
OFF THE FENCE TRUST LIMITED
(A company limited by guarantee)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018

OFF THE FENCE TRUST LIMITED
(A company limited by guarantee)

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OFF THE FENCE TRUST LIMITED
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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2018**

Trustees

Mr Ian Denyer
Mr Greg Peacock, Chairman
Dr Rodney Queen
Mr Gerhard Schulz, Treasurer
Mr David Goldin, Vice Chairman
Mr Graham Hollebon
Mrs Kathleen Price (appointed 14 March 2017)

Company registered number

5300691

Charity registered number

1108777

Registered office

37 Portland Road
Hove
BN3 5DQ

Company secretary

Ian Denyer

Chief executive officer

Paul Young

Accountants

Baldwin Scofield Accountancy LLP
Chartered Accountants
3 Newhouse Business Centre
Old Crawley Road
Horsham
West Sussex
RH12 4RU

Bankers

HSBC Bank plc
153 North Street
Brighton
East Sussex
BN1 1SW

OFF THE FENCE TRUST LIMITED
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TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2018

The Trustees present their annual report together with the financial statements of the charity for the year 1 April 2017 to 31 March 2018. The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), 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 (effective 1 January 2015).

Since the company qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

Structure, governance and management

● **CONSTITUTION**

The company is constituted under a Memorandum of Association dated 21 March 2005 and is a registered charity number 1108777.

The principal object of the company is resisting poverty, empowering people, restoring hope in Brighton and Hove.

● **METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES**

The management of the company is the responsibility of the Trustees who are elected and co-opted under the terms of the Memorandum and Articles of Association. None of the Trustees has any beneficial interest in the company. All of the Trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

● **ORGANISATIONAL STRUCTURE AND DECISION MAKING**

The projects are supervised by Managers who report to the General Manager, who reports to the chief executive officer (CEO) who is responsible for the day to day operations of the charity and is accountable to the Board of Trustees. The Company's Board has a wide and varied skill base as well as having a multi skilled advisory panel and all this is underpinned by the Health & Safety safeguards of Peninsula Business services.

● **RISK MANAGEMENT**

The Trustees have assessed the major risks to which the company is exposed, for each of the projects and in particular those related to the operations and finances of the company. The Trustees are satisfied that systems and procedures are in place to mitigate exposure to the major risks (full risk management strategy document available on request).

Objectives and Activities

● **POLICIES AND OBJECTIVES**

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the charity commission relating to public benefit and in particular to its supplementary public benefit guidance.

The charity's vision is resisting poverty, empowering people, restoring hope in Brighton and Hove.

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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018

Mission Statement

The mission of Off The Fence is to eradicate social and spiritual poverty in Brighton & Hove, engaging with individuals to create a new level of hope in the City. Off The Fence provides short and long-term solutions by delivering a range of support networks to empower people and prevent poverty in all its forms. The charity offers people hope, a way forward and the opportunity to live a transformed life.

The objectives are to:

1. Offer professional and quality services to all our clients
2. Solve homelessness issues, offer practical and emotional support for isolated women, prevent school exclusions and provide schools with positive mentoring, individual support, structured activities and faith-based resources
3. Equip others to address and overcome social and spiritual poverty
4. Show God's love in action
5. Teach life skills and build relationships that lead to a better future for all
6. Provide long-term (and where necessary life-term) care and support for clients

● **ACTIVITIES FOR ACHIEVING OBJECTIVES**

The charity is organised into four frontline projects as well as the core infrastructure:

- Antifreeze - working directly with rough sleepers on the streets of Brighton & Hove, providing advice and support both at the day centre and through night outreach
- Schools and Youth - supporting schools with lunch clubs, classroom work, pastoral care, inclusion projects and PSHE classes and prayer spaces
- Gateway - advice, befriending and networking service for women
- Ministry - a Christian ministry, with training and a support service

Achievements and performance

● **REVIEW OF ACTIVITIES**

A summary of the achievements of the projects is outlined below. An Impact Report is published by the charity annually in July and the new one will be available this June 2018, which provides full performance data. This will also be available online at the charity's website www.offthefence.org.uk.

Antifreeze

Antifreeze- The current situation

We started our homeless work over 24 years ago, founding Antifreeze officially within Off The Fence in 1997. In the past 24 years we have never experienced such change and demand as we are currently facing; from the changing nature of housing associations to the extension of the Right to Buy to Housing Associations, welfare reform, the benefit cap, Pay to Stay and a range of other measures. All of these will have an impact on housing for the next twenty years or more. For those living homeless on the streets, it's the perfect storm. In addition, there is the pressure and cuts to public finances. It is important that organisations such as Off The Fence remain clear about their core purpose and reason for working in the city.

Antifreeze-The current realisation

Rough sleepers are four times more likely to die from unnatural causes such as accidents, assaults, murder and drug or alcohol poisoning, than just living and surviving life on the streets. Rough sleepers are thirteen times more likely to experience crime than the general public. The average life expectancy of a man living on the streets is 47 years and for a woman just 43. The average national life expectancy is 78 for a man and 82 for a woman. Furthermore, those sleeping rough are 35 times more likely to commit suicide than the general population and 47 times more likely to be a victim of theft or abuse.

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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018

Antifreeze- The vision

Over the years Antifreeze have assisted hundreds of individuals out of poverty, exclusion and homelessness. The team have worked to help individuals in addressing mental health problems and in overcoming addictions, so that they can move into housing and employment with improved health and wellbeing, and become full members of our society.

Our Core aims remain “Resisting poverty, Empowering people, Restoring Hope.”

Antifreeze- What we provide

Practically, Antifreeze provides clothes, toiletries, clothes washing, haircuts/beard trims, foot care, legal advice, health care, dental care, computer use, official address for post, use of telephones, food, hot and cold beverages, active outreach (taking people to appointment and written advocacy) and one to one emotional support from staff. The centre also provides a daily activity incorporated into our Community Hour, life-saving sleeping bags, sign-posting and transporting clients to rehabilitation or detox placements, travel funds, job advice, housing referrals, benefits advice, referrals to other agencies (other homeless agencies, food banks, mental health teams) and a Street Sheet providing a map and direction to all agencies around the city - places to find food and specific areas of support. We are currently running a Detox recovery programme which is proving hugely beneficial to those individuals who have signed up.

Antifreeze- Preventing homelessness and rough sleeping

Our aim is to move people away from sleeping rough through our day centre and to communicate the options available, providing the best advice and care possible. Our night outreach team and day centre keyworkers assess the needs of people sleeping rough to plan support, and where appropriate, reconnect people with friends, families and support networks, before they are fully immersed in street life. Brighton & Hove continues to have the highest numbers of rough sleepers outside of London. As a Charity we work together with all relevant groups to provide a consistent response to rough sleeping. Off the Fence is at the very heart of initiatives in Brighton and Hove to address both the causes and effects of homelessness in the city. There is now a joint initiative with the CAIERS (Co-ordinated Agency Interventions to End Rough Sleeping) to combat homelessness which includes improved information sharing, being a voice and part of the strategy of the community sector, providing an integrated service for rough sleepers. This new way of working, depending on the client's presenting needs, sets an agreed target date for ending each individual's rough sleeping and identifies the most appropriate agency to lead on the action plan for each client.

This year has seen the launch of our Mobile Unit project – details below.

As a Christian charity, all that we do is an expression of our faith. As well as the implicit expressions that we have outlined in this document and prayers that we offer when it is welcomed, we seek to explicitly share our faith as appropriate when approached. This is mainly achieved through the optional 'Down to Earth' Bible discussions that we run on Monday afternoons and the optional Worship Service that we hold each Friday afternoon. The Discussion Group creates an opportunity for people to share their views on various subjects and to hear about the Christian faith. Similarly there are contributions from both clients and the Antifreeze Team at our Worship Services, creating openness and a sense of community. At least 25 usually attend these events and this number is steadily growing.

Statistics:

Number of times day centre accessed - 7,725
Clothes and toiletries given out – 2,670
Computer used - 1,265
Number supported towards accommodation – 163
Rough sleepers visited on night shift – 1,044

Schools & Youth Work

2017 has been a year of change and growth for the Schools and Youth Team with new opportunities to serve schools in Brighton and Hove. The team has seen year on year growth in requests to offer both short lesson packages and 1-1 support to students who face challenging life issues. This year we have supported 38

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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018

students through 1-1 mentoring, standing alongside students going through bereavement, anxiety, depression and friendship issues.

In addition to working weekly with individual students, our team continues to meet thousands of students each year running Prayer and Reflection Spaces. We have been privileged to welcome nearly 20,000 students to experience Prayer Spaces since starting this work in 2013. In 2017 we were able to run 19 Prayer Spaces seeing 5469 students in the process. We were even invited to run a Prayer Space for school staff as part of their Inset day.

Christians In Education events remain part of our regular diary. Events are run three times a year in partnership with Brighton and Hove City Mission and are designed to provide a chance for those working in education to connect with others, be inspired in their roles and leave encouraged.

Some of the most rewarding work the schools team is involved in is weekly lunch clubs in local schools. It's there that our team are able to make and build relationships with students. Our lunch clubs provide a safe place for students to eat their lunch, play games, watch DVD clips and in some, learn about the Christian faith. In 2017 we made 2,747 student contacts through lunch clubs.

Statistics for 2017 (01.01.17 - 31.12.17):

19 Prayer spaces run
5,469 students visited prayer spaces (increase of 478 on 2016)
38 students mentored (increase of 8 on 2016)
12,865 student contacts made
339 average weekly student contacts
926 students through safe space clubs
1,821 students through Christian clubs
8 lesson packages delivered
3 Christians In Education events held, 70 people attending these

Gateway Women's Centre

Gateway offers drop-ins, craft and IT workshops at the centre on 4 days per week. Outside of these times, we make outreach visits at home to women who are unable to come to the centre, and we carry out sometimes very complex casework. At the Coffee and Craft Drop-ins, women can talk through issues with a team member in an informal setting. Women also build valuable friendships and connections, which carry on outside of Gateway. We continue to offer a variety of Wednesday Wellbeing Workshops, which have included a short money advice course delivered by CAP, as well as a variety of one off sessions.

In a year which saw increased media coverage about the abuse and harassment of women, Gateway Women's Centre continues to value, empower and support the women of Brighton and Hove. An increasing number of women have asked us for support regarding sexual and other abuse – some of it historic, and some of it more recent - as they seek justice and start to rebuild their lives. We signpost women to other services and activities, and support with phone calls or paperwork. These one-to-one appointments are an invaluable time for women to speak confidentially with a member of staff about their experiences and explore pathways to help them cope and keep going.

This year, Gateway has supported many women through significant losses, disappointments and bereavements. For some, this has led to isolation, loss of identity, and fear for the future. Gateway provides a community, where they feel valued, safe and no longer alone. We have also been privileged to rejoice with women when they have made a breakthrough – whether in their relationships, finances, job searches, addictions or attitude towards themselves and their future. At Gateway, we walk alongside women at their own pace, offering a holistic approach and helping women set goals or take small steps forward.

Key statistics and trends:

Number of emergency food bags given out has doubled
1:1 support increased, which includes listening, advocacy, help with phone calls, outreach visits etc.

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FOR THE YEAR ENDED 31 MARCH 2018

IT access/ support to access IT increased, which could reflect concern about changes to benefit applications with the rolling out of Universal Credit.

Support with paperwork and forms increased

Text support increased – this is a new trend. We are responding to requests for support or information via text, which can be easier, safer or less stressful than a phone call.

Prayer requests and requests for spiritual input has increased

Ministry

Off The Fence is firmly rooted in the Christian Faith; we are committed not only to practically helping those most at need in our society but also to meeting their spiritual needs. Founder and Chief Executive, Paul Young, is an ordained Christian minister. Over this past year Paul has preached 67 times in local churches and spoken at countless local associations, schools, clubs, networks and forums. It has been an extraordinary year, and well over 9,000 people have heard Paul's testimony and the story of Off the Fence! We can honestly say that we have positively changed our community by showing God's love in action.

This year we launch a qualified intern programme. We hope to teach candidates how to run a successful social/charity outreach programme in their local setting. We are also exploring a partnership with like-minded charities to offer our professionalism and pool resources to maximise impact in the community.

Wendy Young is an established member of the Ministry Team, and co-founder of the charity. She writes: "This has been another exciting year of growth and change, seeing God move the work forward. I have been able to spend time developing the courses I have written and delivering them to a wider audience. I teach three training courses locally: Caring for the Broken Hearted, He Restores my Soul and MOT of the Soul. These courses look at how we can support the most vulnerable in our communities, tackling some of the issues we may face and how to do this with safe boundaries and healthy motivation. I have several bookings for the coming year already, and am invited to talk regularly on the subject of impacting the community, in the best professional framework".

Wendy is also the Chair of the Board of a national charity called Beyond the Streets, working to release women from prostitution. That added to her experience as a Church in Community Advisor complements Wendy's role at Off the Fence well as she seeks to support and train churches and groups in their community engagement. Wendy has had opportunities to speak at more women's groups and churches both about the work of Off the Fence as well as supporting vulnerable people.

Core

The Core Team continues to play a pivotal role in the running of Off the Fence, overseeing everything that the charity plans and implements across the projects. We respond cheerfully to those many and diverse requests, both expected and unexpected, in the growing, dynamic and professionally run charity that is Off The Fence.

Core carries out payroll, pensions, expenditure, cash flow, budgets, petty cash, recruitment, IT support, purchasing, policies and procedures. In addition, PAT Testing, boiler servicing, building maintenance, personnel records, DSE and DBS checks, GDPR compliance, Health and Safety, COSHH, Fire Safety, Safeguarding, staff training, risk assessments, mail outs, intern training and stationary orders are all managed by the team. The team do this with the advice of Peninsula Business Services Ltd and Viper computer support. A recent inspection from Peninsula highlighted us once again for outstanding effort and commitment to workplace Health, Safety and Welfare.

As a team we are helpful, we answer phones, we have fun, we are knowledgeable, we are patient, we are friends, we are successful, we work together, we are a team.

We are thankful to our professional and diligent Core Team, who keep Off the Fence operating with the high quality governance we have now come to expect.

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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018

GDPR

As a charity, we are well on the way towards Data Protection (General Data Protection Regulation) compliance and easily will be by 25th May 2018. We are using two approaches, firstly consent, using an 'opt in' approach and the secondly 'legitimate interest.' We have now created a new database of legitimate supporters which will be reviewed every 3 years.

As GDPR will cover the whole of the data we currently hold, including clients information, we have a strategy that has been agreed at board level and is a whole organisation approach. We will ensure that documented procedures and processes are in use for using and protecting personal data.

Fundraising

For the Fundraising team, 2017 has been a big year of change and growth. The fantastic support from individual givers, trusts & foundations, churches, schools and businesses has not just sustained our work but allowed all areas of Off The Fence to grow and keep pace with the growing needs across the city. In what has been a turbulent year politically and economically, the ongoing support and new support from so many has been incredibly valuable. In November 2017 for example, we had our most successful month of income to date, seeing an amazing £117,724 come in across the work. As well as financial giving, once again the gifts in kind donations have been overwhelming; Schools, groups, churches and businesses have hosted clothing collections for us, donated food and toiletry parcels, and responded quickly to our requests for help when the store rooms have been low.

Financial support is ultimately how Off the Fence is able to continue running and developing better services, but practical donations have been an important part of the past year. For example, we have seen individuals as well as trusts support our need for sleeping bags as well as supporting our need for regular food donations. A second year long partnership with not just one but three local Sainsbury's stores, has meant regular supplies of fresh food and produce for our day centres alongside the kind gifts from individuals, local schools and a Fareshare partnership.

We were chosen as Charity of the Year by customers of Sainsbury's Lewes Road, Sainsbury's New England Street and Sainsbury's on the Old Steine. The staff and customers have taken us to their hearts and it has been truly amazing to see the generosity of all concerned in providing quite literally trolley loads of toiletries, food items for Gateway as well as warm clothing for our Antifreeze Day Centre. We have been forging new relationships with local businesses and getting a number of individuals and groups involved in our events; the successful Night Walk and the Off The Fence Woolly Hat Day. 2017 has been a key year for cementing new partnerships, including the Mayor's Charity partnership- the bid for which we won to be supported for the 2018-19 financial year.

Throughout 20 years of supporting vulnerable individuals on the edge of society, Off The Fence has been acknowledged nationally and locally and partnerships have provided fantastic opportunities for highlighting the plight of poverty in the City. The fact remains however, that Brighton & Hove is still one of the most deprived Cities in the UK; homelessness is at a record high, with 1 in 69 individuals in the city rough sleeping or in temporary accommodation. Indeed, it comes as no surprise that the country is in the midst of a homeless epidemic (the worst in 20 years one recent report said) with rising government cuts, housing shortages and as a governmental report showed in Autumn 2017, local authorities accepted 15,290 households as being statutorily homeless between 1 July and 30 September, up 6% from 14,390 on the previous quarter. Substance addiction and suicide rates are also exceptionally high, and cuts to young people's services as well as the closure of the Council's Women's Counselling Service, reliance on our work will only continue to soar. The support from, grants, foundations, businesses, churches, schools, associations and individuals over the past year, and indeed the last 21, has been overwhelming. As a result, our impact on the City and the individuals in need around it has been long-lasting and life-changing; we have seen clients access our work in the worst possible situations but have seen lives transformed beyond recognition for the better. The amount of people this Charity has helped and moved forwards is nothing short of miraculous, particularly as we reflect on the £3,000 that Off The Fence started with at its inception, with just Paul and Wendy at the helm. We thank God for all the provisions that we received yet again this last year and look forward to all that He has planned for the

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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018

coming year. We know and trust that He will lead us into even more exciting opportunities and partnerships, so that we can support thousands more individuals needing our help.

'Hygiene for All' project

"Good hygiene promotes health, fosters hope, and restores dignity".

Hygiene and health are intimately interwoven, and poor hygiene is an inevitable result of homelessness. Establishing proper hygiene is key to a sense of self and better health. This includes regularly brushing teeth, washing hair, washing hands, cleaning with soap, wearing deodorant, having feminine hygiene products, and clean underwear and socks. When people don't have access to these products, many consequences will develop ranging from unemployment to serious diseases.

Often homeless people will utilize a local homeless shelter or a day centre for their hygiene needs. However, having access to a shelter doesn't necessarily guarantee that they will be able to bathe due to the number of homeless and the shortage of resources at shelters.

The purpose of our "Hygiene vehicles" is to ensure the homeless community always have access to their most basic needs. As compared with people who have homes, people experiencing homelessness are more likely to have dermatological problems, functional limitation, seizures, chronic obstructive pulmonary disease, foot pain, and decayed teeth. Many of these ailments are preventable with access to proper hygiene. In a recent survey of the 2017 Brighton and Hove Homeless Count, 67% of homeless reported one or more preventable health conditions, and 34% reported that their health condition made it difficult for them to keep a job or handle activities of daily living. The risk of death is increased eightfold in people who experience these conditions. To care more optimally for homeless people, we must pay attention to illnesses caused by lack of access to proper hygiene.

These units would be stand-alone facilities. They are a modern and immediate response to addressing some of the issues surrounding homelessness, especially compared to homeless shelters or safe houses which provide a bed and toilet for the night, or soup kitchens, which often lack somewhere for clients to even wash their hands.

Our mobile laundry van and emergency supplies van are now fully functioning and we are in process of getting our first mobile shower unit.

Intern Programme

Off The Fence believe in the need to develop the next generation of servant-hearted leaders. Our Intern Programme is designed to train and equip in key areas of running a successful Christian charity. By far the best way to learn how to do something is to do it! Currently our Interns are gaining experience and beneficial training for future service in outreach and ministry. Our 3 amazing interns work alongside our front-line project staff and take part in day to day events at Off The Fence. They are working towards a nationally recognised qualification in Volunteering Skills and have accommodation in a flat in our Intern House.

Volunteers

We would like to thank the army of volunteers who give to us many thousands of man hours per year free of charge; the impact on this City is incalculable.

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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018

Financial review

● **GOING CONCERN**

After making appropriate enquiries, the trustees have a reasonable expectation that the company 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.

● **RESERVES POLICY**

The required level of reserves (as set out in our policy) was to set aside three months running costs during the course of the year. The Trustees consider that reserves at this level will ensure that, in the case of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to the ways in which additional funding may be raised.

● **PRINCIPAL FUNDING**

The charity received total income of £602,678 which included Gifts in kind amounting to £14,093 (2017 - £464,647, of which £455,000 was a building). Therefore, regular income received amounted to £588,585 compared to £450,349 last year, an increase of £138,236.

As you will notice, OTF had a sharp rise in finance this year, we have planned that for the new financial year the charity will remain strong as we have set out a realistic but far impacting budget. We had carefully planned at the beginning of the year to have higher reserves for the financial year as we were aware that the charity is growing in size and needs more long term stability. We also wanted to invest in a new fundraising position and computer systems that would allow more robust financial management and new income streams for the future. This year's budget is ambitious but in line with our five year business plan.

● **FUTURE DEVELOPMENTS**

Aspirations and vision for 2018/19

This coming year will be a year of growth and strategy. The Off The Fence Board has been carefully following a five year plan, this is our 4th year of this cycle. The Hygiene for All project has been launched and is fast becoming an established support for the city's homeless. We now need to get the shower van up and running. This year we are hoping to launch an employment scheme for the homeless, and add a second house as part of the employment scheme. Our next main aim over the following two years is to work towards owning a base so that the projects can grow into, and be centrally housed. We are looking for a warehouse of 7 – 10,000 sq.ft. which will take major planning, partnerships and financial development. This is our most pressing need as we are quite literally bursting at the seams! Our intern programme is well established and we hope to grow the programme even further. We also plan to help create a Community of Consolidated Charities to better serve Brighton and Hove by pooling resources and expertise to maximise impact on the community and so allowing a leaner charity sector with lower overheads and less duplication.

We want to provide Apprenticeships for the Homeless and start a new project, 'Employment for All'. This would provide apprenticeships for the homeless, using the 'Change Please' London model of coffee vans where the homeless can have an income and employment. Our biggest aspiration is to acquire a house for the clients where they can stay just long enough to collect sufficient money for the rent and bond money for their own rented flat. We need to provide long-term life care and real solutions to homelessness. We have a big vision for the future, yet compared to the growth and development over the last 21 years this is not unattainable. Never before has there been such a need in our city for the ongoing work of Off the Fence; together we can make Brighton and Hove a far better place to live!

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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018

TRUSTEES' RESPONSIBILITIES STATEMENT

The Trustees (who are also directors of Off The Fence Trust Limited for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In preparing this report, the Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Trustees, on 5 June 2018 and signed on their behalf by:



Mr David Goldin, Vice Chairman

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INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 MARCH 2018

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF OFF THE FENCE TRUST LIMITED (the 'company')

I report to the charity Trustees on my examination of the accounts of the company for the year ended 31 March 2018.

This report is made solely to the company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's Trustees as a body, for my work or for this report.

RESPONSIBILITIES AND BASIS OF REPORT

As the Trustees of the company (and 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 the company's accounts 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

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I can 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.

Signed:



Dated: 5 June 2018

Nicholas M Baldwin BA(Econ) FCA DChA

BALDWIN SCOFIELD ACCOUNTANCY LLP

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**STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2018**

| | Note | Restricted funds 2018 £ | Unrestricted funds 2018 £ | Total funds 2018 £ | Total funds 2017 £ |
|--|--------|----------------------------------|------------------------------------|-----------------------------|-----------------------------|
| INCOME FROM: | | | | | |
| Donations and legacies | 2 | 296,240 | 277,558 | 573,798 | 896,428 |
| Charitable activities | 5 | - | 8,627 | 8,627 | 3,415 |
| Other trading activities | 3 | 11,355 | 8,591 | 19,946 | 14,822 |
| Investments | 4 | - | 307 | 307 | 331 |
| Other income | 6 | - | - | - | 1,327 |
| TOTAL INCOME | | 307,595 | 295,083 | 602,678 | 916,323 |
| EXPENDITURE ON: | | | | | |
| Raising funds | 7 | - | 40,942 | 40,942 | 41,707 |
| Charitable activities | 8,9,10 | 378,571 | 114,129 | 492,700 | 400,975 |
| Other expenditure | | - | - | - | 79,549 |
| TOTAL EXPENDITURE | 12 | 378,571 | 155,071 | 533,642 | 522,231 |
| NET INCOME / (EXPENDITURE) BEFORE TRANSFERS | | | | | |
| Transfers between Funds | 18 | (70,976) | 140,012 | 69,036 | 394,092 |
| | | 133,971 | (133,971) | - | - |
| NET INCOME BEFORE OTHER RECOGNISED GAINS AND LOSSES | | | | | |
| | | 62,995 | 6,041 | 69,036 | 394,092 |
| NET MOVEMENT IN FUNDS | | | | | |
| | | 62,995 | 6,041 | 69,036 | 394,092 |
| RECONCILIATION OF FUNDS: | | | | | |
| Total funds brought forward | | 335,320 | 566,249 | 901,569 | 507,477 |
| TOTAL FUNDS CARRIED FORWARD | | 398,315 | 572,290 | 970,605 | 901,569 |

The notes on pages 15 to 29 form part of these financial statements.

OFF THE FENCE TRUST LIMITED
(A company limited by guarantee)
REGISTERED NUMBER: 5300691

BALANCE SHEET
AS AT 31 MARCH 2018

| | Note | £ | 2018 £ | £ | 2017 £ |
|---|------|----------------|----------------|----------------|-----------|
| FIXED ASSETS | | | | | |
| Tangible assets | 15 | | 780,726 | | 775,284 |
| CURRENT ASSETS | | | | | |
| Debtors | 16 | 1,877 | | 6,062 | |
| Cash at bank and in hand | | 195,494 | | 127,295 | |
| | | | <u>197,371</u> | <u>133,357</u> | |
| CREDITORS: amounts falling due within one year | 17 | (7,492) | | (7,072) | |
| NET CURRENT ASSETS | | | 189,879 | | 126,285 |
| NET ASSETS | | | 970,605 | | 901,569 |
| CHARITY FUNDS | | | | | |
| Restricted funds | 18 | | 398,315 | | 335,320 |
| Unrestricted funds | 18 | | 572,290 | | 566,249 |
| TOTAL FUNDS | | | 970,605 | | 901,569 |

The company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The Trustees consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Act.

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

The financial statements have been prepared in accordance with the provisions applicable to small companies within Part 15 of the Companies Act 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (FRS 102).

The financial statements were approved and authorised for issue by the Trustees on 5 June 2018 and signed on their behalf, by:



Mr David Goldin, Vice Chairman

The notes on pages 15 to 29 form part of these financial statements.

OFF THE FENCE TRUST LIMITED
(A company limited by guarantee)

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2018

| | Note | 2018 £ | 2017 £ |
|--|------|-----------------------|-----------------------|
| Cash flows from operating activities | | | |
| Net cash provided by operating activities | 20 | <u>101,347</u> | <u>410,795</u> |
| Cash flows from investing activities: | | | |
| Purchase of tangible fixed assets | | <u>(33,148)</u> | <u>(472,115)</u> |
| Net cash used in investing activities | | <u>(33,148)</u> | <u>(472,115)</u> |
| Change in cash and cash equivalents in the year | | 68,199 | (61,320) |
| Cash and cash equivalents brought forward | | <u>127,295</u> | <u>188,615</u> |
| Cash and cash equivalents carried forward | 21 | <u><u>195,494</u></u> | <u><u>127,295</u></u> |

The notes on pages 15 to 29 form part of these financial statements.

OFF THE FENCE TRUST LIMITED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

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 Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Off The Fence Trust Limited 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.

1.2 Company status

The company is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

1.3 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

OFF THE FENCE TRUST LIMITED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018

1. ACCOUNTING POLICIES (continued)

1.4 Income

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which either: the company is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust 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 company has been notified of the executor's intention to make a distribution. Where legacies have been notified to the company, or the company 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.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the company where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the company and include project management carried out centrally. Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Charitable activities and Governance costs are costs incurred on the company's operations, including support costs and costs relating to the governance of the company apportioned to charitable activities.

OFF THE FENCE TRUST LIMITED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018

1. ACCOUNTING POLICIES (continued)

1.6 Reconciliation with previous Generally Accepted Accounting Practice

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

No restatements were required.

1.7 Tangible fixed assets and depreciation

Donated freehold property is stated in the financial statements at the fair market valuation at the date ownership is transferred less depreciation and any provision for impairment.

Land is not depreciated.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is not charged on freehold land. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

| | | |
|-----------------------|---|-------------------------------|
| Freehold property | - | 2% straight line on buildings |
| Property improvements | - | over the period of the lease |
| Plant & machinery | - | 25% straight line |
| Fixtures & fittings | - | 25% straight line |
| Computer equipment | - | 33% straight line |

1.8 Interest receivable

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

1.9 Debtors

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

1.10 Cash at Bank and in hand

Cash at bank and 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.

1.11 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

OFF THE FENCE TRUST LIMITED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018

1. ACCOUNTING POLICIES (continued)

1.12 Financial instruments

The company 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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2. INCOME FROM DONATIONS AND LEGACIES

| | Restricted funds 2018 £ | Unrestricted funds 2018 £ | Total funds 2018 £ | <i>Total funds 2017 £</i> |
|------------------------------|--|--|---------------------------------------|---------------------------------------|
| Donations | 68,532 | 178,384 | 246,916 | 149,957 |
| Legacies | - | 28,250 | 28,250 | - |
| Grants | 213,615 | 70,924 | 284,539 | 281,824 |
| Gifts in kind | 14,093 | - | 14,093 | 464,647 |
| | <hr/> | <hr/> | <hr/> | <hr/> |
| Total donations and legacies | 296,240 | 277,558 | 573,798 | 896,428 |
| | <hr/> <hr/> | <hr/> <hr/> | <hr/> <hr/> | <hr/> <hr/> |
| <i>Total 2017</i> | <i>215,077</i> | <i>681,351</i> | <i>896,428</i> | |
| | <hr/> <hr/> | <hr/> <hr/> | <hr/> <hr/> | |

3. FUNDRAISING INCOME

| | Restricted funds 2018 £ | Unrestricted funds 2018 £ | Total funds 2018 £ | <i>Total funds 2017 £</i> |
|-------------------|--|--|---------------------------------------|---------------------------------------|
| Sponsored events | 11,355 | 6,880 | 18,235 | 13,229 |
| Functions | - | 1,711 | 1,711 | 1,593 |
| | <hr/> | <hr/> | <hr/> | <hr/> |
| | 11,355 | 8,591 | 19,946 | 14,822 |
| | <hr/> <hr/> | <hr/> <hr/> | <hr/> <hr/> | <hr/> <hr/> |
| <i>Total 2017</i> | <i>6,317</i> | <i>8,505</i> | <i>14,822</i> | |
| | <hr/> <hr/> | <hr/> <hr/> | <hr/> <hr/> | |

OFF THE FENCE TRUST LIMITED
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018**

4. INVESTMENT INCOME

| | Restricted funds 2018 £ | Unrestricted funds 2018 £ | Total funds 2018 £ | Total funds 2017 £ |
|------------------------|----------------------------------|------------------------------------|-----------------------------|-----------------------------|
| Bank interest received | - | 307 | 307 | 331 |
| <i>Total 2017</i> | - | 331 | 331 | |

5. INCOME FROM CHARITABLE ACTIVITIES

| | Restricted funds 2018 £ | Unrestricted funds 2018 £ | Total funds 2018 £ | Total funds 2017 £ |
|---|----------------------------------|------------------------------------|-----------------------------|-----------------------------|
| Charity incoming resources - Gateway | - | - | - | 70 |
| Charity incoming resources - Antifreeze | - | - | - | 105 |
| Charity incoming resources - Rent | - | 8,627 | 8,627 | 3,240 |
| | - | 8,627 | 8,627 | 3,415 |
| <i>Total 2017</i> | 175 | 3,240 | 3,415 | |

6. OTHER INCOMING RESOURCES

| | Restricted funds 2018 £ | Unrestricted funds 2018 £ | Total funds 2018 £ | Total funds 2017 £ |
|-------------------|----------------------------------|------------------------------------|-----------------------------|-----------------------------|
| Insurance claim | - | - | - | 1,327 |
| <i>Total 2017</i> | - | 1,327 | 1,327 | |

OFF THE FENCE TRUST LIMITED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018

7. COSTS OF GENERATING VOLUNTARY INCOME

| | Restricted funds 2018 £ | Unrestricted funds 2018 £ | Total funds 2018 £ | <i>Total funds 2017 £</i> |
|-------------------------|----------------------------------|------------------------------------|-----------------------------|---------------------------------------|
| Fundraising staff costs | - | 40,942 | 40,942 | <i>41,707</i> |
| <i>Total 2017</i> | - | <i>41,707</i> | <i>41,707</i> | |

8. GOVERNANCE COSTS

| | Restricted funds 2018 £ | Unrestricted funds 2018 £ | Total funds 2018 £ | <i>Total funds 2017 £</i> |
|--------------------------------------|----------------------------------|------------------------------------|-----------------------------|---------------------------------------|
| Independent examination fees | - | 1,260 | 1,260 | <i>1,200</i> |
| Depreciation - tangible fixed assets | 20,982 | 6,724 | 27,706 | <i>20,002</i> |
| | 20,982 | 7,984 | 28,966 | <i>21,202</i> |

OFF THE FENCE TRUST LIMITED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018

9. DIRECT COSTS

| | Schools & Youth £ | Gateway £ | Antifreeze £ | Ministry £ | Total 2018 £ | Total 2017 £ |
|----------------------------------|-------------------------|---------------|-----------------|---------------|--------------------|--------------------|
| Professional fees | 266 | 24 | 1,579 | - | 1,869 | 2,207 |
| Insurance | - | - | - | 1,458 | 1,458 | 1,423 |
| Rent and service charge | 4,400 | 1,700 | - | - | 6,100 | 1,300 |
| Rates and water | 666 | - | 957 | - | 1,623 | 1,801 |
| Electricity and gas | 488 | - | 1,155 | 49 | 1,692 | 1,655 |
| Travel costs | 1,569 | 207 | 1,788 | 321 | 3,885 | 3,247 |
| Subsistence and expenses | - | - | 29 | - | 29 | - |
| Exhibition and conferences | - | 112 | 1,447 | - | 1,559 | 2,541 |
| Sundry expenses | 83 | 7 | 653 | 104 | 847 | 781 |
| Printing, stationery and postage | 128 | 345 | 173 | - | 646 | 3,606 |
| Telephone | 1,519 | 321 | 1,305 | - | 3,145 | 4,993 |
| Computer costs | 15 | 61 | 102 | 11 | 189 | 1,855 |
| Equipment rental | 210 | - | - | - | 210 | 453 |
| Repairs and renewals | 2,069 | 2,632 | 4,217 | 958 | 9,876 | 2,465 |
| Outreach costs | 686 | 2,457 | 29,888 | - | 33,031 | 13,660 |
| Advertising | - | - | - | - | - | 15 |
| Wages and salaries | 77,431 | 65,391 | 72,307 | 46,730 | 261,859 | 275,186 |
| National insurance | 4,658 | 3,176 | 4,781 | 3,736 | 16,351 | 19,479 |
| Pension cost | 3,289 | 3,856 | 3,740 | 2,336 | 13,221 | 13,576 |
| | <u>97,477</u> | <u>80,289</u> | <u>124,121</u> | <u>55,703</u> | <u>357,590</u> | <u>350,243</u> |
| <i>Total 2017</i> | <u>92,630</u> | <u>87,076</u> | <u>115,172</u> | <u>55,365</u> | <u>350,243</u> | |

OFF THE FENCE TRUST LIMITED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018

10. SUPPORT COSTS

| | Schools & Youth £ | Gateway £ | Antifreeze £ | Ministry £ | Total 2018 £ | Total 2017 £ |
|----------------------------------|-------------------------|---------------|-----------------|---------------|--------------------|--------------------|
| Fundraising | 1 | - | 1 | - | 2 | 253 |
| Professional fees | 1,605 | 1,362 | 1,519 | 993 | 5,479 | 6,889 |
| Insurance | 1,559 | 1,322 | 1,476 | 964 | 5,321 | 5,171 |
| Rent and service charge | 118 | 99 | 111 | 72 | 400 | 5,200 |
| Rates and water | 1,025 | 870 | 970 | 634 | 3,499 | 2,157 |
| Electricity and gas | 700 | 595 | 664 | 434 | 2,393 | 1,235 |
| Travel costs | 107 | 91 | 102 | 67 | 367 | 688 |
| Subsistence and expenses | 6 | 5 | 6 | 4 | 21 | 29 |
| Exhibition and conferences | 261 | 222 | 247 | 162 | 892 | 790 |
| Sundry expenses | 777 | 659 | 735 | 480 | 2,651 | 3,017 |
| Printing, stationery and postage | 1,687 | 1,431 | 1,596 | 1,043 | 5,757 | 6,342 |
| Telephone | 677 | 574 | 641 | 419 | 2,311 | 2,863 |
| Computer costs | 1,084 | 920 | 1,026 | 671 | 3,701 | 5,706 |
| Equipment rental | 129 | 110 | 123 | 80 | 442 | 1,457 |
| Repairs and renewals | 2,414 | 2,048 | 2,285 | 1,493 | 8,240 | 2,553 |
| Outreach costs | - | - | - | - | - | 21 |
| Bank charges | 9 | 7 | 8 | 5 | 29 | 66 |
| Wages and salaries | 16,621 | 14,097 | 15,730 | 10,279 | 56,727 | 56,805 |
| National insurance | 937 | 794 | 886 | 579 | 3,196 | 3,109 |
| Pension cost | 1,381 | 1,172 | 1,308 | 855 | 4,716 | 4,729 |
| | <u>31,098</u> | <u>26,378</u> | <u>29,434</u> | <u>19,234</u> | <u>106,144</u> | <u>109,080</u> |
| <i>Total 2017</i> | <u>30,852</u> | <u>28,154</u> | <u>32,100</u> | <u>17,974</u> | <u>109,080</u> | |

OFF THE FENCE TRUST LIMITED
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018**

11. ANALYSIS OF EXPENDITURE BY ACTIVITIES

| | Activities undertaken directly 2018 £ | Support costs 2018 £ | Total 2018 £ | Total 2017 £ |
|-------------------|---|-------------------------------|--------------------|--------------------|
| Schools & Youth | 97,477 | 31,098 | 128,575 | 123,482 |
| Gateway | 80,289 | 26,378 | 106,667 | 115,230 |
| Antifreeze | 124,121 | 29,434 | 153,555 | 147,272 |
| Ministry | 55,703 | 19,234 | 74,937 | 73,338 |
| | <u>357,590</u> | <u>106,144</u> | <u>463,734</u> | <u>459,322</u> |
| <i>Total 2017</i> | <u>350,242</u> | <u>109,080</u> | <u>459,322</u> | |

12. ANALYSIS OF EXPENDITURE BY EXPENDITURE TYPE

| | Staff costs 2018 £ | Depreciation 2018 £ | Other costs 2018 £ | Total 2018 £ | Total 2017 £ |
|--|--------------------------|---------------------------|--------------------------|--------------------|--------------------|
| Expenditure on raising voluntary income | 40,942 | - | - | 40,942 | 41,707 |
| Costs of generating funds | <u>40,942</u> | <u>-</u> | <u>-</u> | <u>40,942</u> | <u>41,707</u> |
| Schools & Youth | 104,317 | - | 24,258 | 128,575 | 123,482 |
| Gateway | 88,486 | - | 18,181 | 106,667 | 115,230 |
| Antifreeze | 98,752 | - | 54,803 | 153,555 | 147,272 |
| Ministry | 64,515 | - | 10,422 | 74,937 | 73,338 |
| Charitable activities | <u>356,070</u> | <u>-</u> | <u>107,664</u> | <u>463,734</u> | <u>459,322</u> |
| Expenditure on governance | <u>-</u> | <u>27,706</u> | <u>1,260</u> | <u>28,966</u> | <u>21,202</u> |
| | <u>397,012</u> | <u>27,706</u> | <u>108,924</u> | <u>533,642</u> | <u>522,231</u> |
| <i>Total 2017</i> | <u>414,590</u> | <u>20,002</u> | <u>87,639</u> | <u>522,231</u> | |

OFF THE FENCE TRUST LIMITED
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018**

13. NET INCOME/(EXPENDITURE)

This is stated after charging:

| | 2018 | <i>2017</i> |
|--|-------------------|-------------------|
| | £ | <i>£</i> |
| Depreciation of tangible fixed assets: | | |
| - owned by the charity | 27,706 | <i>20,002</i> |
| Independent examination | 1,260 | <i>1,200</i> |
| Pension costs | 17,938 | <i>18,305</i> |
| | | <i> </i> |

During the year, no Trustees received any remuneration (2017 - £NIL).
 During the year, no Trustees received any benefits in kind (2017 - £NIL).
 During the year, no Trustees received any reimbursement of expenses (2017 - £NIL).

14. STAFF COSTS

Staff costs were as follows:

| | 2018 | <i>2017</i> |
|-----------------------|----------------|----------------|
| | £ | <i>£</i> |
| Wages and salaries | 357,155 | <i>373,697</i> |
| Social security costs | 21,919 | <i>22,588</i> |
| Other pension costs | 17,938 | <i>18,305</i> |
| | 397,012 | <i>414,590</i> |

The average number of persons employed by the company during the year was as follows:

| | 2018 | <i>2017</i> |
|-------------------------------|-------------|-------------|
| | No. | <i>No.</i> |
| Administration and management | 4 | <i>5</i> |
| Charitable activities | 23 | <i>24</i> |
| | 27 | <i>29</i> |

No employee received remuneration amounting to more than £60,000 in either year.

OFF THE FENCE TRUST LIMITED
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018**

15. TANGIBLE FIXED ASSETS

| | Freehold property £ | Property Improve- ments £ | Plant & machinery £ | Fixtures & fittings £ | Computer equipment £ | Total £ |
|-----------------------|---------------------------|------------------------------------|---------------------------|-----------------------------|----------------------------|----------------|
| Cost | | | | | | |
| At 1 April 2017 | 782,107 | 53,674 | 16,021 | 17,039 | 21,536 | 890,377 |
| Additions | - | - | 28,820 | - | 4,328 | 33,148 |
| At 31 March 2018 | <u>782,107</u> | <u>53,674</u> | <u>44,841</u> | <u>17,039</u> | <u>25,864</u> | <u>923,525</u> |
| Depreciation | | | | | | |
| At 1 April 2017 | 29,949 | 34,685 | 16,021 | 16,813 | 17,625 | 115,093 |
| Charge for the year | 11,092 | 5,370 | 7,205 | 114 | 3,925 | 27,706 |
| At 31 March 2018 | <u>41,041</u> | <u>40,055</u> | <u>23,226</u> | <u>16,927</u> | <u>21,550</u> | <u>142,799</u> |
| Net book value | | | | | | |
| At 31 March 2018 | <u>741,066</u> | <u>13,619</u> | <u>21,615</u> | <u>112</u> | <u>4,314</u> | <u>780,726</u> |
| At 31 March 2017 | <u>752,158</u> | <u>18,989</u> | <u>-</u> | <u>226</u> | <u>3,911</u> | <u>775,284</u> |

Included in land and buildings is freehold land at fair market value of £227,500 (2017 - £227,500), which is not depreciated.

The freehold property acquired during last year was gifted to the charity. The property has been recorded in the financial statements at the fair market value of £455,000 plus renovations at cost.

16. DEBTORS

| | 2018 £ | 2017 £ |
|--------------------------------|--------------|--------------|
| Prepayments and accrued income | <u>1,877</u> | <u>6,062</u> |

17. CREDITORS: Amounts falling due within one year

| | 2018 £ | 2017 £ |
|------------------------------------|--------------|--------------|
| Other taxation and social security | 6,494 | 5,763 |
| Accruals and deferred income | 998 | 1,309 |
| | <u>7,492</u> | <u>7,072</u> |

OFF THE FENCE TRUST LIMITED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018

18. STATEMENT OF FUNDS

STATEMENT OF FUNDS - CURRENT YEAR

| | Balance at 1 April 2017 £ | Income £ | Expenditure £ | Transfers in/out £ | Balance at 31 March 2018 £ |
|---------------------------|---------------------------------|-----------------------|-------------------------|--------------------------|-------------------------------------|
| Unrestricted funds | | | | | |
| General Funds | 566,249 | 295,083 | (155,071) | (133,971) | 572,290 |
| Restricted funds | | | | | |
| Antifreeze | 21,311 | 214,527 | (133,670) | - | 102,168 |
| Ministry | 13,738 | 47,988 | (55,703) | - | 6,023 |
| Schools and youth | - | 25,902 | (98,097) | 72,195 | - |
| Gateway | - | 19,178 | (80,954) | 61,776 | - |
| Building refurbishment | 11,138 | - | (3,861) | - | 7,277 |
| Capital appeal - 2014 | 289,133 | - | (6,286) | - | 282,847 |
| | <u>335,320</u> | <u>307,595</u> | <u>(378,571)</u> | <u>133,971</u> | <u>398,315</u> |
| Total of funds | <u><u>901,569</u></u> | <u><u>602,678</u></u> | <u><u>(533,642)</u></u> | <u><u>-</u></u> | <u><u>970,605</u></u> |

STATEMENT OF FUNDS - PRIOR YEAR

| | <i>Balance at 1 April 2016 £</i> | <i>Income £</i> | <i>Expenditure £</i> | <i>Transfers in/out £</i> | <i>Balance at 31 March 2017 £</i> |
|--------------------------|--|---------------------|--------------------------|-----------------------------------|---|
| Designated funds | | | | | |
| Capital Appeal - 2015 | 40,000 | - | - | (40,000) | - |
| | <u>40,000</u> | <u>-</u> | <u>-</u> | <u>(40,000)</u> | <u>-</u> |
| General funds | | | | | |
| General Funds | 114,712 | 694,753 | (159,156) | (84,060) | 566,249 |
| | <u>114,712</u> | <u>694,753</u> | <u>(159,156)</u> | <u>(84,060)</u> | <u>566,249</u> |
| Total Unrestricted funds | <u>154,712</u> | <u>694,753</u> | <u>(159,156)</u> | <u>(124,060)</u> | <u>566,249</u> |

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018

18. STATEMENT OF FUNDS (continued)

Restricted funds

| | | | | | |
|------------------------|----------------|----------------|------------------|----------------|----------------|
| Antifreeze | 5,661 | 132,114 | (116,464) | - | 21,311 |
| Ministry | 18,228 | 51,000 | (55,490) | - | 13,738 |
| Schools and youth | - | 18,891 | (92,907) | 74,016 | - |
| Gateway | - | 19,565 | (88,065) | 68,500 | - |
| Building refurbishment | 15,000 | - | (3,862) | - | 11,138 |
| Capital appeal - 2014 | 295,420 | - | (6,287) | - | 289,133 |
| Capital appeal - 2015 | 18,456 | - | - | (18,456) | - |
| | <u>352,765</u> | <u>221,570</u> | <u>(363,075)</u> | <u>124,060</u> | <u>335,320</u> |
| Total of funds | <u>507,477</u> | <u>916,323</u> | <u>(522,231)</u> | <u>-</u> | <u>901,569</u> |

The building refurbishment fund is for the refurbishment of the Antifreeze Centre and David Perrin Centre at 37 Portland Road.

The Capital appeal 2014 was established to raise funds for the purchase of a building to house the Antifreeze Centre. The acquisition of 37 Portland Road for this purpose was completed in January 2013.

The Capital appeal 2015 was established to raise funds for the purchase of a building to house the central office and the Gateway project. As no suitable building was found, these funds were transferred to general funds with the consent of all donors.

The Antifreeze fund is used to provide a place for those who find themselves sleeping on the streets of Brighton & Hove.

The Ministry fund is used to show God's love in action and also to inspire and help local churches to be involved better in social outreach.

The Schools and youth fund is used to offer to local schools a reliable, committed and professional service helping them to meet the requirement of providing for the spiritual needs of their students.

The Gateway fund is used to offer to women a professional and quality service that meets the needs of women experiencing emotional distress and to tailor support to their individual needs.

SUMMARY OF FUNDS - CURRENT YEAR

| | Balance at 1 April 2017 £ | Income £ | Expenditure £ | Transfers in/out £ | Balance at 31 March 2018 £ |
|------------------|---------------------------------|----------------|------------------|--------------------------|-------------------------------------|
| General funds | 566,249 | 295,083 | (155,071) | (133,971) | 572,290 |
| | <u>566,249</u> | <u>295,083</u> | <u>(155,071)</u> | <u>(133,971)</u> | <u>572,290</u> |
| Restricted funds | 335,320 | 307,595 | (378,571) | 133,971 | 398,315 |
| | <u>901,569</u> | <u>602,678</u> | <u>(533,642)</u> | <u>-</u> | <u>970,605</u> |

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018

18. STATEMENT OF FUNDS (continued)

SUMMARY OF FUNDS - PRIOR YEAR

| | <i>Balance at 1 April 2016</i> | <i>Income</i> | <i>Expenditure</i> | <i>Transfers in/out</i> | <i>Balance at 31 March 2017</i> |
|------------------|------------------------------------|----------------|--------------------|-----------------------------|---|
| | £ | £ | £ | £ | £ |
| Designated funds | 40,000 | - | - | (40,000) | - |
| General funds | 114,712 | 694,753 | (159,156) | (84,060) | 566,249 |
| | <u>154,712</u> | <u>694,753</u> | <u>(159,156)</u> | <u>(124,060)</u> | <u>566,249</u> |
| Restricted funds | 352,765 | 221,570 | (363,075) | 124,060 | 335,320 |
| | <u>507,477</u> | <u>916,323</u> | <u>(522,231)</u> | <u>-</u> | <u>901,569</u> |

19. ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

| | Restricted funds 2018 | Unrestricted funds 2018 | Total funds 2018 |
|-------------------------------|--------------------------------------|--|---------------------------------|
| | £ | £ | £ |
| Tangible fixed assets | 318,832 | 461,895 | 780,727 |
| Current assets | 79,492 | 117,880 | 197,372 |
| Creditors due within one year | - | (7,494) | (7,494) |
| | <u>398,315</u> | <u>572,290</u> | <u>970,605</u> |

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

| | <i>Restricted funds 2017</i> | <i>Unrestricted funds 2017</i> | <i>Total funds 2017</i> |
|-------------------------------|--------------------------------------|--|---------------------------------|
| | £ | £ | £ |
| Tangible fixed assets | 307,137 | 468,147 | 775,284 |
| Current assets | 28,183 | 105,174 | 133,357 |
| Creditors due within one year | - | (7,072) | (7,072) |
| | <u>335,320</u> | <u>566,249</u> | <u>901,569</u> |

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018

20. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

| | 2018 £ | 2017 £ |
|--|----------------|-----------|
| Net income for the year (as per Statement of Financial Activities) | 69,036 | 394,092 |
| Adjustment for: | | |
| Depreciation charges | 27,706 | 20,002 |
| Decrease/(increase) in debtors | 4,185 | (2,451) |
| Increase/(decrease) in creditors | 420 | (848) |
| Net cash provided by operating activities | 101,347 | 410,795 |

21. ANALYSIS OF CASH AND CASH EQUIVALENTS

| | 2018 £ | 2017 £ |
|--------------|----------------|-----------|
| Cash in hand | 195,494 | 127,295 |
| Total | 195,494 | 127,295 |

22. PENSION COMMITMENTS

The company operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund and amounted to £17,938 (2017 - £18,305).