

REGISTERED COMPANY NUMBER: 1604168 (England and Wales)
REGISTERED CHARITY NUMBER: 287732

VOLUNTARY ACTION SWINDON
1 JOHN STREET
SWINDON
WILTSHIRE

REGISTERED NUMBER
1604168

REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2016

VOLUNTARY ACTION SWINDON
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FOR THE YEAR ENDED 31ST MARCH 2016

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VOLUNTARY ACTION SWINDON

CHARITY INFORMATION

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

1604168 (England and Wales)

Registered Charity number

287732

Registered office

1 John Street
Swindon
Wiltshire
SN1 1RT

Trustees

N Ramruttun (Resigned Sept 15)
M Khan (Resigned Mar 16)
D Brown (Resigned Apr 15)
H Hunter (Resigned Apr 15)
D Rose (Resigned Apr 15)
J S Bassie Singh (Appointed Apr 15 – Resigned Feb 16)
T Ward (Appointed Sept 15)
J Markey (Appointed Sept 15)
A Amos (Appointed Sept 15)
B Barrett (Appointed Sept 15)
D M Bell (Appointed Sept 15)
S J Henderson (Appointed Sept 15)
R Thiagarajah (Appointed Sept 15)

Company Secretary

D Wray (Resigned June 15)

Auditors

Reeves & Co
Chartered Accountants
Argyle Commercial Centre
Argyle Street
Swindon
Wiltshire
SN2 8AR

Bankers

Lloyds TSB Bank PLC
5 High Street
Swindon
Wiltshire

VOLUNTARY ACTION SWINDON

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2016

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2016. The trustees have adopted the provisions of 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).

Organisational Structure

Voluntary Action Swindon has had a trustee and management board of 10 members [2015/16: 7 at close of year] who meet on a regular basis and are responsible for the strategic direction and policy of the charity. At present the board of 7 members are from a variety of professional backgrounds relevant to the work of the charity. The Interim Chief Operating Officer also sits on the Committee but has no voting rights.

Overview

The charity had a very unsettling year with a turnover of managers and Trustees. However, by the end of the year ending 31st March 2016, good progress had been made on stabilising the organisation, improving governance and securing a new contract from the local authority.

Looking forward, the Board of Trustees are now focussed on putting in place the structures, processes and activities which will ensure future sustainability. This will include consulting with members and the wider sector about the role that VAS should play and the services it should provide in a challenging and changing environment.

Objectives and Activities

The charity's objects and its principal activity continues to be that of promoting any charitable purpose for the benefit of the community, the advancement of education and the furtherance of health, the relief of poverty, distress and sickness and to provide information, support and development services for the voluntary and community organisations in the Borough of Swindon and to aid their effectiveness.

The main objectives and activities for the year continued to focus upon the development of diverse, strong communities to enhance well-being and the quality of life by:

- Improving the capacity and quality of voluntary and community organisations;
- Facilitating liaison and collaboration in the voluntary and community sector and between the voluntary, public and private sectors;
- Enabling voluntary and community organisations to gain greater access to information, practical support services and facilities;
- Identifying and prioritising the needs of local communities and developing appropriate responses
- Providing office facilities at Sanford House and meeting facilities at John Street and Sanford House

Public Benefit

The trustees have had regard to the Charity Commission guidance with regard to public benefit. Voluntary Action Swindon helps charities and other voluntary organisations on all levels without regard to the general background of those involved in the administration of the organisations, or the targeted beneficiaries of those organisations. By supporting voluntary organisations within the Borough of Swindon benefits percolate down to the needy sectors of the community in line with the objects of the charities in question, thus providing valuable service to those organisations, allowing them to utilise their resources more efficiently.

Achievements and Performance

The main areas of charitable activity are: engagement and facilitation - the provision of advice and information; training; networks; funding advice; group support; and the operation of a print room for voluntary and community groups.

From its premises at 1 John Street, Voluntary Action Swindon provides a wide range of services to voluntary and community organisations in the Borough of Swindon. These include:

Development: A rolling training programme and funding, governance and organisational advice to set up and build the capacity of voluntary and community organisations.

Voice and Representation: Community development outreach work to identify and support existing groups. Information exchange with third sector network. Representation of voluntary and community sector interests to policymakers including 'One Swindon Partnership Board', Swindon Borough Council and the Health and Wellbeing Board.

Support Services: Print and design workshop, meeting rooms, equipment hire, a library, office space and information, DBS checks, hot desking, advice and guidance on Voluntary and Community sector matters.

VOLUNTARY ACTION SWINDON

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2016

Sanford House

Management of the building to provide office and meeting space for local voluntary organisations. The Sanford House fund was in deficit in the sum of £4622 at the balance sheet date as set up costs for the project have exceeded available funds. The deficit is expected to be cleared in the current financial year.

Achievements and Performance continued:

Between April 2015 and March 2016 some of achievements were:

- Over 24 training and network sessions were attended by over 180 people who gained new skills, including IT, Trustee Responsibilities, Social Media, HR, Health & Safety and First Aid.
- Over 400 news items communicated via our weekly e-bulletin (VAS id) promoting voluntary and community events and activities. New features in VAS id include voluntary sector job opportunities, dates for your diaries, governance and legal updates.
- Over 41 voluntary and community groups used VAS's printing facilities.
- Over 74 one-to-one tailored advice sessions were provided for funding and finance.
- Over 55 one-to-one tailored advice sessions were provided for governance and organizational matters.
- 3 Equality Coalition Events were held.
- 3 Swindon Sports Forum events were held.
- The Community Fair was held in partnership with TWIGS with 11 stallholders.
- Over 20 organisations were helped through the Swindon Support Budget.

During the year VAS has been working in partnership with many organisations across the borough. VAS has represented the sector on the Swindon & Wiltshire Local Enterprise Partnership ESIF Committee and has continued to play a key part in representing the Sector with Statutory partners. VAS has represented the Voluntary & Community sector on various bodies including the One Swindon Partnership Board and the Swindon Health and Wellbeing Board.

Sanford House – Swindon Advice and Support Centre

VAS has successfully managed the Swindon Advice and Support Centre thereby providing office and meeting space for local voluntary organisations. This ensures a single point of access for Swindon residents to a wide range of support services in Swindon including Citizens Advice, Swindon Carers, DHI, Wiltshire Law, Derwentio Housing, Swindon Advocacy Movement, MIND, Healthwatch and Shopmobility.

Community Sector Support

Under the contract with Swindon Borough Council, VAS provided support to Voluntary & Community groups on organizational and financial issues. VAS also provided support and administration to the Swindon Equality Coalition and Sports Forum. Funding Advice and Training sessions were held regularly throughout the year. A number of Networks are currently running which include the Community Centres Network, Funding Advice Network and Accounting Network.

Strategic Network Development

The Strategic Network Development Manager role was introduced in December 2014 with funding from One Swindon Partnership Board to develop better links between Voluntary & Community sector groups and public sector improvement programmes. The role was established for one year and concluded in November 2015.

Involve Swindon (in partnership with the Volunteer Centre)

VAS helps to co-ordinate the Involve Swindon network of companies, statutory bodies and voluntary organisations working together to encourage employees to give their time and develop their skills through volunteering in the local community (known as Employer Supported Volunteering). The network has a specific focus on encouraging employees particularly to share their skills with the voluntary sector through workshops, as trustees and through one-off skill sharing projects. Involve is an innovative project that is leading the way nationally of growing employer supported volunteering.

VOLUNTARY ACTION SWINDON

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2016

FINANCIAL REVIEW

Investment policy and objectives

The service's excess funds have historically been held in the CAF Charities Aid Foundation. The current account is regularly reviewed and any funds not needed in the short term are invested in the CAF fund.

Reserves policy

The Trustees have examined the reserves policy in the light of the predominant risks to the charity. The reserves are required to cover late payment, loss of grant aid funding and other shortfalls of income so as to ensure full and timely delivery of, or appropriate exit from, planned programmes and ongoing provision of services. A policy has been established whereby unrestricted funds not committed or invested in tangible fixed assets held by the charity, should be four months of running costs. A designated sum of £70,000 has been set aside for the property maintenance fund and a further £55,000 for the operational reserve fund. A designated sum of £10,000 has been set aside for the property fund, which will allow Voluntary Action Swindon to identify new premises and pay for surveyors and architects, when appropriate. Voluntary Action Swindon will continue to build reserves through planned operating surpluses.

Plans for Future Periods

Our strategic aims for the three years 2013 – 2016 are:

- To establish a firm financial base for VAS.
- To bring the Third Sector and Public Sector to work more effectively together.
- To continue to provide our high level of service and support to those that need it.

Our strategic aims will be reviewed in 2016 in consultation with members and other stakeholders to ensure they are fit for purpose for a sustainable and successful future for VAS and the voluntary sector in Swindon.

On Behalf of the Trustees

T Ward (Chair)

Date

VOLUNTARY ACTION SWINDON

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2016

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Voluntary Action Swindon is a charitable company, limited by guarantee. The charitable company was established under Memorandum of Association, which sets out the objects and powers of the charitable company and is governed under its Articles of Association.

Recruitment and appointment of new trustees

The focus of the organisation's work is providing advice and general support to voluntary organisations within the Borough of Swindon. The aim is to ensure that the needs of this group are appropriately reflected through the diversity of the trustee body, and to enhance the potential pool of trustees, the charity continually seeks to identify potential new trustees relevant to the nature of its work.

Business, social care and charity skills are well represented on the management committee. In an effort to maintain a broad mix, members of the management committee are requested to provide an outline of their skills and, in the event of particular skills being lost due to retirements, individuals are approached to offer themselves for election to the management committee.

Organisational structure

Members support the aims of the organisation and are invited to the Annual General Meeting. Members elect the trustees or members of the management committee and these individuals are also company directors. The members of the management committee are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting. In the event of the charitable company being wound up, members are required to contribute an amount not exceeding £1.

Voluntary Action Swindon has had a trustee and management board of 10 members [2015/16: 7 at close of year] who meet on a regular basis and are responsible for the strategic direction and policy of the charity. At present the board of 7 members are from a variety of professional backgrounds relevant to the work of the charity. The COO also sits on the Committee but has no voting rights.

Induction and training of new trustees

Most potential trustees are already familiar with the practical work of the charity, having been encouraged to join the Trustee Network, which offers advice, information, support and training opportunities.

An induction pack has also been prepared, drawing information from the various Charity Commission publications. This is distributed to all new trustees along with the Memorandum and Articles, and the latest financial statements. Training is made available to trustees throughout the year and they are encouraged to attend external events.

VOLUNTARY ACTION SWINDON

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2016

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of Voluntary Action Swindon for the purposes of company law) are responsible for preparing the Report of the Trustees 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 then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and 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 business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to 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 so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

The auditors, Reeves & Co, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by order of the board of trustees on and signed on its behalf by:

.....
T Ward (Chair)

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF VOLUNTARY ACTION SWINDON

We have audited the financial statements of Voluntary Action Swindon for the year ended 31 March 2016 on pages eight to seventeen. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As explained more fully in the Statement of Trustees Responsibilities set out on page five, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Report of the Trustees to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2016 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
VOLUNTARY ACTION SWINDON**

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

Christopher Vaughan (Senior Statutory Auditor)
for and on behalf of Reeves & Co
Chartered Accountants
Argyle Commercial Centre
Argyle Street
Swindon
Wiltshire
SN2 8AR

Date:

VOLUNTARY ACTION SWINDON

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2016

	Notes	Unrestricted funds £	Restricted funds £	31.3.16 Total funds £	31.3.15 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	160,670	80,733	241,403	293,888
Other trading activities	3	7,020	-	7,020	9,277
Investment income	4	28,554	53,896	82,450	52,663
Other income		<u>5,071</u>	<u>-</u>	<u>5,071</u>	<u>7,193</u>
Total		201,315	134,629	335,944	363,021
 EXPENDITURE ON					
Charitable activities					
	5				
Funding Advice and Research		214,165	127,483	341,648	361,904
Community print and publications		4,478	-	4,478	9,129
Training and Conference		921	-	921	2,071
Other		<u>2,793</u>	<u>-</u>	<u>2,793</u>	<u>8,981</u>
Total		222,357	127,483	349,840	382,085
 NET INCOME/(EXPENDITURE)					
		(21,042)	7,146	(13,896)	(19,064)
Transfers between funds	14	<u>1,250</u>	<u>(1,250)</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>(19,792)</u>	<u>5,896</u>	<u>(13,896)</u>	<u>(19,064)</u>
 RECONCILIATION OF FUNDS					
Total funds brought forward		285,912	(6,635)	279,277	298,341
TOTAL FUNDS CARRIED FORWARD		<u>266,120</u>	<u>(739)</u>	<u>265,381</u>	<u>279,277</u>

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

VOLUNTARY ACTION SWINDON

BALANCE SHEET AT 31 MARCH 2016

		Unrestricted funds £	Restricted funds £	31.3.16 Total funds £	31.3.15 Total funds £
FIXED ASSETS					
Tangible assets	11	90,000	-	90,000	90,000
CURRENT ASSETS					
Stocks		500	-	500	500
Debtors	12	6,448	-	6,448	5,913
Cash at bank		<u>184,548</u>	<u>3,883</u>	<u>188,431</u>	<u>239,835</u>
		191,496	3,883	195,379	246,248
CREDITORS					
Amounts falling due within one year	13	(15,376)	(4,622)	(19,998)	(56,971)
		<u>176,120</u>	<u>(739)</u>	<u>175,381</u>	<u>189,277</u>
NET CURRENT ASSETS/(LIABILITIES)					
		266,120	(739)	265,381	279,277
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>266,120</u>	<u>(739)</u>	<u>265,381</u>	<u>279,277</u>
NET ASSETS/(LIABILITIES)		<u>266,120</u>	<u>(739)</u>	<u>265,381</u>	<u>279,277</u>
FUNDS	14				
Unrestricted funds				266,120	285,912
Restricted funds				<u>(739)</u>	<u>(6,635)</u>
TOTAL FUNDS				<u>265,381</u>	<u>279,277</u>

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies.

The financial statements were approved by the Board of Trustees on and were signed on its behalf by:

.....
Tim Ward - Chair

VOLUNTARY ACTION SWINDON

CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2016

	Notes	31.3.16 £	31.3.15 £
Cash flows from operating activities:			
Cash generated from operations	1	<u>(53,036)</u>	<u>(24,112)</u>
Net cash provided by (used in) operating activities		<u>(53,036)</u>	<u>(24,112)</u>
Cash flows from investing activities:			
Interest received		<u>1,632</u>	<u>1,523</u>
Net cash provided by (used in) investing activities		<u>1,632</u>	<u>1,523</u>
Change in cash and cash equivalents in the reporting period		(51,404)	(22,589)
Cash and cash equivalents at the beginning of the reporting period		<u>239,835</u>	<u>262,424</u>
Cash and cash equivalents at the end of the reporting period		<u><u>188,431</u></u>	<u><u>239,835</u></u>

VOLUNTARY ACTION SWINDON

NOTES TO THE CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2016

1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	31.3.16 £	31.3.15 £
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	(13,896)	(19,064)
Adjustments for:		
Depreciation charges	-	6,495
Interest received	(1,632)	(1,523)
(Increase)/decrease in debtors	(535)	10,023
Decrease in creditors	<u>(36,973)</u>	<u>(20,043)</u>
Net cash provided by (used in) operating activities	<u>(53,036)</u>	<u>(24,112)</u>

VOLUNTARY ACTION SWINDON

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

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

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Allocation and apportionment of costs

Tangible fixed assets

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

Land and buildings	- not provided
Plant and machinery etc	- 25% on cost

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

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

Fund accounting

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

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

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

VOLUNTARY ACTION SWINDON

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2016**

2. DONATIONS AND LEGACIES

	31.3.16	31.3.15
	£	£
Gifts	-	-
Grants	<u>241,403</u>	<u>293,888</u>
	<u>241,403</u>	<u>293,888</u>

Grants received, included in the above, are as follows:

	31.3.16	31.3.15
	£	£
Other grants	<u>241,403</u>	<u>293,888</u>

3. OTHER TRADING ACTIVITIES

	31.3.16	31.3.15
	£	£
Community print	5,105	7,281
Training and conference	<u>1,915</u>	<u>1,996</u>
	<u>7,020</u>	<u>9,277</u>

4. INVESTMENT INCOME

	31.3.16	31.3.15
	£	£
Rents received	80,818	51,140
Deposit account interest	<u>1,632</u>	<u>1,523</u>
	<u>82,450</u>	<u>52,663</u>

5. CHARITABLE ACTIVITIES COSTS

	Direct costs	Support costs (See note 6)	Totals
	£	£	£
Funding Advice and Research	221,436	120,212	341,648
Community print and publications	4,478	-	4,478
Training and Conference	<u>921</u>	-	<u>921</u>
	<u>226,835</u>	<u>120,212</u>	<u>347,047</u>

6. SUPPORT COSTS

	Management	Finance	Governance costs	Totals
	£	£	£	£
Other resources expended	2	-	2,791	2,793
Funding Advice and Research	<u>98,719</u>	<u>4</u>	<u>21,489</u>	<u>120,212</u>
	<u>98,721</u>	<u>4</u>	<u>24,280</u>	<u>123,005</u>

VOLUNTARY ACTION SWINDON

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2016**

7. NET INCOME/(EXPENDITURE)

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

	31.3.16	31.3.15
	£	£
Auditors' remuneration	1,968	1,956
Depreciation - owned assets	<u>-</u>	<u>6,495</u>

8. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2016 nor for the year ended 31 March 2015.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2016 nor for the year ended 31 March 2015.

9. STAFF COSTS

	31.3.16	31.3.15
	£	£
Wages and salaries	169,180	167,697
Employers national insurance	11,214	10,980
Pension costs	<u>4,515</u>	<u>3,115</u>
	<u>184,909</u>	<u>181,792</u>

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

	31.3.16	31.3.15
Administration	1	1
Management	1	1
Support	<u>7</u>	<u>7</u>
	9	9

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

10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	197,888	96,000	293,888
Other trading activities	9,277	-	9,277
Investment income	33,235	19,428	52,663
Other income	<u>7,193</u>	<u>-</u>	<u>7,193</u>
Total	247,593	115,428	363,021
EXPENDITURE ON			
Charitable activities			
Funding Advice and Research	236,675	125,229	361,904
Community print and publications	9,129	-	9,129
Training and Conference	2,071	-	2,071
Other	8,981	-	8,981

VOLUNTARY ACTION SWINDON

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2016

10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES – continued

	Unrestricted funds £	Restricted funds £	Total funds £
Total	256,856	125,229	382,085
NET INCOME/(EXPENDITURE)	(9,263)	(9,801)	(19,064)
Transfers between funds	12,339	(12,339)	-
Net movement in funds	<u>3076</u>	<u>(22,140)</u>	<u>(19,604)</u>
RECONCILIATION OF FUNDS			
Total funds brought forward	282,836	15,505	298,341
TOTAL FUNDS CARRIED FORWARD	<u>285,912</u>	<u>(6,635)</u>	<u>279,277</u>

11. TANGIBLE FIXED ASSETS

	Land and buildings £	Plant and machinery etc £	Totals £
COST			
At 1 April 2015 and 31 March 2016	<u>113,425</u>	<u>52,556</u>	<u>165,981</u>
DEPRECIATION			
At 1 April 2015 and 31 March 2016	<u>23,425</u>	<u>52,556</u>	<u>75,981</u>
NET BOOK VALUE			
At 31 March 2016	<u>90,000</u>	<u>-</u>	<u>90,000</u>
At 31 March 2015	<u>90,000</u>	<u>-</u>	<u>90,000</u>

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

		31.3.16 £	31.3.15 £
Trade debtors		6,448	5,763
Other debtors		-	150
		<u>6,448</u>	<u>5,913</u>

VOLUNTARY ACTION SWINDON

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2016

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.16	31.3.15
	£	£
Trade creditors	4,831	15,825
Taxation and social security	2,971	3,891
Other creditors	<u>12,196</u>	<u>37,255</u>
	<u>19,998</u>	<u>56,971</u>

14. MOVEMENT IN FUNDS

	At 1.4.15	Net movement	Transfers	At 31.3.16
	£	in funds	between funds	£
		£	£	
Unrestricted funds				
General fund	150,912	(21,042)	1,250	131,120
Property Maintenance Fund	70,000	-	-	70,000
Operational Reserve Fund	55,000	-	-	55,000
Property Fund	<u>10,000</u>	<u>-</u>	<u>-</u>	<u>10,000</u>
	285,912	(21,042)	1,250	266,120
Restricted funds				
Hawksworth Revenue Account	523	-	-	523
Social Care	574	-	-	574
Swindon Support	1,250	-	(1,250)	-
SBC - Sanford House	3,636	(850)	-	2,786
Sanford House	<u>(12,618)</u>	<u>7,996</u>	<u>-</u>	<u>(4,622)</u>
	(6,635)	7,146	(1,250)	(739)
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL FUNDS	<u>279,277</u>	<u>(13,896)</u>	<u>-</u>	<u>265,381</u>

Net movement in funds, included in the above are as follows:

	Incoming	Resources	Movement in
	resources	expended	funds
	£	£	£
Unrestricted funds			
General fund	201,315	(222,357)	(21,042)
Restricted funds			
SBC - Sanford House	-	(850)	(850)
Sanford House	<u>134,629</u>	<u>(126,633)</u>	<u>7,996</u>
	134,629	(127,483)	7,146
	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL FUNDS	<u>335,944</u>	<u>(349,840)</u>	<u>(13,896)</u>

15. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2016.

VOLUNTARY ACTION SWINDON

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2016**

16. RESTRICTED FUNDS

The charity's restricted funds have the following purposes:

- (i) Hawksworth Revenue Account, Social Care
Funds primarily concerned with providing relief from poverty in the local community.
- (ii) Swindon Support
Grant income received in order to be defrayed on predetermined expenses.
- (iii) Sanford House
Funds applied to expenditure on project development costs, internal and external costs.

17. DESIGNATED FUNDS

The charity's designated funds have the following purposes:

- (i) Property Maintenance Fund
Fund to provide for any emergency and major repairs and refurbishments as and when required.
- (ii) Operational Reserve Fund
Funds set aside equivalent to four months of core operating costs of the organisation in accordance with the reserves policy mentioned in the Trustees Report.
- (iii) Property Fund
Funds set aside to cover costs to identify new premises and pay for surveyors and architects fees.

18. DEPRECIATION

Expenditure on tangible fixed assets amounting to less than £1000 per item is not capitalised.

VOLUNTARY ACTION SWINDON

**RECONCILIATION OF INCOME AND EXPENDITURE
FOR THE YEAR ENDED 31 MARCH 2015**

	Notes	UK GAAP £	Effect of transition to FRS 102 £	FRS 102 £
INCOME AND ENDOWMENTS FROM				
Donations and legacies		-	293,888	293,888
Charitable activities		293,888	(293,888)	-
Other trading activities		9,277	-	9,277
Investment income		52,663	-	52,663
Other income		<u>7,193</u>	<u>-</u>	<u>7,193</u>
Total		363,021	-	363,021
EXPENDITURE ON				
Charitable activities		373,104	-	373,104
OBSOLETE Governance costs		2,486	(2,486)	-
Other		<u>6,495</u>	<u>2,486</u>	<u>8,981</u>
Total		382,085	-	382,085
NET INCOME/(EXPENDITURE)		<u><u>(19,064)</u></u>	<u><u>-</u></u>	<u><u>(19,064)</u></u>

VOLUNTARY ACTION SWINDON
RECONCILIATION OF FUNDS
AT 1 APRIL 2014
(DATE OF TRANSITION TO FRS 102)

	Notes	UK GAAP £	Effect of transition to FRS 102 £	FRS 102 £
FIXED ASSETS				
Tangible assets		<u>96,495</u>	<u>-</u>	<u>96,495</u>
		96,495	-	96,495
CURRENT ASSETS				
Stocks		500	-	500
Debtors		13,827	-	13,827
Prepayments and accrued income		2,109	-	2,109
Cash at bank		<u>262,424</u>	<u>-</u>	<u>262,424</u>
		278,860	-	278,860
CREDITORS				
Amounts falling due within one year		(77,014)	-	(77,014)
		<u>201,846</u>	<u>-</u>	<u>201,846</u>
NET CURRENT ASSETS/(LIABILITIES)				
		298,341	-	298,341
		<u>298,341</u>	<u>-</u>	<u>298,341</u>
FUNDS				
Unrestricted funds		282,836	-	282,836
Restricted funds		<u>15,505</u>	<u>-</u>	<u>15,505</u>
TOTAL FUNDS		<u>298,341</u>	<u>-</u>	<u>298,341</u>

VOLUNTARY ACTION SWINDON

**RECONCILIATION OF FUNDS
AT 31 MARCH 2015**

	Notes	UK GAAP £	Effect of transition to FRS 102 £	FRS 102 £
FIXED ASSETS				
Tangible assets		90,000	-	90,000
CURRENT ASSETS				
Stocks		500	-	500
Debtors		5,913	-	5,913
Cash at bank		<u>239,835</u>	<u>-</u>	<u>239,835</u>
		246,248	-	246,248
CREDITORS				
Amounts falling due within one year		(56,971)	-	(56,971)
		<u>189,277</u>	<u>-</u>	<u>189,277</u>
NET CURRENT ASSETS/(LIABILITIES)				
		279,277	-	279,277
		<u>279,277</u>	<u>-</u>	<u>279,277</u>
NET ASSETS/(LIABILITIES)				
FUNDS				
Unrestricted funds		285,912	-	285,912
Restricted funds		<u>(6,635)</u>	<u>-</u>	<u>(6,635)</u>
TOTAL FUNDS		<u>279,277</u>	<u>-</u>	<u>279,277</u>

VOLUNTARY ACTION SWINDON
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2016

	31.3.16 £	31.3.15 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Gifts	-	-
Grants	<u>241,403</u>	<u>293,888</u>
	241,403	293,888
Other trading activities		
Community print	5,105	7,281
Training and conference	<u>1,915</u>	<u>1,996</u>
	7,020	9,277
Investment income		
Rents received	80,818	51,140
Deposit account interest	<u>1,632</u>	<u>1,523</u>
	82,450	52,663
Other income		
Other Income	<u>5,071</u>	<u>7,193</u>
Total incoming resources	335,944	363,021
EXPENDITURE		
Charitable activities		
Wages	184,909	181,792
Community print	4,478	9,129
Project costs	36,527	78,278
Training and conference	<u>921</u>	<u>2,071</u>
	226,835	271,270
Support costs		
Management		
Premises costs	67,716	78,429
Insurance	1,488	1,587
Communications	12,428	4,569
General office	11,559	14,738
Sundries	<u>5,530</u>	<u>2,511</u>
	98,721	101,834
Finance		
Bank charges	4	-
Depreciation of tangible fixed assets	<u>-</u>	<u>6,495</u>
	4	6,495

VOLUNTARY ACTION SWINDON

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2016

	31.3.16 £	31.3.15 £
Governance costs		
Auditors' remuneration	1,968	1,956
Accountancy and legal fees	21,489	118
Trustee meetings and AGM	<u>823</u>	<u>412</u>
	<u>24,280</u>	<u>2,486</u>
Total resources expended	349,840	382,085
	<u> </u>	<u> </u>
Net expenditure	<u>(13,896)</u>	<u>(19,064)</u>