

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 2021
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 2021

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Voluntary Action Swindon

Report of the Trustees
for the Year Ended 31 March 2021

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 2021. 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 2019).

The Board is pleased to report that the charity continued to deliver a good quality service to our stakeholders during 2020/21 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

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, being the voice for the Swindon Voluntary sector on several platforms as well as encouraging collaboration within the Voluntary Sector and with statutory service. 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.

Voluntary Action Swindon
Report of the Trustees
for the Year Ended 31 March 2021

OBJECTIVES AND ACTIVITIES

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.

Over the year we have dealt with 105 requests for funding support and pro-actively signposted regular funding opportunities to the sector. We have built positive relationships with the National Lottery and Wiltshire Community Foundation with both organisations joining our Voluntary sector network to provide advice on funding opportunities. We also assisted Swindon Borough Council in signposting local charities involved in the provision of food to help allocate some of the COVID emergency food grant. We also supported local charities with over 100 queries on a wide range of issues including governance, networking and COVID-19 compliance.

We continued to deliver our work to support the equality agenda in Swindon through leading the Swindon Equality Coalition (SEC) which was re-launched in July 2020 with a new core group of 11 people which grew to 23 by October 2020 with additional representation from the LGBTQ+ and BAME communities and Victim Support.

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. Managing a multi tenanted building that is usually open to the public in a COVID secure way during a global pandemic has presented a significant challenge but we feel we have delivered a strong service both to SBC and the tenants, ensuring appropriate Health and Safety and risk management and COVID secure processes and behaviours across the building. During the first national lock down in the early part of 2020, to maximise the opportunity of the building being empty, we were able to bring forward the completion of internal refurbishment and decoration work using the accumulated re-investment fund.

VAS has continued to provide a voice for the Swindon local Voluntary Sector at a variety of key boards and forums.

In terms of our contribution to the Swindon response to COVID-19 we:

- Worked in partnership with the Swindon Borough Council Live Well hub to lead the Compassionate Swindon campaign which recruited volunteers to respond.
- Set up a volunteer shopping scheme for those unable to shop for themselves during lockdown.
- Worked closely with Swindon Borough Council and the Voluntary Sector and Parish Councils on a collaborative Swindon response to COVID-19.
- Developed an alliance of charities involved in the food response and provided signposting to charities and residents on the availability of paid for and free food.
- Established a Voluntary Sector COVID recovery group which brought the sector together and enabled cross communication with the Swindon Borough Council Recovery Groups.
- Took on a leading role for Swindon and Wiltshire in the Voluntary Sector and Communities Emergencies Partnership.
- Supported Shopmobility customers with regular wellbeing calls during period of lockdown and continues to deliver this vital service in a COVID-19 compliant way to enable customers with mobility issues to access essential supplies.
- Established a COVID-19 resource page on our website.

As well as supporting the local Voluntary Sector with funding advice we also experienced a loss in rent, room hire, training, car parking and Shopmobility trading income. We were grateful for the emergency COVID grant support we received from the National Lottery Fund and the Wiltshire Community Foundation which helped to mitigate the impact of this.

With grant funding from the Good Things Foundation, we also established the only Census 2021 support centre in Swindon between March and early May 2021.

It has been a busy and challenging year but one where the experienced and dedicated VAS team has been proud to support Swindon at a time when it has never been more needed.

Voluntary Action Swindon

Report of the Trustees for the Year Ended 31 March 2021

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 Voluntary sector
- Encouraging and supporting collaboration
- 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 through our website and other routes

Between April 2020 and March 2021 we :

- Provided funding and governance advice to 105 groups/individuals
- Provided governance and other advice to over 100 groups and individuals
- Offered various online training courses
- Completed over 100 DBS checks for 17 groups
- Delivered Equality and Diversity training to 14 people from 6 organisations
- Launched our regular VAS-Live networking session for the Voluntary Sector
- Supported a more coordinated service for Veterans in Swindon
- Developed a new Trustee Network

Represented the Voluntary Sector at a wide range of meeting and forums:

- X 5 Health and Wellbeing Boards
- X 4 Local Area Outbreak Management Plan development meetings
- X 6 COVID-19 Health and Wellbeing Boards
- X 49 Swindon Borough Council COVID-19 Recovery cell meetings
- X 1 Cabinet Office Task Force COVID-19 review meeting
- X 29 Swindon Borough Council Provider COVID-19 meetings
- X 8 Swindon Borough Council Financial Hardship meetings
- X 3 Swindon Borough Council Winter Grant meetings
- X 11 Swindon Borough Council Community Led Support Project meetings.
- X 26 Bath and North East Somerset, Swindon and Wiltshire Integrated Care System and Professional Leadership Network meetings
- X 33 Towns Fund Board meeting and subgroup meetings
- X 2 Swindon Borough Council Rough Sleeper Collaboration Groups
- Regular My Local Offer Champion Group Meetings
- Regular Heritage Action Zone branding project meetings.
- X 1 Sharing and Learning for Care Homes meeting
- X 2 Swindon Apprenticeship Network Meetings
- South West Apprenticeship Ambassador Network (SWAAN)

We also lead a Swindon Voluntary Sector response to the current Green Paper consultation over proposed changes to the Public Procurement System and developed and led a Community Engagement Panel to support the Swindon 'Towns Fund' bid helping to secure an investment of over £19 million for Swindon Town Centre Development.

We also led on a range of initiatives as part of a Swindon wide response to 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.

Reserves policy

Operational Reserve

The majority of VAS's income comes from the local authority supplemented by trading income through room hire, car park space rental, training and Shopmobility custom. Should circumstances in the future mean that this income reduces or is impacted, VAS would have to seek new funding sources at a sufficient level to enable it to continue to deliver its charitable aims. The Trustees feel it is necessary to keep a minimum of six months and ideally twelve months operations costs in reserve as well as financial provision to cover any necessary restructuring if necessary. Current reserves for this are held at **£130,000**.

Property Maintenance Fund

The Trustees recognise the age of 1 John Street and its deteriorating infrastructure where the majority of the VAS team and some tenants are based. They feel that it is appropriate to hold some reserve in anticipation of urgent repair on the building (in particular in anticipation of significant repair to or replacement of the flat roof) and the cost of temporary facilities should the repair work render the current office environment uninhabitable during renovation to ensure continuity of service. Current reserves held for this are **£60,000**

New Property Fund

In the longer term, given that 1 John Street is in area earmarked for redevelopment, any sale and purchase of new premises will require legal and surveyor costs and the Trustees have decided to provision **£25,000** for this to ensure continuity of service.

Voluntary Action Swindon

Report of the Trustees for the Year Ended 31 March 2021

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.
- Ensuring that the Swindon Voluntary Sector is an integrated and equal partner within the new the Bath and North East Somerset, Swindon and Wiltshire Integrated Care System and Swindon Alliance.
- Continuing to support the national Voluntary Sector and Community Emergency Partnership (VCSEP).
- Enhancing our training provision based on identified demand and to grow this revenue stream for VAS.
- Continuing to develop an active Swindon Trustee network.
- Continuing to improve the diversity of 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.
- Continuing to develop the Swindon Equality Coalition to provide a broader and more diverse voice to support equality issues.
- 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 Voluntary Sector 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 is a key aspect of the Swindon Towns Fund project.
- 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 Board. In an effort to maintain a broad mix, members are requested to provide an outline of their skills and, in the event of particular skills being lost due to retirements these are targeted through recruitment,

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 9 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.

The Board operates two sub committees, one focussing on Finance and HR issues the other on Facilities Management and Health and Safety. Both committees and the CEO work to an agreed delegation document.

Voluntary Action Swindon

Report of the Trustees
for the Year Ended 31 March 2021

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. As part of a planned Trustee Induction training programme. 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 (Chair until 31 March 2021)
D Bell
R Barrett (Chair with effect 1 April 2021)
S Henderson
J Markey
R Thiagarajah
T Ward (resigned 15.10.20)
M A Flay (appointed 17.9.20)
S A Frawley (appointed 17.9.20)
S E Peart (appointed 20.1.21)

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 14 July 2021 and signed on its behalf by:

R Barrett - Trustee

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 2021.

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

21 July 2021

The notes form part of these financial statements

Voluntary Action Swindon

Statement of Financial Activities
for the Year Ended 31 March 2021

	Notes	Unrestricted funds £	Restricted funds £	31.3.21 Total funds £	31.3.20 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		110,746	175,130	285,876	213,930
Other trading activities	2	1,017	-	1,017	5,003
Investment income	3	19,061	18,582	37,643	93,882
Other income		<u>16,595</u>	<u>-</u>	<u>16,595</u>	<u>23,085</u>
Total		147,419	193,712	341,131	335,900
 EXPENDITURE ON					
Charitable activities					
Funding Advice and Support		96,074	201,858	297,932	309,702
Community Support		37,087	5,000	42,087	33,719
Total		<u>133,161</u>	<u>206,858</u>	<u>340,019</u>	<u>343,421</u>
NET INCOME/(EXPENDITURE)		14,258	(13,146)	1,112	(7,521)
Transfers between funds	12	<u>6,938</u>	<u>(6,938)</u>	<u>-</u>	<u>-</u>
Net movement in funds		21,196	(20,084)	1,112	(7,521)
RECONCILIATION OF FUNDS					
Total funds brought forward		294,832	32,834	327,666	335,187
TOTAL FUNDS CARRIED FORWARD		<u>316,028</u>	<u>12,750</u>	<u>328,778</u>	<u>327,666</u>

Voluntary Action Swindon

Balance Sheet
31 March 2021

	Notes	Unrestricted funds £	Restricted funds £	31.3.21 Total funds £	31.3.20 Total funds £
FIXED ASSETS					
Tangible assets	8	90,408	-	90,408	90,818
CURRENT ASSETS					
Stocks	9	500	-	500	500
Debtors	10	6,364	-	6,364	5,880
Cash at bank and in hand		<u>256,394</u>	<u>12,751</u>	<u>269,145</u>	<u>261,550</u>
		263,258	12,751	276,009	267,930
CREDITORS					
Amounts falling due within one year	11	(37,639)	-	(37,639)	(31,082)
NET CURRENT ASSETS		<u>225,619</u>	<u>12,751</u>	<u>238,370</u>	<u>236,848</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>316,027</u>	<u>12,751</u>	<u>328,778</u>	<u>327,666</u>
NET ASSETS		<u>316,027</u>	<u>12,751</u>	<u>328,778</u>	<u>327,666</u>
FUNDS	12				
Unrestricted funds				316,027	294,832
Restricted funds				<u>12,751</u>	<u>32,834</u>
TOTAL FUNDS				<u>328,778</u>	<u>327,666</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 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 small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 14 July 2021 and were signed on its behalf by:

R Barret – Trustee

The notes form part of these financial statements

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 2019)', 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.

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

2. OTHER TRADING ACTIVITIES		31.3.21	31.3.20
		£	£
Community print		530	3,044
Training and conference		<u>487</u>	<u>1,959</u>
		<u>1,017</u>	<u>5,003</u>
3. INVESTMENT INCOME		31.3.21	31.3.20
		£	£
Rents received		35,996	91,873
Deposit account interest		<u>1,647</u>	<u>2,009</u>
		<u>37,643</u>	<u>93,882</u>
4. NET INCOME/(EXPENDITURE)			
Net income/(expenditure) is stated after charging/(crediting):			
		31.3.21	31.3.20
		£	£
Depreciation - owned assets	410		410
5. TRUSTEES' REMUNERATION AND BENEFITS			
There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.			
		31.3.21	31.3.20
		£	£
Trustees` expenses		<u>-</u>	<u>214</u>
6. STAFF COSTS			
The average monthly number of employees during the year was as follows:			
		31.3.21	31.3.20
Administration		1	1
Management		1	1
Support		<u>8</u>	<u>7</u>
		<u>10</u>	<u>9</u>

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

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	101,049	112,881	213,930
Other trading activities	5,003	-	5,003
Investment income	34,727	59,155	93,882
Other income	<u>23,085</u>	<u>-</u>	<u>23,085</u>
Total	163,864	172,036	335,900
 EXPENDITURE ON			
Charitable activities			
Funding Advice and Support	145,962	163,740	309,702
Community Support	33,719	-	33,719
	<u>179,681</u>	<u>163,740</u>	<u>343,421</u>
NET INCOME/(EXPENDITURE)	(15,817)	8,296	(7,521)
Transfers between funds	<u>28,452</u>	<u>(28,452)</u>	<u>-</u>
Net movement in funds	12,635	(20,156)	(7,521)
 RECONCILIATION OF FUNDS			
Total funds brought forward	282,197	52,990	335,187
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS CARRIED FORWARD	<u><u>294,832</u></u>	<u><u>32,834</u></u>	<u><u>327,666</u></u>

8. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Totals £
COST			
At 1 April 2020 and 31 March 2021	<u>113,425</u>	<u>44,939</u>	<u>158,364</u>
 DEPRECIATION			
At 1 April 2020	23,425	44,121	67,546
Charge for year	<u>-</u>	<u>410</u>	<u>410</u>
At 31 March 2021	<u>23,425</u>	<u>44,531</u>	<u>67,956</u>
 NET BOOK VALUE			
At 31 March 2021	<u><u>90,000</u></u>	<u><u>408</u></u>	<u><u>90,408</u></u>
At 31 March 2020	<u><u>90,000</u></u>	<u><u>818</u></u>	<u><u>90,818</u></u>

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

9. STOCKS				31.3.21	31.3.20
				£	£
Stocks				<u>500</u>	<u>500</u>
10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR				31.3.21	31.3.20
				£	£
Trade debtors				1,177	3,812
Prepayments				<u>5,187</u>	<u>2,068</u>
				<u>6,364</u>	<u>5,880</u>
11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR				31.3.21	31.3.20
				£	£
Trade creditors				32,838	8,018
Social security and other taxes				4,801	3,663
Accruals and deferred income				<u>-</u>	<u>19,401</u>
				<u>37,639</u>	<u>31,082</u>
12. MOVEMENT IN FUNDS					
	At 1.4.20	Net	Transfers	At	
	£	movement	between	31.3.21	
		in funds	funds	£	
Unrestricted funds		£	£		
General fund	124,832	14,257	(38,062)	101,027	
Property Maintenance Fund	45,000	-	15,000	60,000	
Operational Reserve Fund	100,000	-	30,000	130,000	
Property Fund	<u>25,000</u>	<u>-</u>	<u>-</u>	<u>25,000</u>	
	294,832	14,257	6,938	316,027	
Restricted funds					
SBC - Sanford House	30,048	(20,134)	(949)	8,965	
Sanford House	2,786	-	-	2,786	
National Lottery	<u>-</u>	<u>6,989</u>	<u>(5,989)</u>	<u>1,000</u>	
	<u>32,834</u>	<u>(13,145)</u>	<u>(6,938)</u>	<u>12,751</u>	
TOTAL FUNDS	<u>327,666</u>	<u>1,112</u>	<u>-</u>	<u>328,778</u>	

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

12. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	147,419	(133,162)	14,257
Restricted funds			
SBC - Sanford House	132,462	(151,596)	(19,134)
Wiltshire Community Foundation	5,000	(5,000)	-
National Lottery	<u>57,250</u>	<u>(50,261)</u>	<u>6,989</u>
	<u>193,712</u>	<u>(206,857)</u>	<u>(13,145)</u>
TOTAL FUNDS	<u><u>341,131</u></u>	<u><u>(340,019)</u></u>	<u><u>1,112</u></u>

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.20 £
Unrestricted funds				
General fund	112,197	(15,817)	28,452	124,832
Property Maintenance Fund	25,000	-	-	25,000
Operational Reserve Fund	100,000	-	-	100,000
Property Fund	<u>45,000</u>	<u>-</u>	<u>-</u>	<u>45,000</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>
	<u>52,990</u>	<u>8,296</u>	<u>(28,452)</u>	<u>32,834</u>
TOTAL FUNDS	<u><u>335,187</u></u>	<u><u>(7,521)</u></u>	<u><u>-</u></u>	<u><u>327,666</u></u>

Comparative 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	172,036	(163,740)	8,296
TOTAL FUNDS	<u><u>335,900</u></u>	<u><u>(343,421)</u></u>	<u><u>(7,521)</u></u>

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

12. MOVEMENT IN FUNDS - continued

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

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General fund	112,197	(1,560)	(9,610)	101,027
Property Maintenance Fund	25,000	-	35,000	60,000
Operational Reserve Fund	100,000	-	30,000	130,000
Property Fund	<u>45,000</u>	<u>-</u>	<u>(20,000)</u>	<u>25,000</u>
	282,197	(1,560)	35,390	316,027
Restricted funds				
SBC - Sanford House	50,204	(11,838)	(29,401)	8,965
Sanford House	2,786	-	-	2,786
National Lottery	<u>-</u>	<u>6,989</u>	<u>(5,989)</u>	<u>1,000</u>
	<u>52,990</u>	<u>(4,849)</u>	<u>(35,390)</u>	<u>12,751</u>
TOTAL FUNDS	<u><u>335,187</u></u>	<u><u>(6,409)</u></u>	<u><u>-</u></u>	<u><u>328,778</u></u>

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	311,283	(312,843)	(1,560)
Restricted funds			
SBC - Sanford House	303,498	(315,336)	(11,838)
Wiltshire Community Foundation	5,000	(5,000)	-
National Lottery	<u>57,250</u>	<u>(50,261)</u>	<u>6,989</u>
	<u>365,748</u>	<u>(370,597)</u>	<u>(4,849)</u>
TOTAL FUNDS	<u><u>677,031</u></u>	<u><u>(683,440)</u></u>	<u><u>(6,409)</u></u>

13. RELATED PARTY DISCLOSURES

£31 was paid on behalf of J. Markey, a trustee of the charity in respect of costs for training courses.

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

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.
- (iii) Wiltshire Community Foundation - Covid Food Shopping
Fund established to assist with food deliveries to the vulnerable during the Covid pandemic difficulties.
- (iv) National Lottery
Funds provided by the National Lottery Fund to provide emergency assistance for loss of income during the pandemic restrictions and a networking grant.

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. Planned roof repairs in 2021/22 costed at £60,000 has been agreed by the Trustees.
- (ii) Operational Reserve Fund
Funds set aside equivalent to 6 months (ideally 12) 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 should the John Street property be involved in any Town Centre development.

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 2021

	31.3.21	31.3.20
	£	£
INCOME AND ENDOWMENTS		
Donations and legacies		
Gifts	(1)	-
Donations	250	6,049
Grants	<u>285,627</u>	<u>207,881</u>
	285,876	213,930
Other trading activities		
Community print	530	3,044
Training and conference	<u>487</u>	<u>1,959</u>
	1,017	5,003
Investment income		
Rents received	35,996	91,873
Deposit account interest	<u>1,647</u>	<u>2,009</u>
	37,643	93,882
Other income		
Other Income	4,695	7,272
Shopmobility	<u>11,900</u>	<u>15,813</u>
	<u>16,595</u>	<u>23,085</u>
Total incoming resources	341,131	335,900
EXPENDITURE		
Charitable activities		
Wages	189,466	176,529
Social security	10,307	9,534
Pensions	6,418	4,339
Community print	1,953	4,454
Project costs	866	-
Training and conference	-	1,309
Shopmobility costs	5,505	5,279
Food delivery project	<u>4,792</u>	<u>-</u>
	219,307	201,444
Support costs		
Management		
Premises costs	99,293	119,614
Insurance	2,561	2,273
Communications	5,626	4,158
General office	4,443	4,777
Carried forward	111,923	130,822

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Voluntary Action Swindon

Detailed Statement of Financial Activities
for the Year Ended 31 March 2021

	31.3.21	31.3.20
	£	£
Management		
Brought forward	111,923	130,822
Sundries	6,808	8,498
Depreciation of tangible and heritage assets	<u>410</u>	<u>410</u>
	119,141	139,730
Finance		
Bank charges	155	32
Governance costs		
Accountancy and legal fees	400	1,017
Trustee meetings and AGM	-	440
Independent examiner's fee	<u>1,016</u>	<u>758</u>
	<u>1,416</u>	<u>2,215</u>
Total resources expended	<u>340,019</u>	<u>343,421</u>
Net income/(expenditure)	<u>1,112</u>	<u>(7,521)</u>

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