

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

Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 31 March 2018  
for  
Voluntary Action Swindon

Chris Vaughan  
Accountants  
195 Ermin Street  
Swindon  
Wiltshire  
SN3 4NA

VOLUNTARY ACTION SWINDON

CONTENTS OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2018

	Page
Report of the Trustees	1 to 4
Independent Examiner's Report	5
Statement of Financial Activities	6
Balance Sheet	7 to 8
Notes to the Financial Statements	9 to 13
Detailed Statement of Financial Activities	14 to 15

## VOLUNTARY ACTION SWINDON

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2018

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 2018. 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 (VAS) has a management committee 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 the Committee of 7 members are from a variety of professional backgrounds relevant to the work of the charity. The CEO also sits on the Committee but has no voting rights.

#### **Overview**

The Board is pleased to report that this year continues to deliver a good quality service to our members and our wider constituency making the best use of limited funding and resources. The major factor in this success is the hard work of the staff and volunteer team and the effective direction provided by the Chief Executive. Trustees have played their part by providing effective oversight and support. Individual Trustees have also made practical contributions to the work of VAS.

Our communities face an increasingly uncertain future with economic uncertainty and with local authority finances under extreme stress leading to threats to local services. VAS will continue to work to ensure that the voluntary sector has the capacity and opportunity to help those affected by these challenges.

### **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, 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.

#### **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.

During the year we gave direct support to 111 local groups including giving information, training and advice on areas such as funding, governance and organisational matters. We helped local charities and community groups secure funding during the year.

Looking to the future, there remains much to do - with central and local government funding falling and demand for support for the vulnerable rising, there has never been more need for local VCS organisations, community groups and individuals to carry out their great work, supported by VAS wherever we can.

## VOLUNTARY ACTION SWINDON

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2018

#### **ACHIEVEMENT AND PERFORMANCE**

##### **Charitable activities**

The main areas of charitable activity are: engagement and facilitation - the provision of advice and information; training; networks; funding advice; group support; and printing 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 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`, 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.

##### **Sanford House**

VAS has managed the physical aspects of the building and has successfully sub-let all the office space in it, helping to create an effective charity hub providing information, advice and advocacy for the benefit of Swindon residents in need of support.

##### **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).

Between April 2017 and March 2018 some specific achievements were:

- VAS Organised training for 40 local organisations on charity law, including new fundraising rules, taxation and trade for charities, charity reserves, workplace pensions auto-enrolment, cyber crime, fraud, and new data protection regulations (GDPR).
- 10 training courses on First Aid and Health & Safety took place, with over 50 attendees.
- Over 420 news items communicated via our weekly e-bulletin (VAS id) promoting voluntary and community events and activities. Features in VAS id include voluntary sector job opportunities, governance and legal updates and funding news.
- VAS Supported Swindon Childrens Scrapstore to secure £23,000 from Aviva Community Fund, Inner Flame to secure £45,000 from Blagrove Trust and supported other charities and community groups to obtain funding.
- 111 organisations received funding and governance advice directly, plus an additional 500+ through VAS id weekly e-bulletin.
- Over 29 voluntary and community groups used VAS's printing facilities.
- 2 Swindon Sports Forum events were held, 12 Sports Forum newsletters were sent out to over 200 people. The Sports Forum gave out £14,000 of funding to local sports clubs and athletes.
- Equality & Inclusion Involvement -VAS through attending events, taking part in project work, have engaged more than 644 people during the year.
- The 'Swindon200' project has been promoted by newsletters and a monthly Swindon200 radio show.
- Over 250 DBS checks were completed for over 35 groups

VOLUNTARY ACTION SWINDON  
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2018

## **FINANCIAL REVIEW**

### **Investment policy and objectives**

The service's excess funds are held at the savings account at Metro Bank. The current account is regularly reviewed and any funds not needed in the short term are invested in the Metro savings account.

### **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 six months of running costs. A designated sum of £25,000 has been set aside for the property maintenance fund and a further £50,000 for the operational reserve fund. A designated sum of £25,000 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.

## **FUTURE PLANS**

The Trustee Board will continue to review and refine our strategy with the above challenges in mind.

Some of our immediate objectives for the next year include:

- Securing a further tender/grant funding from SBC to provide continuing infrastructure support to the local voluntary and community sector
- Increasing the frequency and quality of our communications/engagement with our members and other stakeholders
- Building further awareness of VAS and the difference that we and all in the VCS sector make
- Representing the local VCS to key stakeholders and policy makers, helping to highlight needs in Swindon and giving the VCS a voice
- Building on our existing community development work to address issues of inequality and lack of inclusion
- Continuing to support the further development/enhancement of services at Sanford House, through improvements to the physical aspects of the building and encouragement of collaborative working practices among the tenant organisations
- Progressing the project to renovate the former caretaker's cottage at Sanford (with a view to it then providing much needed move on accommodation)

## **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 a management committee 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 the Committee of 7 members are from a variety of professional backgrounds relevant to the work of the charity. The CEO also sits on the Committee but has no voting rights.

VOLUNTARY ACTION SWINDON

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2018

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Induction and training of new trustees**

Most potential trustees are already familiar with the practical work of the charity and are encouraged to attend internal and external trustee training. 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**

1604168 (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

**Bankers**

Lloyds TSB Bank PLC  
5 High Street  
Swindon  
Wiltshire

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

.....  
T Ward (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 2018.

**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

Date: .....

VOLUNTARY ACTION SWINDON

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2018

		Unrestricted funds	Restricted funds	31.3.18 Total funds	31.3.17 Total funds
	Notes	£	£	£	£
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies		68,558	108,605	177,163	188,890
Other trading activities	2	8,398	-	8,398	3,799
Investment income	3	30,906	50,805	81,711	66,245
Other income		<u>9,122</u>	<u>-</u>	<u>9,122</u>	<u>7,589</u>
<b>Total</b>		116,984	159,410	276,394	266,523
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>					
Funding Advice and Research		133,291	118,202	251,493	239,113
Community print and publications		-	-	-	6,436
Other		<u>-</u>	<u>-</u>	<u>-</u>	<u>3,197</u>
<b>Total</b>		<u>133,291</u>	<u>118,202</u>	<u>251,493</u>	<u>248,746</u>
<b>NET INCOME/(EXPENDITURE)</b>		(16,307)	41,208	24,901	17,777
<b>Transfers between funds</b>	12	<u>16,313</u>	<u>(16,313)</u>	<u>-</u>	<u>-</u>
<b>Net movement in funds</b>		6	24,895	24,901	17,777
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<u>264,802</u>	<u>18,356</u>	<u>283,158</u>	<u>265,381</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>264,808</u></u>	<u><u>43,251</u></u>	<u><u>308,059</u></u>	<u><u>283,158</u></u>

**CONTINUING OPERATIONS**

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

VOLUNTARY ACTION SWINDON

BALANCE SHEET AT 31 MARCH 2018

		Unrestricted funds	Restricted funds	31.3.18 Total funds	31.3.17 Total funds
	Notes	£	£	£	£
<b>FIXED ASSETS</b>					
Tangible assets	8	90,000	-	90,000	90,000
<b>CURRENT ASSETS</b>					
Stocks	9	500	-	500	500
Debtors	10	5,002	-	5,002	5,337
Cash at bank and in hand		<u>201,009</u>	<u>43,251</u>	<u>244,260</u>	<u>212,690</u>
		206,511	43,251	249,762	218,527
<b>CREDITORS</b>					
Amounts falling due within one year	11	(31,703)	-	(31,703)	(25,369)
		<u>174,808</u>	<u>43,251</u>	<u>218,059</u>	<u>193,158</u>
<b>NET CURRENT ASSETS</b>					
		<u>264,808</u>	43,251	308,059	283,158
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>264,808</u>	<u>43,251</u>	<u>308,059</u>	<u>283,158</u>
<b>NET ASSETS</b>					
		<u>264,808</u>	<u>43,251</u>	<u>308,059</u>	<u>283,158</u>
<b>FUNDS</b>					
Unrestricted funds	12			264,808	264,802
Restricted funds				<u>43,251</u>	<u>18,356</u>
<b>TOTAL FUNDS</b>					
				<u>308,059</u>	<u>283,158</u>

The notes form part of these financial statements

VOLUNTARY ACTION SWINDON

BALANCE SHEET – CONTINUED AT 31 MARCH 2018

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2018.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2018 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 special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

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

.....  
T Ward (Chair)

## VOLUNTARY ACTION SWINDON

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

#### 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

	31.3.18	31.3.17
	£	£
Community print	4,287	3,799
Training and conference	<u>4,111</u>	<u>2142</u>
	<u>8,398</u>	<u>5,941</u>

VOLUNTARY ACTION SWINDON

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

**3. INVESTMENT INCOME**

	31.3.18	31.3.17
	£	£
Rents received	81,509	65,452
Deposit account interest	<u>202</u>	<u>793</u>
	<u>81,711</u>	<u>66,245</u>

**4. NET INCOME/(EXPENDITURE)**

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

	31.3.18	31.3.17
	£	£
Auditors' remuneration	<u>-</u>	<u>2,052</u>

**5. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2018 nor for the year ended 31 March 2017.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2018 nor for the year ended 31 March 2017.

**6. STAFF COSTS**

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

	31.3.18	31.3.17
Administration	1	1
Management	1	1
Support	<u>5</u>	<u>6</u>
	<u>7</u>	<u>8</u>

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

**7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	68,558	108,605	177,163
Other trading activities	8,398	-	8,398
Investment income	30,906	50805	81,711
Other income	<u>9,122</u>	<u>-</u>	<u>9,122</u>
<b>Total</b>	116,984	159,410	276,394
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Funding Advice and Research	133,291	118,202	251,493
Carried forward	133,291	118,202	251,493

VOLUNTARY ACTION SWINDON

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

<b>7.</b>	<b>COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued</b>	Unrestricted funds £	Restricted funds £	Total funds £
	<b>Charitable activities</b>			
	Brought forward	133,291	118,202	251,493
	Community print and publications	-	-	-
	Other	-	-	-
	<b>Total</b>	<u>133,291</u>	<u>118,202</u>	<u>251,493</u>
	<b>NET INCOME/(EXPENDITURE)</b>	(16,307)	41,208	24,901
	<b>Transfers between funds</b>	<u>16,313</u>	<u>(16,313)</u>	<u>-</u>
	<b>Net movement in funds</b>	6	24,895	24,901
	<b>RECONCILIATION OF FUNDS</b>			
	<b>Total funds brought forward</b>	<u>264,802</u>	<u>18,356</u>	<u>283,158</u>
	<b>TOTAL FUNDS CARRIED FORWARD</b>	<u><u>264,808</u></u>	<u><u>43,251</u></u>	<u><u>308,059</u></u>
<b>8.</b>	<b>TANGIBLE FIXED ASSETS</b>	Freehold property £	Fixtures and fittings £	Totals £
	<b>COST</b>			
	At 1 April 2017 and 31 March 2018	<u>113,425</u>	<u>43,301</u>	<u>156,726</u>
	<b>DEPRECIATION</b>			
	At 1 April 2017 and 31 March 2018	<u>23,425</u>	<u>43,301</u>	<u>66,726</u>
	<b>NET BOOK VALUE</b>			
	At 31 March 2018	<u>90,000</u>	<u>-</u>	<u>90,000</u>
	At 31 March 2017	<u>90,000</u>	<u>-</u>	<u>90,000</u>
<b>9.</b>	<b>STOCKS</b>			
	Stocks		31.3.18 £ <u>500</u>	31.3.17 £ <u>500</u>

VOLUNTARY ACTION SWINDON

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

**10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.3.18	31.3.17
	£	£
Trade debtors	4,306	3,933
Prepayments	<u>696</u>	<u>1,404</u>
	<u>5,002</u>	<u>5,337</u>

**11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.3.18	31.3.17
	£	£
Trade creditors	4,725	3,273
Social security and other taxes	2,741	2,276
Accruals and deferred income	<u>24,237</u>	<u>19,820</u>
	<u>31,703</u>	<u>25,369</u>

**12. MOVEMENT IN FUNDS**

	At 1.4.17 £	Net movement in funds £	Transfers between funds £	At 31.3.18 £
<b>Unrestricted funds</b>				
General fund	129,802	(16,307)	51,313	164,808
Property Maintenance Fund	70,000	-	-45,000	25,000
Operational Reserve Fund	55,000	-	-5,000	50,000
Property Fund	<u>10,000</u>	<u>-</u>	<u>15,000</u>	<u>25,000</u>
	264,802	(16,307)	16,313	264,808
<b>Restricted funds</b>				
SBC - Sanford House	15,570	41,208	(16,313)	40,465
Sanford House	<u>2,786</u>	<u>-</u>	<u>-</u>	<u>2,786</u>
	18,356	41,208	(16,313)	43,251
	<u>283,158</u>	<u>24,901</u>	<u>-</u>	<u>308,059</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	116,984	(133,291)	(16,307)
<b>Restricted funds</b>			
Sanford House	<u>159,410</u>	<u>(118,202)</u>	<u>41,208</u>
<b>TOTAL FUNDS</b>	<u>276,394</u>	<u>(251,493)</u>	<u>24,901</u>

**13. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2018.

**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.
- (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 2018

	31.3.18 £	31.3.17 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Gifts	-	(1)
Donations	57	20,040
Grants	<u>177,106</u>	<u>168,851</u>
	177,163	188,890
<b>Other trading activities</b>		
Community print	4,287	3,799
Training and conference	<u>4,111</u>	<u>-</u>
	8,398	3,799
<b>Investment income</b>		
Rents received	81,509	65,452
Deposit account interest	<u>202</u>	<u>793</u>
	81,711	66,245
<b>Other income</b>		
Other Income	<u>9,122</u>	<u>7,589</u>
<b>Total incoming resources</b>	276,394	266,523
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Wages	132,188	135,558
Social security	7,486	8,263
Pensions	4,262	3,853
Community print	4,463	4,113
Project costs	-	1,075
Training and conference	<u>2,286</u>	<u>1,248</u>
	150,685	154,110
<b>Support costs</b>		
<b>Management</b>		
Premises costs	70,894	64,668
Insurance	2,007	2,448
Communications	7,986	6,117
General office	10,402	8,968
Sundries	<u>6,995</u>	<u>9,138</u>
	98,284	91,339
<b>Finance</b>		
Bank charges	32	100

This page does not form part of the statutory financial statements

