

**LIGHT PROJECT PETERBOROUGH**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2020**

# LIGHT PROJECT PETERBOROUGH

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Maureen Woodd Christopher Walford (Chair) Sheila Bucknell Sarah Brown Jan Armitage Marcia Green Elizabeth Standbrook	(Appointed 18 September 2019) (Appointed 18 September 2019)
<b>Charity number</b>	1159764	
<b>Registered office</b>	The Garden House Wheel Yard Minster Precincts Peterborough PE1 1XS	
<b>Independent examiner</b>	Mark Jackson FCA DChA Azets Ruthlyn House 90 Lincoln Road Peterborough Cambridgeshire PE1 2SP	

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# LIGHT PROJECT PETERBOROUGH

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# LIGHT PROJECT PETERBOROUGH

## TRUSTEES' REPORT

**FOR THE YEAR ENDED 31 MARCH 2020**

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The trustees present their report and financial statements for the year ended 31 March 2020.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements 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 (FRS 102) (effective 1 January 2019)".

### **Objectives and activities**

The purpose of the charity is the relief and prevention of poverty and the promotion and preservation of good health by way of providing funds, goods and services to vulnerable individuals, specifically but not exclusively to the homeless or socially isolated, including the provision and facilitation of accommodation, information, advice and guidance, as well as quality support, also via churches to be determined by the charity.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

### **Achievements and performance**

Light Project Peterborough (LPP) serves the community through several different exciting projects. Highlights of the project's activities are detailed below:

#### **City Centre Chaplaincy**

City Centre Chaplaincy is the longest running project of LPP and is now in its 11th year of operation. The project is run in partnership with Churches Together in Central Peterborough who provide an annual grant towards the cost of operation.

The team of volunteer chaplains maintains its number of between 6-10 people reaching out onto the streets every week. Four separate venues have been supported most Friday mornings along with an afternoon team that works outside, on and around Peterborough Cathedral Square.

The morning teams are based at four locations. Two are at Wetherspoons pubs 'The Drapers Arms' where the team has become part of the fabric of the community for 8 years and the 'College Arms' where a team was set up at the direct request of Weatherspoon's management in September 2016. Other venues are the Argo Lounge and Sir Henry Royce. In each location the team seeks to reach out to the regulars through a variety of innovative activities all of which create opportunities for conversations about faith and life matters.

The afternoon team carries out most of its activities outside, usually on or around the Cathedral Square where there is constant interaction with people who are going about their everyday lives shopping, lunching, or working. The team undertakes different activities such as 'free hugs', free water on a hot day or umbrellas on a rainy day.

The response from the public to our teams is usually one of interest and the innovative nature of the activities creates opportunities for conversations and interaction.

The leadership of the Peterborough Chaplaincy Forum continues to be under the chair of LPP and this networking space alongside the Cambridgeshire Workplace Chaplaincy group continues to provide opportunities for chaplains to develop good practice.

Due to the Covid19 pandemic a decision was made to stand the team down, of which was a real challenge for the volunteers and in turn, those that they offer chaplaincy support to. This team is now gently returning to its street work, with the re-commissioning and a blessing undertaken by Peterborough Cathedral Canon Missioner on 18th September 2020.

# LIGHT PROJECT PETERBOROUGH

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2020**

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### **Peterborough Winter Night Shelter**

2019/20 was the Peterborough Winter Night Shelter's (PWNS) 5th full season of operation and it was again deemed a great success by Peterborough City Council (PCC) and other partners in the city. PWNS is part of partnership activities where people sleeping on the streets can be supported by real love and care to find new hope for the future. All 'guests' are supported with an action plan to help them progress and year on year success can be seen by few/if any returners from the previous year.

The PWNS increased its planned length to 20 weeks in this winter season with 15 churches working together. Church communities offered an evening meal, bed and breakfast and friendly and welcoming hosting, treating each and every 'guest' with real love and respect.

Unfortunately, due to the Covid19 pandemic and subsequent guidance from government the PWNS had to close early, on March 26th, 2020. However, the outcomes of the important work continue to give real joy to all those involved.

This 5th season saw some amazing outcomes:

- From 25th November 2019 through to 26th March 2020: 17 weeks and 4 days or 123 nights were offered to help people move off the streets
- In this time 984 beds were made available of which 867 were used
- 57 referrals were taken from PCC with 49 people moving into accommodation
- 7,581 volunteering hours were given over the course of the project
- Based on the National Living Wage of £8.21 this equates to a contribution of £62,240.01 to the cities work to support people who are homeless.

2020/21 will be a real challenge for the PWNS 'family'. Due to government guidelines on Covid-19 the night shelter cannot operate in the same manner it has previously. The steering group has been meeting regularly over the summer of 2020 (with input from Housing Justice, Public Health England [PHE], The Ministry of Housing Communities and Local Government [MHCLG] and PCC senior officers) with church coordinators working alongside LPP leadership to consider the best response. There is real energy to undertake support and fill the gaps that the local authority cannot offer, and although there will be sadness in change, there is a real expectance that the church will once again rise up to the new challenges to respond to those in most need.

# LIGHT PROJECT PETERBOROUGH

## TRUSTEES' REPORT (CONTINUED)

### *FOR THE YEAR ENDED 31 MARCH 2020*

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#### **The Garden House**

Set at the heart of Peterborough city centre The Garden House daytime service for people sleeping rough, is open 6 days per week and has firmly placed itself at the centre of helping people move off the streets in the city. Set within beautiful Peterborough Cathedral grounds the beauty of the space adds real peace and therapeutic value to engagement with people who come with some of the most challenging life stories.

From April 1st 2019 to 31st March 2020 305 different people received love and support to progress and fulfil their amazing potential through the Garden House.

Space is offered to multiple organisations and agencies to operate as a one stop shop to support people on the streets. Working closely with PCC, LPP hosts 5 members of the Local Authority 'Rough Sleeper Outreach Team' from the Housing Needs department.

This provides immediate support with assessment and referral into accommodation in a neutral non-threatening environment. Every person who comes through the doors is supported to access a local authority housing assessment in line with the Homeless Reduction Act 2017. This will open up pathways into supported accommodation, private rented sector, long term homes and support to move back home whether that be another place in the UK or different country.

The relationship and drop in activities across the health sector continues to develop with a local GP delivering 23 sessions across the year, supported by a local nurse who attends the Garden House on a weekly basis. This entry point into primary care services has proved critical in identifying life threatening health needs and ensuring those who do not normally access ongoing health support, do so.

These health activities are supported by such as Art Therapy and Chiropractic. Counselling services (Cambridgeshire Consultancy in Counselling) have delivered 54 sessions, drug and alcohol practitioners (CGL Aspire) 43 sessions, and broader holistic support such as hairdressing has seen the heads of 68 people made smarter and tidier boosting self esteem and a sense of being loved. These professionals are in and out all the time, working alongside the LPP team and providing links into other services that deliver more ongoing specialist support. A great development in this area has been the addition of a mental health navigator who is based at the Garden House full time. Not only does this offer the on the ground 'team' support to everyone who comes through the doors, the navigator has a caseload to pick up more complex cases that need further primary and secondary mental health care interventions.

Another addition in this period has been the work to support Non-UK residents. A new EU navigator works out of the Garden House, skilled in diverse cultural and language understanding. Particular work in this area is movement into work (supported by Reed Recruitment drop-ins) and access to paperwork and migration status information through foreign embassies. To compliment this another partner PARCA (Peterborough Asylum and Refugee Community Association) delivered 31 sessions to provide information and support about the EU Settled Status scheme. This has provided greater equality and access to those who may not have had any knowledge or the facilities to make this application.

During the pandemic and subsequent lockdown, the Garden House partnership reduced its services significantly but maintained contact with all people sleeping on the streets. The team worked extremely hard to maintain an open service within strict parameters to ensure this vulnerable group of people continued to receive support.

The Garden House has now been sold and Peterborough Cathedral have offered next steps accommodation. The future is exciting with the potential to develop a real fit for purpose center in Peterborough. Working alongside the church community and health, housing, and employment services to provide a longer term strategy to reducing the number of people on the streets. This change of location has given an opportunity for a far reaching consultation to inform the future.

# LIGHT PROJECT PETERBOROUGH

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2020

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Over the period May-July 2020 395 consultees informed this piece of work including:

- Elected representatives – including our MP, the Deputy Leader and other senior PCC Councillors
- Strategic and policy leads in PCC, Cambridgeshire and Peterborough Combined Authority and Cambridgeshire and Peterborough NHS Foundation Trust (CPFT) covering areas including: Physical and Mental Health; Housing Needs and Housing Related Support;
- Police and Community Safety; Drugs and Alcohol Misuse; Domestic Abuse and Sexual Violence.
- Wider partners – including: Safer off the Streets Partnership, Jobcentre Plus, Reed in Partnership and other support organisations (e.g. Street Vets), Peterborough Cathedral and other Churches (including City Centre Chaplaincy).
- Practitioners – including those suggested by strategic partners.

And...most importantly 40 service users 'guests' were consulted.

A great example of strong co-operative working and support during the pandemic that gives good evidence of a real interest in this project. Of the 395 people consulted in response to one of the survey considerations 'How important is it to develop a new garden house?' 90% stated this was 'Very important' and 7% 'Important', a real encouragement to continue this work in the city. This comprehensive and thorough exercise has added learning and important insights to how the Garden House should look for the future.

#### **Across Peterborough**

Across Peterborough (AP) is a website that showcases the amazing work undertaken by the church and other good community organisations across the city. AP provides information about events that help people and good news stories, and continues to increase its reach with a weekly mailout to subscribers. In 2019/20 the mailing list increased to over 300 users with the present standing of 362 active subscribers.

To reflect the growth of users and the need to keep people informed in a user friendly way a new website was developed and launched in 2019. More time has been actively dedicated to cross posting on the AP Facebook page, which now has over 400 followers receiving updates.

The reach of the website continues to grow, as it continues to build bridges between projects and people through the medium of the internet, ultimately to the end of helping those who need support to engage with community services and support.

Lockdown has caused challenges as many services and activities have ceased to be able to function as in previous times. However, as matters pick up and churches and organisations adapt to current times there is an expectation that AP will again increase its impact on building bridges and sharing good news across the city.

Currently there are 95 churches on the AP directory, enabling people who would require pastoral support access to information about local church communities. Increasing church contacts and connectivity through the AP medium will continue to be an area for development across 2020/21.

# LIGHT PROJECT PETERBOROUGH

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2020

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#### Response to the Covid 19 pandemic

27th March 2020 saw a move and significant increase of LPP resources into supporting the Covid-19 pandemic response to move all rough sleepers off the streets in Peterborough.

Upon request from PCC a 'Rest' centre was created at one of the local hotels, with LPP taking the lead on support. Due to the excellent relationships the LPP team have with people sleeping rough within a day 25 people had moved in, within 4 days 50 had moved in and within a week over 80 people who were on the streets were being supported with food, warmth, love and wrap around services; including mental health, employment and drugs and alcohol support.

Daily management meetings with PCC, PHE and Cambridgeshire Constabulary have enabled this piece of work to keep this vulnerable group safe from the pandemic, with no confirmed Covid-19 cases evident. 24 hour security has supported these and other safety arrangements.

From 27th March 2020 through to end of August 2020 at its peak over 100 people were supported across 3 hotels (24 hour support staff across 7 days in place) with many successfully responding to the support to move into accommodation. The rest centre's have complimented wider emergency accommodation services in the city and now the impact is as follows;

- Total number provided with emergency accommodation at some point 176 households
- Number still in emergency accommodation 54
- Number in hotel rest centre 34 households
- Number evicted from emergency 17 households
- Number found longer-term accommodation by the council or its partners 67 households
- Number who have left emergency accommodation of their own accord 10 households

This ongoing work and partnership will continue into 2021 responding according to government guidance and the needs of people sleeping on the streets.

#### Floating Support

The 'Rest' centre activity provided a platform to build on with many people and it was crucial that this significant investment of resources to get everybody off the streets should be built upon.

In August 2020 LPP launched and is leading a Peterborough Multi Agency Floating Support team with partner staff included from Cross Keys Homes and the Longhurst Group (Registered Social Landlords).

Previously Peterborough had 3 floating supporting workers to help newly placed people from the streets make and sustain their new homes. Now, under the leadership of LPP there are 6 in the team which will increase to 8 in the coming months. This team will support up to 100 people in their new homes, working hard to ensure they do not return to the streets.

On ongoing evaluation of this work has been secured and will be completed early 2021 with the hope to secure a team that is strong and stable for the coming years.



# LIGHT PROJECT PETERBOROUGH

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2020**

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### **In Summary**

Another good year in maintaining and developing the charitable services of LPP. Art exhibitions from the street, participation in the Great Eastern run by 'guests', volunteers and staff and Christmas Carols by candlelight at the Garden House for our many volunteers are amongst some of the wonderful events that have further brought people together to view and celebrate the work.

However, with many positives in the mind, the principal risks facing Light Project Peterborough are:

- COVID19 impact: The impact of the pandemic has been to significantly reduce the amount of income from fundraising events on behalf of the charity, and donations from individuals and organisations. The trustees have therefore implemented a fundraising project to mitigate these losses.
- Reliance on local authority funding: The charity is currently reliant on local authority grant funding which is not guaranteed beyond one year, and changes its focus at short notice. The trustees have identified this risk and are working to widen its funding stream through growing its donor base and making grant applications.
- Uncertainty as to the base for operations: LPP has benefitted from two settled years at Garden House but will need to move from its current base in 2021. Trustees have been working to minimise the disruption and identify a suitable alternative (this process was strengthened by the consultation process which has been undertaken in 2020). A new site for Garden House has been identified and a project team appointed to manage that transition.
- Expansion of services provided: LPP is increasingly an approved provider for a range of local authority services in support of homelessness. The short term nature of funding results in short, fixed term staffing which hinders a strong development of the service. Trustees are cognisant of this risk and only approve service expansion where it fits within the charity's objectives, and suitable staff can be identified.

Moving forward volunteers and supporters will be critical and ensuring that evidence of impact on people's lives is gathered and shared more effectively and widely. To this end investment has been made in management information systems which not only helps support people more effectively but will in turn provide a richer evidence to those who view and support the work. Fundraising work and supporter relationships have increased with an increase in wider grant applications and relationships on social media with the 6,000 plus followers on Facebook still growing, to be greater realized.

Over 600 people joined together in June 2019 to celebrate the work and charitable activities of LPP at Peterborough Cathedral, the support base is strong. This was an uplifting occasion with many stories from people's lives who have been changed, and a real encouragement to see so many people in attendance for staff and volunteers alike. Furthermore, all were humbled to be honoured by a visit to the Garden House from HRH Duke of Cambridge. Most touching were the stories of life change we heard from guests and the Duke's evident interest in the people we serve.

Work is afoot to discern the coming years with strategic planning that will see a vision reinvigorated, and a clear path of service to the city over 2020-2023. Much faith filled prayer and reflection is being put in place to support this.

### **Financial review**

The charity's income comes almost entirely from grants and donations. The majority of the expenditure relates to the direct delivery of the projects being run.

The trustees aim to maintain reserves sufficient to cover the general running costs and to allow the charity to continue with its existing projects as well as embarking on new ones.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

# LIGHT PROJECT PETERBOROUGH

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2020**

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### Structure, governance and management

Light Project Peterborough is constituted as a charitable incorporated organisation with the Charity Commission under charity number 1159764. It is governed by an original constitution dated 5 August 2014 as amended on 1 September 2018 and 11 April 2019.

The charity trustees are responsible for the general control and management of the charity. The trustees give their time freely and receive no remuneration or other financial benefits.

The existing trustees are responsible for the recruitment of new trustees and they have developed a comprehensive induction process.

The trustees who served during the year and up to the date of signature of the financial statements were:

Maureen Woodd

Ian Black

(Resigned 30 April 2020)

Christopher Walford (Chair)

Sheila Bucknell

Sarah Brown

Jan Armitage

Marcia Green

(Appointed 18 September 2019)

Elizabeth Standbrook

(Appointed 18 September 2019)

Rachel Hilditch

(Resigned 18 September 2019)

The trustees' report was approved by the Board of Trustees.

**Christopher Walford (Chair)**

Trustee

Dated: 21 October 2020

# LIGHT PROJECT PETERBOROUGH

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF LIGHT PROJECT PETERBOROUGH

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I report to the trustees on my examination of the financial statements of Light Project Peterborough (the charity) for the year ended 31 March 2020.

#### **Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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 financial statements to be reached.

Mark Jackson FCA DChA  
Azets  
Ruthlyn House  
90 Lincoln Road  
Peterborough  
Cambridgeshire  
PE1 2SP

Dated: 10 November 2020

# LIGHT PROJECT PETERBOROUGH

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2020

	Notes	Unrestricted funds 2020 £	Designated funds 2020 £	Restricted funds 2020 £	Total 2020 £	Total 2019 £
<b><u>Income and endowments from:</u></b>						
Donations and legacies	3	76,107	-	124,989	201,096	128,200
Other income	4	462	-	-	462	100
<b>Total income</b>		<u>76,569</u>	<u>-</u>	<u>124,989</u>	<u>201,558</u>	<u>128,300</u>
<b><u>Expenditure on:</u></b>						
Charitable activities	5	52,540	1,540	102,452	156,532	93,963
<b>Net incoming resources before transfers</b>		<u>24,029</u>	<u>(1,540)</u>	<u>22,537</u>	<u>45,026</u>	<u>34,337</u>
Gross transfers between funds		<u>(3,685)</u>	<u>23,096</u>	<u>(19,411)</u>	<u>-</u>	<u>-</u>
<b>Net income for the year/ Net movement in funds</b>		<u>20,344</u>	<u>21,556</u>	<u>3,126</u>	<u>45,026</u>	<u>34,337</u>
Fund balances at 1 April 2019		<u>14,786</u>	<u>-</u>	<u>65,240</u>	<u>80,026</u>	<u>45,689</u>
<b>Fund balances at 31 March 2020</b>		<u><u>35,130</u></u>	<u><u>21,556</u></u>	<u><u>68,366</u></u>	<u><u>125,052</u></u>	<u><u>80,026</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

# LIGHT PROJECT PETERBOROUGH

## BALANCE SHEET

AS AT 31 MARCH 2020

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	Notes	2020 £	£	2019 £	£
<b>Fixed assets</b>					
Tangible assets	8		21,556		-
<b>Current assets</b>					
Debtors	9	44,655		20,784	
Cash at bank and in hand		70,506		66,781	
		<u>115,161</u>		<u>87,565</u>	
<b>Creditors: amounts falling due within one year</b>	10	<u>(11,665)</u>		<u>(7,539)</u>	
Net current assets			<u>103,496</u>		<u>80,026</u>
<b>Total assets less current liabilities</b>			<u><u>125,052</u></u>		<u><u>80,026</u></u>
<b>Income funds</b>					
Restricted funds	11		68,366		65,240
Designated funds			21,556		-
Unrestricted funds			35,130		14,786
			<u>125,052</u>		<u>80,026</u>

The financial statements were approved by the Trustees on 21 October 2020

Christopher Walford (Chair)  
**Trustee**

# LIGHT PROJECT PETERBOROUGH

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2020

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#### 1 Accounting policies

##### Charity information

Light Project Peterborough is a charitable incorporated organisation registered in England and Wales.

##### 1.1 Accounting convention

The financial statements have been prepared in accordance 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 (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements 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 Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

##### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

##### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Designated funds are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.

##### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

# LIGHT PROJECT PETERBOROUGH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

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### 1 Accounting policies (Continued)

#### 1.5 Expenditure

Policy for recognition of liabilities is as soon as there is a legal or constructive obligation committing the charity to expenditure.

Expenditure is included on an accruals basis. All costs have been allocated directly to a charitable activity and therefore there are no support costs to allocate between activities.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Motor vehicles	20% straight line
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

#### 1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.8 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

# LIGHT PROJECT PETERBOROUGH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

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### 3 Donations and legacies

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Total 2019 £
Church contributions	5,669	577	6,246	6,251
Individual and corporate donations	61,396	10,395	71,791	55,959
Gift aid tax reclaim	1,042	-	1,042	3
Grants	8,000	114,017	122,017	65,987
	<u>76,107</u>	<u>124,989</u>	<u>201,096</u>	<u>128,200</u>

### 4 Other income

	Unrestricted funds 2020 £	Total 2020 £	Total 2019 £
Other income	<u>462</u>	<u>462</u>	<u>100</u>



# LIGHT PROJECT PETERBOROUGH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

### 5 Charitable activities

	2020	2019
	£	£
Staff costs	83,221	15,861
Depreciation and impairment	1,540	-
Winter night shelter	10,647	18,455
Day centre	44,721	23,635
Chaplaincy	1,094	866
Hope for Peterborough	-	750
Telephone, internet and website costs	1,528	204
Vehicle costs	225	3,652
Workshops	-	200
Office rent	-	700
Office expenses	378	1,194
Computer expenses	4,064	761
Bank charges	404	60
Professional fees	6,726	288
Property consultancy	-	1,800
Other project and consultancy costs	1,984	25,537
	<u>156,532</u>	<u>93,963</u>
<b>Analysis by fund</b>		
Unrestricted funds	52,540	10,828
Designated funds	1,540	12,370
Restricted funds	102,452	70,765
	<u>156,532</u>	<u>93,963</u>

### 6 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

# LIGHT PROJECT PETERBOROUGH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

### 7 Employees

#### Number of employees

The average monthly number of employees during the year was:

2020 Number	2019 Number
4	1

#### Employment costs

	2020 £	2019 £
Wages and salaries	75,370	15,601
Social security costs	6,350	165
Other pension costs	1,501	95
	<u>83,221</u>	<u>15,861</u>

### 8 Tangible fixed assets

	Motor vehicles £
<b>Cost</b>	
Additions	23,096
At 31 March 2020	<u>23,096</u>
<b>Depreciation and impairment</b>	
Depreciation charged in the year	1,540
At 31 March 2020	<u>1,540</u>
<b>Carrying amount</b>	
At 31 March 2020	<u>21,556</u>

### 9 Debtors

	2020 £	2019 £
<b>Amounts falling due within one year:</b>		
Prepayments and accrued income	<u>44,655</u>	<u>20,784</u>

# LIGHT PROJECT PETERBOROUGH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

### 10 Creditors: amounts falling due within one year

	2020	2019
	£	£
Other taxation and social security	1,608	-
Trade creditors	6,487	-
Other creditors	343	70
Accruals and deferred income	3,227	7,469
	<u>11,665</u>	<u>7,539</u>

### 11 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds				Balance at 31 March 2020 £
	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Transfers £	
Winter night shelter	15,000	51,924	(27,890)	(23,096)	15,938
Homelessness	48,890	71,265	(67,727)	-	52,428
Chaplaincy	1,350	1,800	(6,835)	3,685	-
	<u>65,240</u>	<u>124,989</u>	<u>(102,452)</u>	<u>(19,411)</u>	<u>68,366</u>

The Winter Night Shelter and Homelessness funds are restricted funds set up to receive grants and donations specifically related to the Peterborough Winter Night Shelter and homeless day care provision. It consists of a variety of grants from different organisations as well as many one of private donations and some regular monthly donors.

Chaplaincy: This is a restricted fund that has been set up to receive grants and donations specifically related to the work of the City Centre Chaplaincy Team. An annual grant from Churches Together in Central Peterborough is a major contributor to this fund. The transfer relates to costs incurred in excess of the restricted funds raised.

# LIGHT PROJECT PETERBOROUGH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2020

#### 12 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2019	Resources expended	Transfers	Balance at 31 March 2020
	£	£	£	£
Fixed asset fund	-	(1,540)	23,096	21,556
	<u>-</u>	<u>(1,540)</u>	<u>23,096</u>	<u>21,556</u>
	<u>-</u>	<u>(1,540)</u>	<u>23,096</u>	<u>21,556</u>

The designated fund relates to the book value of fixed assets.

#### 13 Analysis of net assets between funds

	Unrestricted funds 2020	Designated funds 2020	Restricted funds 2020	Total 2020	Total 2019
	£	£	£	£	£
Fund balances at 31 March 2020 are represented by:					
Tangible assets	-	21,556	-	21,556	-
Current assets/(liabilities)	35,130	-	68,366	103,496	80,026
	<u>35,130</u>	<u>21,556</u>	<u>68,366</u>	<u>125,052</u>	<u>80,026</u>

# LIGHT PROJECT PETERBOROUGH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2020**

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### 14 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	<b>2020</b>	<b>2019</b>
	£	£
Within one year	7,500	15,000
	<u>7,500</u>	<u>15,000</u>

### 15 Related party transactions

During the year the charity paid rent amounting to £15,000 (2019: £7,500) for the rental of the property used for the Garden House project to Peterborough Cathedral, at which Sarah Brown and Ian Black are members of the Cathedral Chapter.