

**BLUE PITS HOUSING ACTION**

**COMPANY REGISTRATION NUMBER: 07825886**

**CHARITY REGISTRATION NUMBER: 11154280**

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 OCTOBER 2013**

**WEDNESDAY**



**\*A3DOZOT7\***

**A12**

**06/08/2014**

**#252**

**COMPANIES HOUSE**

## **BLUE PITS HOUSING ACTION**

### **INDEX**

<b>PAGE</b>	<b>CONTENTS</b>
1 - 4	DIRECTORS & TRUSTEES REPORT
5	INDEPENDENT EXAMINERS REPORT
6	STATEMENT OF FINANCIAL ACTIVITIES
7	BALANCE SHEET
8 - 11	NOTES TO THE ACCOUNTS
12	TRADITIONAL INCOME & EXPENDITURE ACCOUNT

**BLUE PITS HOUSING ACTION****DIRECTORS' REPORT**

The Director/Trustees (Management Committee Members) present their Report and the Financial Statements for the year ended 31 October 2013.

**Reference, Administrative Information and Governing Document**

The charity is a company limited by guarantee and is registered with the Charity Commission.

Company Registration No. 07825886 Incorporated: 27th October 2011

Charity Registration No. 1154280 Registered: 21st October 2013

The company was established under a Memorandum and Articles of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.

**Directors**

The directors/trustees who held office during the year ended 31 October 2013 were as follows:

Kieran Burke  
Peter Ruddy  
Michelle Warburton  
Kathleen Ince

**Company Secretary**

Peter Ruddy

**Senior Management Team**

Lynn Collins

**Bankers**

Co-operative Bank, 1 Balloon Street, Manchester

**Independent Examiners**

Community Accountancy Service Ltd., The Grange, Pilgrim Drive, Beswick, Manchester M11 3TQ

**Recruitment and Appointment of Management Committee**

By word of mouth, circulated to all social care providers via the internet.

**Trustee Induction and Training**

Provided for all trustees as appropriate.

**Risk Management**

The Trustees identify the major risks to which the charity is exposed each financial year when preparing and updating the strategic plan, in particular those related to the operations and finances of the charity. The Trustees then review any major risks which have been identified and establish systems to mitigate those risks. The charity is satisfied that the systems are in place to mitigate their exposure to the major risks which have been so far identified and reviewed.

**Organisational Structure**

The organisation has a Board of Trustees of up to 4 members who meet quarterly and are responsible for the strategic direction and policy of the charity.

A scheme of delegation is in place and day to day responsibility for the provision of services rests with the manager.

**Related Parties**

In so far as it is complimentary to the charity's objects, the charity is guided by both local and national policy.

## BLUE PITS HOUSING ACTION

### DIRECTORS' REPORT (cont....)

#### **Aims & Objectives**

##### ***Purposes and Aims***

The principal activity of the Company is:

BPHA provide an inclusive, tenant needs-led, high quality accommodation and support service to vulnerable adults that enables them to achieve their full potential and promotes social inclusion.

##### ***Achievements and Performance***

Blue Pits Housing Action is very proud to have achieved the Investors in People Standard award for the first time. In addition, we are one of only two social care providers in Rochdale to have been awarded the new Investors in People Health & Wellbeing Award. The award endorses our commitment to staff wellbeing. In addition, Blue Pits Housing Action was entered on the Register of Charities on 21.10.2013.

#### **How Our Activities Deliver Public Benefit**

**Our charity's purposes as set out in the objects contained in the company's memorandum of association are to:**

To carry on for the benefit of the community the business of providing social housing and any associated amenities, services, advice or assistance for persons:

- ~ in necessitous circumstances upon terms appropriate to their means;
- ~ for whom it would be charitable to provide housing.

To promote or carry out any other charitable purpose that can be carried out by a company registered as a social landlord with the tenant services authority or such similar authority from time to time.

##### **The aims of Blue Pits Housing Action are:**

- ~ To provide high quality accommodation which meets the needs of vulnerable people
- ~ To improve the overall health and wellbeing of vulnerable people with complex mental health needs, including those with a dual diagnosis.
- ~ To enable people to develop and maintain the skills and competencies they need to return to, or remain, living independently in their own home.
- ~ To minimise the need for secondary health and social care provision.
- ~ To promote integration and reintegration among socially excluded groups and those leaving institutions of confinement.

**BLUE PITS HOUSING ACTION****DIRECTORS' REPORT (cont....)****Financial Review**

Blue Pits Housing Action benefits from two statutory funding streams via Rochdale MBC for its support and housing management services.

Our annual Adult Care grant for support provision has been maintained up to March 2014.

Our proposed rent and service charges have now been agreed by the Principal Housing Officer for Rochdale MBC Housing Benefit service and will be paid for all existing and future supported tenancies.

**Principal Funding Sources**

Principal funding sources are grants from Supporting People.

**Investment Policy**

Aside from retaining a prudent amount in reserves each year, most of the charity's funds are to be spent in the short term so there are few funds for any longer term investment.

**Reserves Policy**

We are currently seeking advice in how to adopt a reserves policy.

**Plans for Future Periods**

The charity plans to continue the activities outlined above in the forthcoming years subject to satisfactory funding arrangements. The Rochdale Metropolitan Borough Council (Local Authority) indicate that our block funding contract to provide housing support services to our clients will be extended until March 2015. This gives the service manager an additional 12 month time frame to raise the profile of the charity and ready the charity for the future social care funding environment.

The charity will also continue to work towards the Standard Implementation of Practical Quality Assurance System for Small Organisations (PQASSO). PQASSO is a quality assurance system that is designed specifically for use by not for profit organisations, and it has 12 quality areas:-

- ~ Planning
- ~ Governance
- ~ Leadership and Management
- ~ User Centred Service
- ~ Managing People
- ~ Learning and Development
- ~ Managing Money
- ~ Managing Resources
- ~ Communication and Promotion
- ~ Working with Others
- ~ Monitoring and Evaluation
- ~ Results

The charity will begin the process of becoming a Care Quality Commission (CQC) registered provider of homecare services. This will afford the charity an opportunity to tender for health care funded homecare services as well as "future-proof" the organisation in an arena of rapidly changing, local funding arrangements for mental health homecare, supported living and other social care services.

**BLUE PITS HOUSING ACTION****DIRECTORS' REPORT (cont....)****Trustees' Responsibilities**

The trustees (who are also directors of Blue Pits Housing Action for the purposes of company law) are responsible for preparing the Trustees' Annual 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, which 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 those financial statements, the trustees are required to:

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

The trustees are responsible for keeping proper accounting records, that disclose with reasonable accuracy, at any time, the financial position of the charitable company and enable them to ensure that the accounts 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.

**Registered Office:**

38 Carr Avenue  
Prestwich  
Manchester  
M25 9TP

Signed on Behalf of the Board:



Peter Ruddy

Date: 16/7/2014

## Independent examiner's report to the trustees of BLUE PITS HOUSING ACTION

I report on the accounts of the company for the year ended 31<sup>st</sup> October 2013, which are set out on pages 6 to 11.

### Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity is required by company law to prepare accrued accounts and I am qualified to undertake the examination by being a qualified member of The Association of Chartered Certified Accountants.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

### Basis of independent examiner's report

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

### Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006, ; and
  - with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

AM King FCCA

*A.M. King*

Community Accountancy Service Ltd

The Grange, Pilgrim Drive, Beswick, Manchester, M11 3TQ

Date: 31.07.14

## BLUE PITS HOUSING ACTION

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 OCTOBER 2013

		Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		Year Ended 31st October 2013 £	Year Ended 31st October 2013 £	Year Ended 31st October 2013 £	Year Ended 31st October 2012 £
Notes					
<b>INCOMING RESOURCES</b>					
<b>Voluntary Income:</b>					
	Donations	72	-	72	-
<b>Incoming resources from generated funds:</b>					
Activities for generating funds:					
	Bank Interest	16	-	16	10
<b>Incoming resources from charitable activities:</b>					
	Grants	(2) 288,711	-	288,711	65,922
	Trip Income	1,670	-	1,670	-
	Miscellaneous Income	2,995	-	2,995	-
	<b>Total incoming resources</b>	<b>293,464</b>	<b>-</b>	<b>293,464</b>	<b>65,932</b>
<b>RESOURCES EXPENDED</b>					
	Charitable activities	(5) 271,459	-	271,459	61,127
	Support Costs	(5) 10,806	-	10,806	1,277
	Governance costs	(5) 673	-	673	420
	<b>Total resources expended</b>	<b>282,938</b>	<b>-</b>	<b>282,938</b>	<b>62,824</b>
	<b>Net movement in funds</b>	<b>10,526</b>	<b>-</b>	<b>10,526</b>	<b>3,108</b>
	Transfers between funds	(11) -	-	-	-
<b>Reconciliation of funds</b>					
	Total funds brought forward	(11) 3,108	-	3,108	-
	<b>Total funds carried forward</b>	<b>(11) 13,634</b>	<b>-</b>	<b>13,634</b>	<b>3,108</b>

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

The notes on pages 8 to 11 form part of these accounts.



## BLUE PITS HOUSING ACTION

COMPANY REGISTRATION NUMBER: 07825886

## BALANCE SHEET AS AT 31 OCTOBER 2013

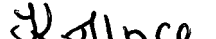
	Notes	2013		2012	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible Fixed Assets	(8)		733		-
<b>CURRENT ASSETS</b>					
Debtors	(9)	14,099		221	
Cash at Bank and in Hand		<u>2,512</u>		<u>9,064</u>	
		16,611		9,285	
<b>CREDITORS:</b>					
Amounts falling due within one year	(10)	<u>(3,637)</u>		<u>(6,177)</u>	
<b>PROVISION FOR LIABILITIES AND CHARGES</b>					
Deferred Taxation			(73)		-
<b>NET CURRENT ASSETS</b>			12,974		3,108
<b>NET ASSETS</b>			<u>13,634</u>		<u>3,108</u>
<b>ACCUMULATED FUNDS</b>					
Unrestricted Funds	(11)		13,634		3,108
			<u>13,634</u>		<u>3,108</u>

For the year in question the company was entitled to the exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

- The members have not required The company to obtain an audit of its accounts for the year in question in accordance with section 476.
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

Approved on behalf of the Board :

Peter Ruddy  Director

Kathleen Ince  Director

Date: 31/7/2014

The notes on pages 8 to 11 form part of these accounts.



## BLUE PITS HOUSING ACTION

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2013 (cont....)

## 3 Net incoming resources for the year

	Year Ended 31st October 2013 £	Year Ended 31st October 2012 £
This is stated after charging:		
Depreciation on owned Assets	367	-
Accountancy	840	840
	<u>840</u>	<u>840</u>

## 4 Taxation

The organisation is to apply for exemption from income and gains falling within section 505 of the Taxes Act 1988 of s256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity. The organisation is not VAT registered.

## 5 Total Resources Expended

	Basis of Allocation	Housing Management	Total	Total
		Year Ended 31st October 2013 £	Year Ended 31st October 2013 £	Year Ended 31st October 2012 £
<b>Charitable Activities</b>				
Employment Costs	Direct	130,342	130,342	57,162
Staff Training	Direct	320	320	415
Property Rents	Direct	135,120	135,120	-
Donations to BPAG	Direct	3,500	3,500	-
Subscriptions	Direct	81	81	3,000
Trips & Activities	Direct	1,354	1,354	550
Consultancy	Direct	225	225	-
Depreciation	Direct	367	367	-
Sundry	Direct	150	150	-
		<u>271,459</u>	<u>271,459</u>	<u>61,127</u>
<b>Support Costs</b>				
Payroll Bureau Charges	Direct	739	739	261
Stationery, Photocopying & Printing	Direct	952	952	116
Telephone & Internet	Direct	102	102	-
Repairs	Direct	3,080	3,080	-
Suspense	Direct	1,413	1,413	-
Rent & Room Hire	Direct	4,500	4,500	900
Insurance	Direct	20	20	-
		<u>10,806</u>	<u>10,806</u>	<u>1,277</u>
<b>Governance Costs</b>				
Taxation	Direct	73	73	-
Accountancy	Direct	600	600	420
		<u>673</u>	<u>673</u>	<u>420</u>
<b>Total Costs</b>		<u>282,938</u>	<u>282,938</u>	<u>62,824</u>

## BLUE PITS HOUSING ACTION

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2013 (cont....)

**6 Staff Costs and Numbers**

Staff costs were as follows:

	Year Ended 31st October 2013 £	Year Ended 31st October 2012 £
Wages and Salaries	122,963	52,563
Social Security Costs	7,379	4,599
	<u>130,342</u>	<u>57,162</u>

No employee earned £60,000 per annum or more.

The average number of employees, calculated on the basis of full time equivalents, was as follows:

Administration	1	-
Services	5	4
	<u>6</u>	<u>4</u>

The charity does not operate a pension scheme for its employees.

**7 Trustee Remuneration and Related Party Transactions**

No members of the management committee received any remuneration or travel costs during the year.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year (2012 - £nil).

**8 Tangible Fixed Assets**

	Computers £	Total £
<b>Cost</b>		
At 01.11.12	-	-
Additions	1,100	1,100
At 31.10.13	<u>1,100</u>	<u>1,100</u>
<b>Accumulated Depreciation</b>		
At 01.11.12	-	-
Charge	367	367
At 31.10.13	<u>367</u>	<u>367</u>
<b>Net Book Value</b>		
At 31.10.13	<u>733</u>	<u>733</u>
At 31.10.12	<u>-</u>	<u>-</u>

**9 Debtors**

	Year Ended 31st October 2013 £	Year Ended 31st October 2012 £
Debtors & Accrued Income	13,447	-
Prepayments	652	221
	<u>14,099</u>	<u>221</u>

## BLUE PITS HOUSING ACTION

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2013 (cont....)

## 10 Creditors: Amounts Falling Due within One Year

	Year Ended 31st October 2013 £	Year Ended 31st October 2012 £
Creditors	3,037	4,857
Accruals	600	1,320
	<u>3,637</u>	<u>6,177</u>

## 11 Movements in Funds

	Balance 1 November 2012 £	Incoming £	Outgoing £	Transfers £	Balance 31 October 2013 £
<b>Unrestricted Funds</b>					
General Funds	3,108	293,464	(282,938)	-	13,634
Total Unrestricted Funds	<u>3,108</u>	<u>293,464</u>	<u>(282,938)</u>	<u>-</u>	<u>13,634</u>
<b>Total Funds</b>	<u>3,108</u>	<u>293,464</u>	<u>(282,938)</u>	<u>-</u>	<u>13,634</u>

## 12 Analysis of Net Assets Between Funds

	Unrestricted Funds £	Restricted Funds £	Total 2013 £
Tangible Fixed Assets	733	-	733
Current Assets	16,611	-	16,611
Current Liabilities	(3,710)	-	(3,710)
Net Assets at 31 October 2013	<u>13,634</u>	<u>-</u>	<u>13,634</u>

## BLUE PITS HOUSING ACTION

TRADITIONAL INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31 OCTOBER 2013

INCOME:	Year Ended 31st October 2013		Year Ended 31st October 2012	
	£	£	£	£
Grants:				
Adult Care Grant		288,711		65,922
Donations	72		-	
Bank Interest	16		10	
Trip Income	1,670		-	
Miscellaneous Income	2,995	4,753	-	10
		<u>293,464</u>		<u>65,932</u>
<b>EXPENDITURE:</b>				
Employment Costs	130,342		57,162	
Staff Training	320		415	
Property Rents	135,120		-	
Donations to BPAG	3,500		-	
Subscriptions	81		3,000	
Trips & Activities	1,354		550	
Consultancy	225		-	
Depreciation	367		-	
Sundry	150		-	
Payroll Bureau Charges	739		261	
Stationery, Photocopying & Printing	952		116	
Telephone & Internet	102		-	
Repairs	3,080		-	
Suspense	1,413		-	
Rent & Room Hire	4,500		900	
Insurance	20		-	
Taxation	73		-	
Accountancy	600		420	
		<u>282,938</u>		<u>62,824</u>
Surplus for the Year		<u><u>10,526</u></u>		<u><u>3,108</u></u>