

REGISTERED COMPANY NUMBER: 01604168 (England and Wales)
REGISTERED CHARITY NUMBER: 287732

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2020
for
Voluntary Action Swindon

Chris Vaughan
Accountants
195 Ermin Street
Swindon
Wiltshire
SN3 4NA

Voluntary Action Swindon

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for the Year Ended 31 March 2020

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Voluntary Action Swindon

Report of the Trustees for the Year Ended 31 March 2020

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 2020. 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).

The Board is pleased to report that the charity continued to deliver a good quality service to our stakeholders during 2019/20 making the best use of limited funding and resources.

Staff, Volunteers and Trustees worked well together to deliver a challenging and diverse set of objectives and I would like to extend my thanks to everyone for the part they each played in our successful delivery.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The charity's object and its principal activity continues to be that of promoting any charitable purpose for the benefit of the community in the Borough of Swindon.

As the Council for Voluntary Services in Swindon we achieve this through providing funding and governance advice; training and other support services as well as encouraging collaboration. We also support Swindon Borough Council in delivery of its equality commitments, providing scrutiny and ensuring that the equality voice of the Swindon community has a platform.

Since April 2019 we have also delivered the Swindon Shopmobility Service helping people with mobility issues to continue to access town centre shops and facilities independently.

Public benefit

Voluntary Action Swindon delivers public benefit indirectly by helping the broad range of charities and other voluntary organisations within the Borough of Swindon. Our range of services help to inform these charities, build their capacity and maximise their resources to deliver their valuable services within the community.

During the year we gave direct governance and funding advice support to 87 local groups and individuals. We also conducted focussed outreach work with the National Lottery Community Fund.

We continued to deliver our work to support the equality agenda in Swindon, hosting an equality workshop in February 2020 which brought together over 44 members of the community to help shape the equality priorities for Swindon.

Through effective management of the Sanford House Community Hub we have been able to encourage collaboration between the eleven charity tenants and use the space for convening and education. In addition, the re-investment fund we have been able to generate for the building has enabled a significant refurbishment and internal decoration programme to be largely completed.

VAS has continued to provide a voice for the local VCSE sector at a variety of key boards and forums.

Finally the impact of COVID-19 caught the last month of this financial year and VAS was at the forefront of local response, driving a call for volunteers under the banner of 'Compassionate Swindon' in partnership with Swindon Borough Council and the Swindon Volunteer Centre. Also launching a volunteer shopping scheme for those unable to shop for themselves during lockdown and working closely with the Swindon Borough Council and the Voluntary Sector and Parish Councils on a collaborative Swindon response to COVID-19.

Voluntary Action Swindon

Report of the Trustees for the Year Ended 31 March 2020

ACHIEVEMENT AND PERFORMANCE

Charitable activities

From its premises at 1 John Street and through its landlord responsibilities for Sanford House Community Hub, Voluntary Action Swindon provides a wide range of services to voluntary and community organisations in the Borough of Swindon. These include:

- Funding and Governance Advice
- Shopmobility Service
- Championing Equality and Diversity in Swindon
- Providing a voice for the VCSE sector
- Training Courses
- Office space
- Meeting room hire/facilitation of training space
- Support services including DBS check facilitation and a printing and copying service
- Weekly newsletter
- Key information dissemination

Between April 2019 and March 2020 VAS:

- Provided funding and governance advice given to 87 groups/individuals directly, plus indirectly to 100's of recipients of VAS id, our weekly ebulletin. There has been a particular demand for Safeguarding advice during the year.
- Assisted with £115,800 of funding raised with support from VAS for local charities and community groups.
- Delivered over 10 training courses on First Aid, Health & Safety, Fire Safety and Food Hygiene
- Completed over 190 DBS checks for over 35 groups
- Delivered a successful anti-knife crime rally in partnership with Swindon Central North Parish Council
- Delivered a successful community fair on the 23rd of October alongside the first Swindon Social Enterprise Network conference, with 38 voluntary organisations networking and profiling their work.
- Supported the involvement of range of voluntary sector representatives in the Joel Joffe Community Celebration radio day on Community Radio 105.5 on 15th November
- Ran an equality workshop on 3rd February 2020 with 44 community representatives and identified the equality priorities for Swindon
- Supported the Live Well Hub Community Navigator pilot to provide a drop in element to this service using Sanford House.
- Provided administration to support the Pride of Swindon Awards managing communication supporting 54 nominations and 37 individual and 17 team nominees and chaired the Awards Judging Panel.
- Led the Compassionate Swindon response during the initial COVID-19 pandemic crisis – working in partnership with Swindon Borough Council and the Swindon Volunteer Centre to attract an initial registration of 600+ volunteers.
- Developed a compliant volunteer food shopping scheme during March specifically to assist those shielding due to COVID-19 without alternative available help. Thanks to a grant from the Wiltshire Community Foundation we were also able to extend the scheme to support families and individuals who were unable to afford food and for whom the Government free food box scheme was not appropriate.

In addition, VAS has been an active member this year of:

- The Swindon Social Enterprise Network Steering Group
- The Involve Swindon Network
- The Town's Fund Board
- One Public Estate
- The Health and Wellbeing Board
- The recruitment Panel for the new SBC Director of Public Health

VAS has also used its convening powers to:

Provide information and education to the sector on:

- The transition of the My Care my Support web resource to My Local Offer
- The new Swindon Community Lottery
- The merger of the Bath and North East Somerset, Swindon and Wiltshire (BSW) Clinical Commissioning Groups (CCG's) into the one BSW CCG
- Swindon Borough Council Transitions

To facilitate collaboration between:

- SBC, First City Care and Voluntary Sector organisations on strength based domiciliary care
- SBC, First City Care, BSW CCG and Voluntary sector on two joint funding bids, one led by VAS to the Kings Fund Healthy Communities fund (unfortunately unsuccessful) and one led by the BSW CCG to the Healthy Lives Health Foundation fund. (outcome awaited)
- SBC Live Well hub and Voluntary Sector on food provision during the early stages of the COVID-19 pandemic

FINANCIAL REVIEW

Investment policy and objectives

The investment policy and objectives agreed with the Board is to minimise risk by spreading the investment of reserves to maximise the protection through the Financial Services Compensation Scheme protecting the first £85,000 of any savings. Also, to maximise return whilst ensuring available cash flow to meet liabilities and to be able to respond to emergency building repair issues.

Voluntary Action Swindon

Report of the Trustees for the Year Ended 31 March 2020

FINANCIAL REVIEW

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 contract and 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.

The Trustees feel, given the breadth of services now being delivered by the charity, including directly delivering the vital Swindon Shopmobility Service, coupled with an ageing building, that unrestricted funds not committed or invested in tangible fixed assets held by the charity, should be sufficient to cover six months operational costs, any financial costs associated with restructuring, anticipated building repairs to the existing building as well as funds to identify and survey potential new property should this become necessary. A designated sum of £45,000 has been set aside for the property maintenance fund, £25,000 set aside for a new property fund and a further £100,000 for the operational reserve fund.

FUTURE PLANS

Some of our immediate objectives for the next year include:

- Supporting the Swindon Voluntary Sector to recovery from the impact of the COVID -19 pandemic and adapt to new normal.
- Replacing lost income to VAS as a result of the COVID-19 pandemic.
- Continuing to facilitate collaboration between the Voluntary Sector and with the Bath and North East Somerset, Swindon and Wiltshire Clinical Commissioning Group and Swindon Borough Council.
- Supporting the national Voluntary Sector and Community Emergency Partnership (VCSEP) as liaison lead for Swindon and Wiltshire.
- Enhancing our training provision based on identified demand and to grow this revenue stream for VAS
- Continuing to develop an active Swindon Trustee network
- Improving the diversity of, and succession plan for the VAS Board of Trustees
- Continuing to provide advice, training and signposting to the Swindon voluntary sector to help build its capacity
- Continuing to raise the profile of VAS and our services, including revamping our website.
- Refreshing the Swindon Equality Coalition to provide a broader and more diverse voice to support equality issues.
- Developing a panel of volunteer Diversity Impact assessors to add an independent voice to Swindon Borough Council Diversity Impact Assessments.
- Improving the information and signposting within the My Local Offer web portal or developing an alternative voluntary sector directory that is fit for purpose.
- Representing the local VCS to key stakeholders and policy makers, helping to highlight needs in Swindon and being a voice and convenor for the local sector
- Ensuring ongoing community engagement with the £25m Swindon Towns Fund
- Continuing to support the further development/enhancement of services at Sanford House, through improvements to the physical aspects of the building, encouragement of collaborative working and maximise the use of the building as a convening and customer focussed resource.
- Continuing to develop Swindon Shopmobility into a high quality, well known and financially sustainable service.
- Looking for opportunities to build on our experience and increase our remit and impact.

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 and to improve the diversity of the Board.

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 and these individuals are also company directors. The members of the Board 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 can have a Board of up to 12 members who meet on a regular basis and are responsible for the strategic direction and policy of the charity. At present there are 7 members of the Board from a variety of professional backgrounds relevant to the work of the charity. The CEO also attends Board meetings but has no voting rights.

Voluntary Action Swindon

Report of the Trustees
for the Year Ended 31 March 2020

STRUCTURE, GOVERNANCE AND MANAGEMENT

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.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

01604168 (England and Wales)

Registered Charity number

287732

Registered office

1 John Street
Swindon
Wiltshire
SN1 1RT

Trustees

A Amos
D Bell
R Barrett
S Henderson
J Markey
R Thiagarajah
T Ward

Independent examiner

Chris Vaughan
Accountants
195 Ermin Street
Swindon
Wiltshire
SN3 4NA

Advisers

Bankers
Lloyds TSB Bank PLC
5 High Street
Swindon
Wiltshire

Approved by order of the board of trustees on 20th August 2020 and signed on its behalf by:

A Amos (Chair)

Independent Examiner's Report to the Trustees of
Voluntary Action Swindon

Independent examiner's report to the trustees of Voluntary Action Swindon ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2020.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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

Christopher Vaughan
Institute of Chartered Accountants in England and Wales
Chris Vaughan
Accountants
195 Ermin Street
Swindon
Wiltshire
SN3 4NA

20th August 2020

Voluntary Action Swindon

Statement of Financial Activities
for the Year Ended 31 March 2020

		Unrestricted funds	Restricted funds	31.3.20 Total funds	31.3.19 Total funds
	Notes	£	£	£	£
INCOME AND ENDOWMENTS FROM					
Donations and legacies		101,049	112,881	213,930	185,235
Other trading activities	2	5,003	-	5,003	7,404
Investment income	3	34,727	59,155	93,882	95,170
Other income		<u>23,085</u>	<u>-</u>	<u>23,085</u>	<u>9,449</u>
Total		163,864	172,036	335,900	297,258
EXPENDITURE ON					
Charitable activities					
Funding Advice and Research		<u>179,681</u>	<u>163,740</u>	<u>343,421</u>	<u>270,130</u>
NET INCOME/(EXPENDITURE)		(15,817)	8,296	(7,521)	27,128
Transfers between funds	12	<u>28,452</u>	<u>(28,452)</u>	<u>-</u>	<u>-</u>
Net movement in funds		12,635	(20,156)	(7,521)	27,128
RECONCILIATION OF FUNDS					
Total funds brought forward		282,197	52,990	335,187	308,059
TOTAL FUNDS CARRIED FORWARD		<u>294,832</u>	<u>32,834</u>	<u>327,666</u>	<u>335,187</u>

The notes form part of these financial statements

Voluntary Action Swindon

Balance Sheet

At 31 March 2020

	Notes	Unrestricted funds £	Restricted funds £	31.3.20 Total funds £	31.3.19 Total funds £
FIXED ASSETS					
Tangible assets	8	90,818	-	90,818	91,228
CURRENT ASSETS					
Stocks	9	500	-	500	500
Debtors	10	5,880	-	5,880	7,708
Cash at bank and in hand		<u>228,716</u>	<u>32,834</u>	<u>261,550</u>	<u>259,439</u>
		235,096	32,834	267,930	267,647
CREDITORS					
Amounts falling due within one year	11	(31,082)	-	(31,082)	(23,688)
NET CURRENT ASSETS		<u>204,014</u>	<u>32,834</u>	<u>236,848</u>	<u>243,959</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>294,832</u>	<u>32,834</u>	<u>327,666</u>	<u>335,187</u>
NET ASSETS		<u>294,832</u>	<u>32,834</u>	<u>327,666</u>	<u>335,187</u>
FUNDS	12				
Unrestricted funds				294,832	282,197
Restricted funds				<u>32,834</u>	<u>52,990</u>
TOTAL FUNDS				<u>327,666</u>	<u>335,187</u>

The notes form part of these financial statements

Voluntary Action Swindon

Balance Sheet - continued

At 31 March 2020

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2020.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

The financial statements were approved by the Board of Trustees on 20th August 2020 and were signed on its behalf by:

A Amos (Chair)

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.

Tangible fixed assets

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

Freehold property	- not provided
Fixtures and fittings	- 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.

Pension costs and other post-retirement benefits

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

2. OTHER TRADING ACTIVITIES

	31.3.20	31.3.19
	£	£
Community print	3,044	3,976
Training and conference	<u>1,959</u>	<u>3,428</u>
	<u>5,003</u>	<u>7,404</u>

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2020

3. INVESTMENT INCOME

	31.3.20	31.3.19
	£	£
Rents received	91,873	93,177
Deposit account interest	<u>2,009</u>	<u>1,993</u>
	<u>93,882</u>	<u>95,170</u>

4. NET INCOME/(EXPENDITURE)

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

	31.3.20	31.3.19
	£	£
Depreciation - owned assets	<u>410</u>	<u>410</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2020 nor for the year ended 31 March 2019.

Trustees' expenses

	31.3.20	31.3.19
	£	£
Trustees' expenses	<u>214</u>	<u>95</u>

6. STAFF COSTS

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

	31.3.20	31.3.19
Administration	1	1
Management	1	1
Support	<u>7</u>	<u>5</u>
	<u>9</u>	<u>7</u>

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

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
INCOME AND ENDOWMENTS FROM			
Donations and legacies	75,001	110,234	185,235
Other trading activities	7,404	-	7,404
Investment income	40,542	54,628	95,170
Other income	<u>9,449</u>	<u>-</u>	<u>9,449</u>
Total	132,396	164,862	297,258

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
EXPENDITURE ON			
Charitable activities			
Funding Advice and Research	<u>131,380</u>	<u>138,750</u>	<u>270,130</u>
Total	<u>131,380</u>	<u>138,750</u>	<u>270,130</u>
NET INCOME/(EXPENDITURE)	1,016	26,112	27,128
Transfers between funds	<u>16,373</u>	<u>(16,373)</u>	<u>-</u>
Net movement in funds	17,389	9,739	27,128
RECONCILIATION OF FUNDS			
Total funds brought forward	<u>264,808</u>	<u>43,251</u>	<u>308,059</u>
TOTAL FUNDS CARRIED FORWARD	<u><u>282,197</u></u>	<u><u>52,990</u></u>	<u><u>335,187</u></u>

8. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Totals £
COST			
At 1 April 2019 and 31 March 2020	<u>113,425</u>	<u>44,939</u>	<u>158,364</u>
DEPRECIATION			
At 1 April 2019	23,425	43,711	67,136
Charge for year	<u>-</u>	<u>410</u>	<u>410</u>
At 31 March 2020	<u>23,425</u>	<u>44,121</u>	<u>67,546</u>
NET BOOK VALUE			
At 31 March 2020	<u><u>90,000</u></u>	<u><u>818</u></u>	<u><u>90,818</u></u>
At 31 March 2019	<u><u>90,000</u></u>	<u><u>1,228</u></u>	<u><u>91,228</u></u>

9. STOCKS

		31.3.20 £	31.3.19 £
Stocks		<u><u>500</u></u>	<u><u>500</u></u>

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.20	31.3.19
	£	£
Trade debtors	3,812	5,138
Prepayments	<u>2,068</u>	<u>2,570</u>
	<u>5,880</u>	<u>7,708</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.20	31.3.19
	£	£
Trade creditors	8,018	4,238
Social security and other taxes	3,663	3,451
Accruals and deferred income	<u>19,401</u>	<u>15,999</u>
	<u>31,082</u>	<u>23,688</u>

12. MOVEMENT IN FUNDS

	At 1.4.19	Net movement	Transfers	At 31.3.20
	£	in funds	between funds	£
		£	£	
Unrestricted funds				
General fund	112,197	(15,817)	28,452	124,832
Property Maintenance Fund	45,000	-	-	45,000
Operational Reserve Fund	100,000	-	-	100,000
Property Fund	<u>25,000</u>	<u>-</u>	<u>-</u>	<u>25,000</u>
	282,197	(15,817)	28,452	294,832
Restricted funds				
SBC - Sanford House	50,204	8,296	(28,452)	30,048
Sanford House	<u>2,786</u>	<u>-</u>	<u>-</u>	<u>2,786</u>
	52,990	8,296	(28,452)	32,834
	<u>335,187</u>	<u>(7,521)</u>	<u>-</u>	<u>327,666</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	163,864	(179,681)	(15,817)
Restricted funds			
SBC - Sanford House	<u>172,036</u>	<u>(163,740)</u>	<u>8,296</u>
TOTAL FUNDS	<u>335,900</u>	<u>(343,421)</u>	<u>(7,521)</u>

12. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.18 £	Net movement in funds £	Transfers between funds £	At 31.3.19 £
Unrestricted Funds				
General fund	164,808	1,016	(53,627)	112,197
Property Maintenance Fund	25,000	-	20,000	45,000
Operational Reserve Fund	50,000	-	50,000	100,000
Property Fund	25,000	-	-	25,000
	264,808	1,016	16,373	282,197
Restricted Funds				
SBC - Sanford House	40,465	26,112	(16,373)	50,204
Sanford House	2,786	-	-	2,786
	43,251	26,112	(16,373)	52,990
TOTAL FUNDS	<u>308,059</u>	<u>27,128</u>	<u>-</u>	<u>335,187</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	132,396	(131,380)	1,016
Restricted funds			
SBC - Sanford House	164,862	(138,750)	26,112
TOTAL FUNDS	<u>297,258</u>	<u>(270,130)</u>	<u>27,128</u>

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

	At 1.4.18 £	Net movement in funds £	Transfers between funds £	At 31.3.20 £
Unrestricted funds				
General fund	164,808	(14,801)	(25,175)	124,832
Property Maintenance Fund	25,000	-	20,000	45,000
Operational Reserve Fund	50,000	-	50,000	100,000
Property Fund	25,000	-	-	25,000
Restricted funds				
SBC - Sanford House	40,465	34,408	(44,825)	30,048
Sanford House	2,786	-	-	2,786
	43,251	34,408	(44,825)	32,834
TOTAL FUNDS	<u>308,059</u>	<u>19,607</u>	<u>-</u>	<u>327,666</u>

12. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	296,260	(311,061)	(14,801)
Restricted funds			
SBC - Sanford House	<u>336,898</u>	<u>(302,490)</u>	<u>34,408</u>
TOTAL FUNDS	<u>633,158</u>	<u>(613,551)</u>	<u>19,607</u>

13. RELATED PARTY DISCLOSURES

£985 was paid on behalf of Protocol Training run by a trustee of the charity in respect of costs for training courses.

14. RESTRICTED FUNDS

The charity's restricted funds have the following purposes:

- (i) Sanford House
Funds applied to expenditure on project development costs, internal and external costs. In the current financial year the spend from Sanford House reserves totalled £20,156.
- (ii) SBC - Sanford House
Funds utilised to meet legal expenditure.

15. 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 six 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.

16. DEPRECIATION

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

No depreciation is provided in respect of freehold land as the net book amount is considered to be greater than the residual value.

Voluntary Action Swindon

Detailed Statement of Financial Activities
for the Year Ended 31 March 2020

	31.3.20	31.3.19
	£	£
INCOME AND ENDOWMENTS		
Donations and legacies		
Gifts	-	-
Donations	6,050	-
Grants	<u>207,880</u>	<u>185,235</u>
	213,930	185,235
Other trading activities		
Community print	3,044	3,976
Training and conference	<u>1,959</u>	<u>3,428</u>
	5,003	7,404
Investment income		
Rents received	91,873	93,177
Deposit account interest	<u>2,009</u>	<u>1,993</u>
	93,882	95,170
Other income		
Other Income	7,272	9,449
Shopmobility	<u>15,813</u>	<u>-</u>
	<u>23,085</u>	<u>9,449</u>
Total incoming resources	335,900	297,258
EXPENDITURE		
Charitable activities		
Trustees' expenses	214	95
Wages	176,315	139,962
Social security	9,534	7,664
Pensions	4,339	4,301
Community print	4,454	4,741
Training and conference	1,309	1,709
Shopmobility costs	<u>5,279</u>	<u>-</u>
	201,444	158,472
Support costs		
Management		
Premises costs	119,614	88,641
Insurance	2,273	2,119
Communications	4,158	6,251
General office	4,777	4,507
Sundries	8,498	8,175
Depreciation of tangible and heritage assets	<u>410</u>	<u>410</u>
	139,730	110,103

This page does not form part of the statutory financial statements

Voluntary Action Swindon

Detailed Statement of Financial Activities
for the Year Ended 31 March 2020

	31.3.20	31.3.19
	£	£
Finance		
Bank charges	32	32
Governance costs		
Accountancy and legal fees	1,017	204
Trustee meetings and AGM	440	396
Independent examiner's fee	<u>758</u>	<u>923</u>
	<u>2,215</u>	<u>1,523</u>
Total resources expended	343,421	270,130
	_____	_____
Net (expenditure)/income	<u><u>(7,521)</u></u>	<u><u>27,128</u></u>

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