income and/or zero hour contracts; fuel poverty; hunger; socially excluded; poverty; debt; unemployment; mental ill health; mental illness; low self-esteem; lack self-confidence; low or no self-worth; addiction/s; offending behaviour; young offenders; anti-social behaviour; teen parents; leaving care young adults; eviction from family home; domestic abuse victims; domestic violence perpetrators; relationship breakdown; self-harm; violent behaviour; sex offenders; child abuse; sexual abuse; survival sex; bereavement; removal of child/children from family home; coping with removal of baby/babies at birth.

Our services were available in the following formats:

- Pre-booked appointments between 9.30am – 12.30pm – (minimum 6 appointments per day)
- Daily accessed appointments between 1.30pm – 4.30pm – (minimum 6 appointments per day)
- Coffee and 'catch up' sessions for those accessing our mental health support worker
- Weekly Gardening Club
- Outreach sessions for appointments in the community x 2 sessions per week. (9 appointments)

Outputs

In 2021 – 2022 we were privileged to work and support people with the following:

- 231 clients asked for our help during the pandemic. 75% of our clients identified as male, 24% as female and 1% as bi-gender. Our biggest age bracket was working age people with only 8 people at retirement age.
- 152 people came to us seeking help with benefit and monetary issues
- 43 people were homeless, identifying as sofa surfing, no fixed abode or rough sleeping.
- 69 people were supported to secure their housing and prevent an eviction
- 87 people saw improvement in their health issues that were impacting their ability to move on. 88%

properties. We also set him a budget plan to manage his finances and clear some of the debt he had obtained. We supported the client to complete a CV and support him to look for and apply for jobs. We supported the client to write a letter to a private landlord, explaining the difficulties he had got himself into with arrears in his current property and how he had managed to clear these over a period of time, in the hope that he will accept the client as a tenant.

Outcomes

- Client successfully obtained a new job, which improved his financial situation.
- He also managed to stick to the budget plan we did and clear all rent arrears he had built up.
- Made a positive move on to another private rented property.
- We supported the client to have a month's rent repaid as he had actually overpaid by the time he left the previous property and landlord was not going to return this credit.
- Completed a change of address for his council tax and ensured he was in receipt of the reduction for single occupancy.

We continue to support this client with smaller tasks when he feels he needs support but he is doing well and his self-confidence has improved immensely along with his understanding and skill set regarding personal finances, budgets and tenancy legislation.

Male 42

Summary of presenting issues and clients background

Client initially accessed the service as he needed to upload his tenancy agreement to his new Universal credit claim. It became evident that his partner would also need to do the same and that their claims needed to be joined up.

They were currently living in a private rented accommodation, the accommodation was in very serious disrepair, resulting in them not being able to use the upstairs rooms and were sleeping in the living room with their three children, one of which was new-born.

Client was also struggling with his mental health due to an older child from a previous relationship committing suicide whilst in prison.

Intervention

Discussion held with client and his partner about sourcing more suitable housing due to living in poor conditions. They agreed to complete a Compass application, also contacted private sector tenancy about their current living conditions. Private sector tenancy worked with the client and his partner to assess their current home and made contact with their landlord to make improvements to the property. We supported them to provide the relevant documentation to support their Compass application but also supported them to gather more evidence from GP, health visitor and private sector tenancy to try and secure a higher band on Compass to make them more of a priority for housing due to the seriousness of the damp and disrepair of their current property. Discussions were also had around client's current mental health and options available to him.

Outcomes

Over the course of 8 visits we achieved the following:

- Current tenancy agreement was uploaded to their Universal credit claim to ensure they were getting the housing payment.
- Advised client to go on the sick due to his current mental health, he was then granted limited capability which maximised their benefits by approx. £150 a month.
- Private sector housing working alongside client and partner to ensure the landlord makes the necessary improvements to their current property to ensure it is safe.
- Secured band 1 on Compass housing, meaning they are a priority for housing.
- We purchased a birth certificate for their new-born as this was needed as evidence towards their Compass application and they could not afford this at the time.
- Supported client's partner to bid on properties on a weekly basis.
- Gave information to enable them to access food banks and a baby bank, as well as information about The Bread and Butter Thing service.

- Referred family to receive support from a family befriending scheme who will help provide monetary support when they move property as well as practical help to move.
- Sourced and funded counselling for client in regards to the death of his son, these sessions are currently ongoing. The inquest into the death of his son has been delayed, we will continue to offer any support needed.

How many people have we been able to support?

Benefits

105 clients so far have needed support in sorting out benefit issues with 21 new claimants, 49 stabilised their benefit income and 62 overall improved their financial situation. All reported an increase in their understanding of their claim and their responsibilities to keep the claim in place.

A further 47 people needed support with debt and poverty issues, each were supported to improve their access to essential food and help with utility bills. Budgeting skills were increased, priority payments were established and we continue to work with these clients towards employment or improved employment options.

Housing

111 people so far have needed support with 242 housing issues. Of the people who sought help, 26 private rented clients are now understand their tenancy rules and are no longer in trouble with their landlord and 35 people have improved their housing status, moving from temporary or emergency accommodation into their own accommodation. 41 people received advice and guidance on their rights and guidance to resolve their issues, including difficulty with neighbours, noise abatement, hoarding and environmental issues.

Mental Health

87 people have presented for support with their health issues with mental health impacting 77 of those people. They were supported to reduce their stress and anxiety; this was done through a range of tools and 1-1 support and encouragement.

Pre-Employment

89 clients have used our facilities to search for employment so far this year. Of those clients we supported 51 to increase their IT skills, moving them closer to meeting work requirements. 38 reported an increase in their motivation and aspirations towards employment, all were supported to access employment agencies. 12 clients who have significant barriers, improved their communication skills. We also facilitated 10 interviews in our centre, with 5 gaining new employment from this.

Who do we work alongside?

It is important to acknowledge the work that is undertaken in Darlington by a range of charities who all help to support our work with vulnerable people and provide fantastic services themselves. First Stop works well in partnership, and has links with the following agencies:

- | | | |
|-------------------|------------------------------|---------------------------|
| • Bike Stop | • Morrison Trust | • 700 Club |
| • Citizens Advice | • DBC Housing Department | • Darlington Credit Union |
| • TV & D YMCA | • DWP | • Human Kind |
| • Darlington Mind | • Darlington Refuge | • Groundwork |
| • Sunday Stop | • Grange Road Baptist Church | • Kings Church |
| • We Are With You | • Food Banks | |

Outreach in the Community

We are pleased to be back in our communities, building up sessions again after the long gap for Covid restrictions. We currently provide sessions in Firthmoor Community Centre and St Mary's Food Bank, we will be increasing venues as we move through the year.

How do we assess outcomes and impacts?

We use regular monitoring of individual cases and interact with our clients about how successful their outcomes have been. Outreach clinics are monitored in how many clients take up our services if their first contact is made after a formal contact at an outreach clinic, but again a lot of the contact is, by nature, informal for some time until the individual is ready to trust and feel comfortable.

The Board continues to investigate ways of assessing the effectiveness of our methods of delivery and cooperate with the CEO in exploring ways of developing the services offered. All our grant work is collated through our Inform Database and is reported to each funder on the successes and the difficulties that people face in their lives.

Case studies illustrate how complicated the measure of success can be when considering the multiplicity of problems with which our clients present. Clients are required to provide support workers with feedback, at the level at which they feel comfortable and this can be used as an indicator of how the client feels about the support he or she has been offered.

We also value the feedback we receive from our funders, analysis of which helps us improve our offers of support, improve our bid writing skills and ensure we are giving our funders what they need to develop their interaction with the charity and the support they provide.

Staffing Support and Appraisal

Staff are offered regular support and an open-door policy by the CEO; they have opportunities to talk about their work and progress both formally and informally and to also have input and ideas into the running of our services and how they develop. FSD is fortunate to have had minimal staffing restructures for downsizing purposes and we are blessed with a staff team who have been a crucial part of our charity for some years. We do enjoy the energy that new people bring and have welcomed another team member this year to train in the role of Mental Health Support Worker. We have all benefited from having a younger member in our team. At the end of this financial year the Trustees identified a need to research and adopt a salary pay scale. This is to support the further development of staff as they increase their skills and involvement in leading and supervising new areas of work.

First Stop Thanks

Trustees

We said goodbye to 2 wonderful Trustees as they moved on to other opportunities in their busy lives. Chris Gill had served for a number of years providing a steady hand and a wealth of knowledge in Risk Management, Partnership Development, Political understanding and funding

Staff

The trustees of First Stop wish to pay tribute to the dedication and hard work of all members of staff and volunteers who ensured those who need our services and help were able to access support throughout the year. They worked with dedication, professionalism, compassion and their wonderful sense of humour, putting everyone at ease as they worked.

A big welcome to **Jessica Wells** who joined us in January as our Mental Health Support Worker, ready to set up our new services with The National Lottery Funding In April 2022. She just jumped in and got on with everything, she is a great addition to our team and we are already gaining as a team through the skills and experience she brings with her.

Bike Stop Darlington – 2022 report

The Social Enterprise owned by First Stop Darlington is now approaching its 10th birthday.

Bike Stop Darlington is an active cycling hub whose main activities are to sell bikes and accessories from a town centre shop, provide cycle related training and to promote the health and environmental benefits of cycling. Whilst it was created primarily as a platform for training and work experience BSD provides meaning, support and training to transform lives. It also creates a whole range of other social, environmental and economic outcomes.

Since 2012 BSD has become very well established; generating significant outcomes and becoming a firm part of Darlington Town Centre. The building blocks are now in place for BSD to achieve growth and development in order to secure its long-term financial sustainability, contribute more to support the excellent work of First Stop Darlington and ultimately create substantially more positive impact.

The aftermath of Covid-19 continued to impact on our ability to host work placements over the last year but this is changing and thanks to Badur Foundation we will soon be taking on a new apprentice.

We have also found other ways to support people who need it in our local community this year, including:

Support for those suffering significant mental illness – supporting 42 people at a local psychiatric hospital to engage in healthy activity through supported bike rides.

Promoting wellbeing through guided walks – supporting over 500 people to get out of the house and into the fresh air and mix with people again.

Increasing mental wellbeing through a 'men's shed' group – offering 72 people the chance to meet up and work on bikes together - sharing skills and meeting new people.

Fixing bikes for those who most need it – helping 15 people who need their bikes to get to work, and are on low pay, to keep their bikes on roadworthy and maintained.

Supporting everyone to afford a bike – through the sale of reasonably priced new and recycled bikes, as well as supporting 35 people with interest free finance to purchase a bike in three instalments.

We remained open to support the local community throughout the entire time of Covid restrictions providing accessibility in 2021/22 to our:

- Service & Repair centre [repaired 705 bikes]
- Recycled Bikes [recycled 245 bikes]
- Recycled Bikes [sold 172 bikes]
- New Bikes [sold 89 bikes]
- Maps and Cycling/Walking information and advice

As BSD's approach its 10th anniversary it is clear that the successes and longevity are not possible without Tracy Freeman, Rob Archer (Shop Manager) and all the other amazing staff members, volunteers, Board members, funders and other supporters who have helped during this time.

It is also clear that the coming 12 months will not be without challenges, including the loss of a key contract for the organisation, the cost of living crisis and ongoing supply chain issues in the cycling world.

Bike Stop Thanks

Staff

This year we said goodbye to Duncan as he retired after more than 9 years as our Head Mechanic. Duncan was here at the start and was instrumental in helping Tracy Freeman set up the shop and plan our first years of operation. We wish him well in his retirement in whatever he decides to do and wherever he may wander.

Financial review

a. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

b. Reserves policy

The Trustees have examined the charity's requirements for reserves in light of the main risks to the organisation. It has established a policy that the Charity's unrestricted funds, not committed or invested in tangible fixed assets and that are cash-backed, should be adequate to cover foreseeable shortfalls in income for a sufficient period to enable the Trustees to take corrective action. At 31 March 2022, the Trustees have calculated this level to be £130,000 in light of the increased level of project expenditure planned in 2022/23. The management committee will continue to keep this policy, and the reserves level under review. At 31 March 2022 the actual level of free reserves is £80,000 (2021: £95,156).

c. Financial review

The Statement of Financial Activities on page 12 and the Balance Sheet on page 13 show a healthy financial position, the main features of which are:

Unrestricted reserves of £255,010 including the building, restricted reserves as at 31 March 2022 are nil.

Independent Examiner's Report to the Trustees of
First Stop Darlington

Independent examiner's report to the trustees of First Stop Darlington ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

Responsibilities and basis of report

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

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



L Harris
BSc (Hons), FCCA
Mitchell Gordon LLP
43 Coniscliffe Road
Darlington
Co. Durham
DL3 7EH

5 September 2022

FIRST STOP DARLINGTON

Statement of Financial Activities for the Year Ended 31 March 2022

	Notes	Unrestricted fund £	Restricted fund £	31/3/22 Total funds £	31/3/21 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		7,072	-	7,072	10,606
Charitable activities					
Big Lottery		-	-	-	99,993
Ballinger Trust		-	-	-	20,000
Amazon		2,279	-	2,279	-
Barratt Charity Foundation		1,000	-	1,000	-
County Durham Community Fund		-	-	-	2,865
Darlington Borough Council		-	-	-	10,000
Garfield Weston Foundation		-	-	-	25,000
The Henry Smith Charity		-	-	-	7,000
Homeless Link		-	-	-	21,505
Lloyds Bank Foundation		-	32,220	32,220	25,211
Joy Welch fund		5,000	-	5,000	-
TEWV Resilience fund		-	5,773	5,773	-
Watson Hope fund		-	6,666	6,666	-
Other trading activities	3	18,893	-	18,893	17,025
Investment income	4	124	-	124	379
Total		34,368	44,659	79,027	239,584
EXPENDITURE ON					
Raising funds		135	-	135	80
Charitable activities					
Big Lottery		-	27,448	27,448	81,026
Ballinger Trust		-	20,000	20,000	-
Amazon		2,279	-	2,279	-
County Durham Community Fund		-	-	-	2,865
Garfield Weston Foundation		-	11,374	11,374	13,626
The Henry Smith Charity		-	-	-	6,898
Homeless Link		-	-	-	22,175
Lloyds Bank Foundation		-	37,959	37,959	25,211
General activities		32,953	-	32,953	17,108
Joy Welch fund		5,000	-	5,000	-
TEWV Resilience fund		-	5,773	5,773	-
Watson Hope fund		-	6,666	6,666	-
Total		40,367	109,220	149,587	168,989
NET INCOME/(EXPENDITURE)		(5,999)	(64,561)	(70,560)	70,595
RECONCILIATION OF FUNDS					
Total funds brought forward		261,009	64,561	325,570	254,975

The notes form part of these financial statements

FIRST STOP DARLINGTON

Statement of Financial Activities
for the Year Ended 31 March 2022

	Notes	Unrestricted fund £	Restricted fund £	31/3/22 Total funds £	31/3/21 Total funds £
TOTAL FUNDS CARRIED FORWARD		<u>255,010</u>	<u>-</u>	<u>255,010</u>	<u>325,570</u>

The notes form part of these financial statements

FIRST STOP DARLINGTON

Balance Sheet 31 March 2022

	Notes	Unrestricted fund £	Restricted fund £	31/3/22 Total funds £	31/3/21 Total funds £
FIXED ASSETS					
Tangible assets	9	166,916	-	166,916	165,852
Investments	10	<u>1</u>	<u>-</u>	<u>1</u>	<u>1</u>
		166,917	-	166,917	165,853
CURRENT ASSETS					
Debtors	11	2,266	-	2,266	6,605
Cash at bank and in hand		<u>180,594</u>	<u>16,001</u>	<u>196,595</u>	<u>260,834</u>
		182,860	16,001	198,861	267,439
CREDITORS					
Amounts falling due within one year	12	(21,257)	(16,001)	(37,258)	(29,804)
		<u>161,603</u>	<u>-</u>	<u>161,603</u>	<u>237,635</u>
NET CURRENT ASSETS					
		328,520	-	328,520	403,488
TOTAL ASSETS LESS CURRENT LIABILITIES					
CREDITORS					
Amounts falling due after more than one year	13	(73,510)	-	(73,510)	(77,918)
		<u>255,010</u>	<u>-</u>	<u>255,010</u>	<u>325,570</u>
NET ASSETS					
FUNDS	16				
Unrestricted funds				255,010	261,009
Restricted funds				<u>-</u>	<u>64,561</u>
TOTAL FUNDS				<u>255,010</u>	<u>325,570</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each 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 charitable company.

The notes form part of these financial statements

FIRST STOP DARLINGTON

Balance Sheet - continued

31 March 2022

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

The financial statements were approved by the Board of Trustees and authorised for issue on 5 September 2022 and were signed on its behalf by:

John Kilgou
Trustee

The notes form part of these financial statements

FIRST STOP DARLINGTON

Notes to the Financial Statements **for the Year Ended 31 March 2022**

1. STATEMENT OF FUNDS

Unrestricted Funds:

General - The free funds of the charity which are available for the general work of the charity at the discretion of the Trustees.

Restricted Funds:

These funds relate to grants and donations received for specific purposes as follows:

Lloyds Bank Foundation - A 3 year fund secured from April 2019 £84,561 divided across 3 years. The funding is to move First Stop and Bike Stop forward strategically to ensure we can provide further services and future proof the organisation for some time to come.

The Ballinger Charitable Trust - Originally a 3 year grant to support core work of the charity, providing practical financial support to enable the charity to further their work with vulnerable people experiencing poverty, disadvantage in opportunities and limited life chances. Year 3 was agreed with the funder to delay until April 2021 (£20,000).

The National Lottery Fund - Reaching Communities Fund - A 3 year grant to provide support and guidance to local people who have a range of issues and barriers that are preventing them from moving forward in their lives. Particularly supporting people to prevent evictions, reducing homelessness, reducing poverty, increasing and improving people's confidence, self-esteem and self-worth, reducing stress and anxiety brought on by their issues and improving peoples aspirations and life goals. Year 3 (£109,083) is secured until end Feb 2021, however, due to Covid lockdowns and reduced staff hours an underspend was created, the funder agreed to carry forward the service until the end of June 2021.

Garfield Weston - 1 year core funding to support the charity to support those who are homeless, at risk of homelessness and those who are marginalised in our community. (July 2020 - June 2021 £25,000).

Watson Hope Foundation - This is a new foundation that kindly donated £20,000 per year for 3 years (2021-2024) The grant is for core funding and given due to the work and dedication of the charity in supporting people out of their worst circumstances, with opportunities, a gain of confidence and self-belief.

Tees Esk & Wear Valley NHS Trust - 10 month funding to deliver some activities to support people experiencing anxiety and stress related to Covid-19 or worsened by Covid lockdowns. Working in community settings and our own centre to support people to gain understanding and control over what is happening to them and how to overcome and manage anxiety and panic attacks.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Change in accounting policy

During the year the company has adopted a policy of deferring income when it can be matched against specific expenditure in future periods.

Excess surplus last year was a result of income recognised where related expenditure has been included this year.

FIRST STOP DARLINGTON

Notes to the Financial Statements - continued **for the Year Ended 31 March 2022**

2. ACCOUNTING POLICIES - continued

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property	- not provided
Plant and machinery	- 33% on cost
Fixtures and fittings	- 33% on cost and 20% on cost
Computer equipment	- 33% on cost

The property held is maintained regularly throughout the year and for this reason the trustees do not believe it is appropriate to depreciate the property.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

3. OTHER TRADING ACTIVITIES

	31/3/22	31/3/21
	£	£
Fundraising events	7,920	1,629
Management charges income	9,750	9,500
Covid job retention scheme	<u>1,223</u>	<u>5,896</u>
	<u>18,893</u>	<u>17,025</u>

4. INVESTMENT INCOME

	31/3/22	31/3/21
	£	£
Deposit account interest	<u>124</u>	<u>379</u>

FIRST STOP DARLINGTON

Notes to the Financial Statements - continued **for the Year Ended 31 March 2022**

5. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31/3/22	31/3/21
	£	£
Depreciation - owned assets	<u>759</u>	<u>1,813</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

During the year, no Trustees received any remuneration or other benefits (2021 - £nil).

Trustees' expenses

During the year, no Trustee expenses were incurred (2021 - £nil).

7. STAFF COSTS

The average monthly number of employees during the year was as follows:

	31/3/22	31/3/21
	<u>6</u>	<u>6</u>
Charitable services		

No employees received emoluments in excess of £60,000.

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	10,606	-	10,606
Charitable activities			
Big Lottery	-	99,993	99,993
Ballinger Trust	-	20,000	20,000
County Durham Community Fund	-	2,865	2,865
Darlington Borough Council	10,000	-	10,000
Garfield Weston Foundation	-	25,000	25,000
The Henry Smith Charity	-	7,000	7,000
Homeless Link	-	21,505	21,505
Lloyds Bank Foundation	-	25,211	25,211
Other trading activities	17,025	-	17,025
Investment income	<u>379</u>	<u>-</u>	<u>379</u>
Total	38,010	201,574	239,584
EXPENDITURE ON			
Raising funds	80	-	80
Charitable activities			
Big Lottery	-	81,026	81,026
County Durham Community Fund	-	2,865	2,865
Garfield Weston Foundation	-	13,626	13,626
The Henry Smith Charity	-	6,898	6,898
Homeless Link	-	22,175	22,175

FIRST STOP DARLINGTON

Notes to the Financial Statements - continued **for the Year Ended 31 March 2022**

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted fund £	Total funds £
Lloyds Bank Foundation	-	25,211	25,211
General activities	17,108	-	17,108
	<hr/>	<hr/>	<hr/>
Total	17,188	151,801	168,989
	<hr/>	<hr/>	<hr/>
NET INCOME	20,822	49,773	70,595
Transfers between funds	(568)	568	-
Net movement in funds	20,254	50,341	70,595
RECONCILIATION OF FUNDS			
Total funds brought forward	240,755	14,220	254,975
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS CARRIED FORWARD	<u>261,009</u>	<u>64,561</u>	<u>325,570</u>

9. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1 April 2021	165,000	9,235	12,740	186,975
Additions	-	1,028	795	1,823
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2022	<u>165,000</u>	<u>10,263</u>	<u>13,535</u>	<u>188,798</u>
DEPRECIATION				
At 1 April 2021	-	9,083	12,040	21,123
Charge for year	-	191	568	759
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2022	<u>-</u>	<u>9,274</u>	<u>12,608</u>	<u>21,882</u>
NET BOOK VALUE				
At 31 March 2022	<u>165,000</u>	<u>989</u>	<u>927</u>	<u>166,916</u>
At 31 March 2021	<u>165,000</u>	<u>152</u>	<u>700</u>	<u>165,852</u>

FIRST STOP DARLINGTON

Notes to the Financial Statements - continued **for the Year Ended 31 March 2022**

16. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1/4/20 £	Net movement in funds £	Transfers between funds £	At 31/3/21 £
Unrestricted funds				
General fund	240,755	20,822	(568)	261,009
Restricted funds				
Restricted	14,220	49,773	568	64,561
TOTAL FUNDS	<u>254,975</u>	<u>70,595</u>	<u>-</u>	<u>325,570</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	38,010	(17,188)	20,822
Restricted funds			
Restricted	201,574	(151,801)	49,773
TOTAL FUNDS	<u>239,584</u>	<u>(168,989)</u>	<u>70,595</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/4/20 £	Net movement in funds £	Transfers between funds £	At 31/3/22 £
Unrestricted funds				
General fund	240,755	14,823	(568)	255,010
Restricted funds				
Restricted	14,220	(14,788)	568	-
TOTAL FUNDS	<u>254,975</u>	<u>35</u>	<u>-</u>	<u>255,010</u>

FIRST STOP DARLINGTON

Notes to the Financial Statements - continued **for the Year Ended 31 March 2022**

16. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	72,378	(57,555)	14,823
Restricted funds			
Restricted	246,233	(261,021)	(14,788)
TOTAL FUNDS	<u>318,611</u>	<u>(318,576)</u>	<u>35</u>

17. RELATED PARTY DISCLOSURES

Owing to the nature of the Charity's operations and the composition of the Board of Trustees being drawn from local public and private sector organisations, transactions may take place with organisations in which the Charity has an interest. All transactions involving such organisations are conducted at arm's length.

18. SUBSIDIARIES DISCLOSURES

Management charges of £9,750 was charged during the year (2021: £9,500).

An outstanding balance of £5,077 was written off during the year (2021: £nil) reducing the balance between the parent and subsidiary at the year end to £nil (2021: £5,077).

19. INDEPENDENT EXAMINER'S REMUNERATION

Fees payable to the Charity's independent examination of the Charity's annual accounts £1,200 (2021: £1,500).

20. DEFERRED INCOME

	At 1/4/21 £	Released £	Restricted £	At 31/3/22 £
Unrestricted funds				
General fund	13,620	(2,279)	-	11,341
Restricted funds				
Watson Hope Foundation	-	-	13,334	13,334
Tees Esk & Wear Valley NHS Trust	-	-	2,667	2,667
TOTAL DEFERRED INCOME	<u>13,620</u>	<u>(2,279)</u>	<u>16,001</u>	<u>27,342</u>

FIRST STOP DARLINGTON**Detailed Statement of Financial Activities**
for the Year Ended 31 March 2022

	31/3/22 £	31/3/21 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	7,072	10,606
Other trading activities		
Fundraising events	7,920	1,629
Management charges income	9,750	9,500
Covid job retention scheme	<u>1,223</u>	<u>5,896</u>
	18,893	17,025
Investment income		
Deposit account interest	124	379
Charitable activities		
Charitable activities	<u>52,938</u>	<u>211,574</u>
Total incoming resources	79,027	239,584
EXPENDITURE		
Raising donations and legacies		
Fundraising expenses	135	80
Charitable activities		
Wages	104,610	116,875
Social security	4,899	1,456
Pensions	2,305	2,398
Insurance	1,786	1,900
Light and heat	2,292	2,175
Advertising	486	185
Other fees	(511)	8,807
IT costs	7,611	8,994
Governance costs	278	1,706
Premises costs	4,443	5,939
Client Welfare	3,861	3,105
Administration costs	5,591	6,433
Other staff costs	722	1,648
Fixtures and fittings	191	102
Computer equipment	568	1,711
Mortgage	5,243	5,475
Intercompany debt w/off	<u>5,077</u>	<u>-</u>
	<u>149,452</u>	<u>168,909</u>
Total resources expended	<u>149,587</u>	<u>168,989</u>
Net (expenditure)/income	<u>(70,560)</u>	<u>70,595</u>

This page does not form part of the statutory financial statements

