

Report of the Trustees and  
Unaudited Financial Statements  
for the Year Ended 31 March 2023  
for  
Voluntary Action Swindon

Monahans  
Chartered Accountants  
Hermes House  
Fire Fly Avenue  
Swindon  
Wiltshire  
SN2 2GA

**Voluntary Action Swindon**

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**for the Year Ended 31 March 2023**

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**Report of the Trustees  
for the Year Ended 31 March 2023**

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 2023. 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 2022/2023 financial year, 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 (CVS) in Swindon we achieve this through providing funding and governance advice; being a responsible landlord to 13 charities; signposting 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 the statutory services. 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. Like other CVS's we also have a pivotal role in representing and engaging the sector in the local developing Integrated Care System.

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. Since 2022 we have also delivered a valuable navigation role for Swindon Veterans, supported by a grant from the Veterans Foundation.

Going forward, thanks to a grant from the National Lottery, we will also be leading a four-year collaborative project to develop a stronger Youth Voice in Swindon. Following the closure of the Swindon Volunteer Centre in March 2023 and the transfer of a small amount of legacy funding, we will also be developing a service supporting the brokerage of volunteers for the sector.

**Strategies**

Our key strategies for achieving our aims and objectives are:

Board and Team

A VAS Board which reflects the diverse community we support with the appropriate range of skills and experience. A VAS team of staff and volunteers sufficiently resourced, experienced and respected.

Sanford House

Sanford House is a well-known, valued, influential, connected and welcoming Community Hub for people in Swindon.

John Street

John Street is a fully utilized and more environmentally friendly office centre and advice and support centre for the local community.

Services

VAS is a respected and well-known provider of conference facilities and other services for the community sector in Swindon providing a high quality, value for money responsive service to all of our stakeholders.

Connected and Valued:

VAS is a well-known, respected and valued partner and voice for the Swindon Community Sector working to ensure that the sector is valued, understood, connected and a valued partner in integrated health and wellbeing service provision in Swindon.

Income:

VAS has diversified income streams but remains a valued and funded Swindon Borough Council service for the Community Sector.

Equality and Diversity

The Swindon Equality Coalition and VAS' broader equality work continue to raise awareness, support the voluntary sector in breaking down barriers, and help make Swindon a more inclusive town.

**Report of the Trustees  
for the Year Ended 31 March 2023**

**Shopmobility and Café Mobility:**

Shopmobility is a valued, self-sustained, high quality and well-known service for people with mobility issues. Café mobility launched in spring 2022, is a popular, ethical, accessible and well used café generating the income gap to sustain Shopmobility

We measure the success of our delivery through feedback, surveys and the level of awareness the sector has of VAS.

**Significant 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
- Veteran Navigation Service
- Trustee Network
- Volunteer Brokerage
- Shopmobility Service
- Café Mobility
- Championing Equality and Diversity in Swindon
- Providing a voice on behalf of the Voluntary sector
- Representing the sector and ensuring its role as a valued partner in the Integrated Care System.
- Encouraging and supporting collaboration between the sector and the statutory services
- Facilities Management
- Meeting room hire/facilitation of training space.
- Support services including DBS check facilitation and a printing/copying service.
- Weekly newsletter
- Key information dissemination through our website and social media
- Swindon Youth Voice (April from 2023)

**Public benefit**

By achieving our aims Voluntary Action Swindon (VAS) 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.

The trustees have paid due regard to the Charity Commission's guidance on public benefit in deciding what activities the charity should undertake. The trustees consider that they have acted in the public benefit.

**Report of the Trustees**  
**for the Year Ended 31 March 2023**

**ACHIEVEMENT AND PERFORMANCE**

**FUNDING AND GOVERNANCE SUPPORT**

**Requests for help:**

Over the year we have dealt with 495 requests for help across 229 organisations from the Swindon Voluntary and Community Sector, which has included funding and governance help and engagement with a wide range of other issues.

We also continue to share important information with and between the sector through our weekly newsletter VAS-ID, our website and our social media feeds.

**UK Shared Prosperity Fund**

We were pleased to work with Swindon Borough Council to promote this opportunity to the sector. Three members of the VAS team worked as part of the steering group and scored bids. Four voluntary sector organisations achieved successful bids to support their work amounting to over £530,000.

**Health Inequalities Funding through the Integrated Care Board (ICB):**

In partnership with the Swindon Director of Public Health and the ICB Swindon Place Director, we supported a bidding process for £500,000 of the Swindon allocation of this funding. Over 40 bids were received from across the Integrated Care System in Swindon, nine were successful, 4 of which provided over £234,000 of funding to the sector.

One of successful bids was to create a Swindon Crisis Provision fund in partnership with a local Furniture Recycling charity to provide good quality second hand white goods and furniture to those experiencing poverty.

**Integrated Care Alliance NHSE Community Investment fund:**

VAS worked with the ICA Place Director for Swindon and Director of Public Health and Age UK Swindon to develop a pilot project linked to falls prevention to make maximum use of this available funding for the Swindon VCSE and ensure it was linked to an identified gap in preventative health.

**Pro Bono Donations**

With thanks to colleagues in Swindon Borough Council VAS was able to facilitate the recycling of a large amount of office furniture and other equipment from a disused building campus.

Over 200 items were collected by or delivered to over 15 different charities including those supporting people dealing with poor mental health; disabilities; asylum seekers and faith groups. The estimate value of the goods was estimated at around £17,000.

**EQUALITY AND DIVERSITY**

Through our equality work we continued to coordinate the Swindon Equality Coalition (SEC). Representatives from the SEC sat on the Equality Advisory Group; Adult Housing and Social Care Scrutiny Committee; Hate Crime, Silver Scrutiny; Swindon Local Offer Champions Group and input was provided to the Youth Justice System Team.

Equality work during the year included:

- Developing a postcard and web page to find out what equality barriers exist to people accessing their GPs.
- Supporting groups for people with specific protected characteristics, including physical and learning disability, LGBTQ+, and lived experience of mental health issues.
- Continued support for various community groups to support their voice in equality and inclusion matters, including people who have had strokes and their carers, youth workers in Swindon, and Swindon Seniors Forum
- Running a series of online workshops and training for voluntary organisations seeking to reach and work better with people with protected characteristics.

We also supported the Integrated Care System with some engagement research to better understand how the system can engage with specific communities. VAS engaged a project manager to focus on how best to target two groups: manual workers with English as a second language, and travellers. The findings of this research will form part of a national programme of research undertaken by ten Integrated Care Systems.

**Report of the Trustees**  
**for the Year Ended 31 March 2023**

**COLLABORATION**

**Voluntary Sector Conference in celebration of VAS' 90th Birthday:**

We were pleased to deliver a conference for the Swindon Voluntary Sector on the 27 November 2022. This was made possible by over £5,000 of generous donations from some key sponsors.

Speakers from voluntary and statutory sectors attended - key themes were the developing integrated care systems, reaching excluded communities and the cost-of-living crisis. The full-day event provided plenty of time for networking and sought input into the developing Integrated Care Partnership Strategy and also connected sector peers on some key topics and actions. Over 100 people attended representing some 65 community and voluntary organisations.

VAS' ongoing collaboration work includes facilitating a number of networks for the local voluntary sector, including:

- Swindon Wellbeing - for mental health support organisations
- TherapyNET - organisations that provide therapy and help for specific conditions.
- Ageing Well Network
- Youth workers network
- Swindon Equality Coalition

**Voluntary, Community and Social Enterprise (VCSE) Leadership Alliance**

VAS has continued to lead the Swindon VCSE Leadership Alliance network, made up of over 60 leaders from VCSE groups in Swindon.

Eight virtual meetings took place during the year sharing:

- Developments in the Integrated Care System
- UK Shared Prosperity Fund and opportunities
- VCSE input to the BSW Inequalities Strategy
- Learning from the Citizens Advice Cost of Living Survey
- Learning from the VAS 'State of the Sector' survey
- Progress on the Community Services Mental Health Framework
- Re launch of the new Swindon Joint Strategic Needs Assessment.
- Learning from the Swindon Safer Streets surveys.
- Evolution of the Swindon MS Therapy Centre to the Neuro Wellbeing Centre
- VCSE input to the BSW 5- year strategy for Integrated Care
- VCSE input to the new Avon and Wiltshire Mental Health Partnership Strategy.
- Information on a new capital investment to improve the local hospital.
- Introductions of new charities in Swindon and changes in providers.

**Voluntary and Community Sector Emergencies Partnership (VCSEP)**

We continue to engage in this national partnership funded by central government and led by the British Red Cross, to better co-ordinate the VCSE response to national and local emergencies.

**VAS Trustee Network**

Our virtual Trustee Network has been transitioned to a dedicated page on our website following a drop off in attendance at meetings with all the major topics of interest having been covered. We continue to share and signpost information relevant to Trustees.

**Report of the Trustees**  
**for the Year Ended 31 March 2023**

**VOICE FOR THE VOLUNTARY SECTOR**

VAS has continued to provide input at and provide a voice for the Swindon local Voluntary Sector at a variety of key Boards and Forums:

- Health and Wellbeing Board
- Swindon Safeguarding Board and Partnerships
- Safeguarding Wiltshire and Swindon Comms Group
- Swindon Adult Learning Advisory Board
- Early Intervention and Prevention Board
- Swindon Rough Sleepers Forum
- Adult Community Learning Advisory Board
- Feeding Swindon Partnership.
- Town Advisory and Engagement Group
- Safer Streets delivery group
- Swindon Apprenticeship Network
- South West Apprenticeship Ambassador Network (SWAAN) meeting
- Hate Crime Scrutiny Committee
- Hear My Voice event
- Swindon Heritage Action Zone project
- Warm Spaces Group
- Swindon Public and Community Engagement Forum
- Various strategic interview stakeholder panels

**Integrated Care System**

VAS, along with most of the other Councils for Voluntary Service's (CVS's) across England, has been heavily involved in the developing Integrated Care Systems, specifically for Swindon the Bath and North East Somerset (BaNES), Swindon and Wiltshire (BSW). We have continued to be part of the BSW VCSE Leadership Alliance at system level with CVS colleagues from BaNES and Wiltshire and have been heavily involved in the developing Swindon Integrated Care Alliance (ICA) as a member of the Joint Committee and the Development Executive Group.

We have engaged other members of the sector with this work with two key charities that are also represented on the Swindon ICA alongside VAS, together with over 60 organisations who form the Swindon VCSE Leadership Alliance.

We are also working regional with other CVS colleagues involved in the Integrated Care Systems in the South West and national with other CVS colleagues and our umbrella organisation NAVCA (National Association of Voluntary and Community Action) and a dedicated team within NHS England to ensure that the VCSE is a valued partner in integrated care.

**Voice at Integrated Care Meetings**

At system level a VAS team member is the VCSE partner member on the BSW ICB Board. Other system level meetings include the Integrated Care Partnership and regular meetings between the system VCSE Leadership Alliance and a representative from the BSW Executive team.

At place we are the voice of the VCSE on the Swindon Integrated Care Committee and with other VCSE colleagues the voice on the Delivery Executive Group.

We also attend several Integrated Care workstreams:

- Community Services Transformation
- Health Inequalities
- Whole system approach to obesity
- Whole system approach to tobacco control
- Integrated Neighbourhood Teams.

Report of the Trustees  
for the Year Ended 31 March 2023

**FACILITIES MANAGEMENT**

**Sanford House**

We have continued to effectively manage Sanford House under a management agreement with Swindon Borough Council as a community hub of 10 charity tenants. During the latter part of 2021 we made some minor changes to the ground floor office space to welcome the Swindon Borough Council Live Well team to the building. The Live Well team now manage the reception area re-opened to the public post COVID in January 2022 to provide a drop-in service to people in need of support. This has led to much better coordination with the other charity tenants.

As well as continuing to support collaboration between the charity tenants and the Live Well team, we have also supported the building being used as a drop-in vaccination centre on Tuesdays; welcomed paediatric nurses to rooms within the building once a week to manage a backlog of families with children with learning difficulties and continued to use the space for convening and education.

**John Street**

We have also continued to manage our own building in John Street with a further 4 charity tenants

**Conference and meeting room hire**

Through our conference room in John Street, along with the one in Sanford House, we have hosted and promoted a range of Adult Community Learning and other training courses.

During the year we saw our managed meeting room hire bookings continue to recover from the COVID period rising from 581 bookings in quarter four 21/22 to an average of 1164 per quarter in this financial year with a total room booking of 4,656 during the year.

**CHAMPIONING APPRENTICESHIPS**

Thanks to a three year capacity grant from the National Lottery Fund we have been able to support our Level 3 Business Administration apprentice to complete her apprenticeship and move into a permanent role within the charity. This apprentice was developed in partnership with Swindon Borough Council using its apprenticeship levy to cover the training element. We have continued to champion apprenticeships in the sector.

**VETERAN SIGNPOSTING**

Thanks to a two-year grant from the Veterans Foundation, our Veteran Support Navigator has continued to organise Veteran Drop-in sessions also attended by Help for Heroes, Op Courage, Veterans UK, Department of Work and Pensions, Turning Point and the Royal British Legion.

We were pleased to be awarded a further grant from the Armed Forces Covenant Trust Fund to enable us to run Men's Shed Projects specifically for Veterans. Sessions will involve signing up to a 6-week programme of activities that range from woodwork, upcycling, and cooking classes. This is a partnership delivery with Renew Swindon who are registered with Men's Shed UK.

**SHOPMOBILITY**

We have continued to sustain the valuable Swindon Shopmobility Service since statutory funding ceased at the end of 2021. The service does not generate sufficient income from rental and scooter servicing to cover the necessary core costs.

In July 2022, we launched a small accessible community café adjacent to the Shopmobility Service, 'Café Mobility' which we hoped would generate sufficient income to cover the shortfall on Shopmobility to help sustain the service. We were grateful for a £7,000 grant from National Lottery to help us equip the café along with continued pro bono support of supplies from the local Tesco Metro shop. The Café serves 'Change Please' coffee, a social enterprise that supports the homeless with employment opportunities.

Unfortunately, despite a high-profile launch, regular marketing through community radio and social media and a 5-hygiene rating, our footfall in year one of trading has been lower than projected and insufficient to cover the labour costs. The fully accessible Café is popular with Shopmobility Customers and charity workers in Sanford House, and we hope to increase footfall and trade and seek grant funding to help sustain both the Café and the Shopmobility service. We were pleased to receive a £5,000 grant from the Wiltshire Community Foundation.



Report of the Trustees  
for the Year Ended 31 March 2023

**OTHER PROJECTS AND SERVICES**

**Pride of Swindon Awards**

We were pleased to support these annual awards, now in their 13th year, by the administration of all the nominations, the notification to all those nominated; preparing the packs for the judging panel; chairing the judging panel; notification to the finalists and those that were unsuccessful and helping to organise the award event which took place in April 2022.

**Safer Streets Survey and Focus Groups**

Following feedback from our original two Safer Streets reports, it was noted that most of the feedback (87%) came from those that are White British. We were asked by Swindon Community Safety Partnership to carry out further research as part of funding from Safer Streets 4. During Q4 we hosted focus groups with 7 difference groups of people with protected characteristics working in partnership with some other local community groups and charities.

We spent time in some of the neighbourhoods where people had reported not feeling safe, gathering views from locals to find out if this was the same for people living in the areas or a reputational problem.

We have also worked with the Swindon Community Safety Partnership to produce information to go out as a credit card sized card in 'safety bags' given out to people during the night-time economy. A link via a QR code to VAS's website provides emergency contact details for different supporting organisations.

Work continues to develop information on our website following feedback on use of taxis (which will also be accessed via the QR code - how to travel safely in taxis, how to identify registered taxis, and information on training that taxi drivers need to go through in Swindon before obtaining the licence). This is to reassure the public, following feedback in our first two reports suggesting that people were still not confident using taxis due to the high-profile Sian O'Callaghan murder by a taxi driver in Swindon.

**Disclosure and Baring Service Umbrella body**

We continue to support charities and volunteers by providing a DBS umbrella service, processing 174 DBS checks for 32 organisations during this financial year.

**Printing and Copying Service**

Whilst the COVID pandemic encouraged wider use of electronic communication mediums, we have continued to offer our competitive printing and copying service to smaller organisations when needed.

**FINANCIAL REVIEW**

**Financial position**

Total funds at 31 March 2023 were £432,776 of which £107,097 were restricted. Funds held as fixed assets were £94,920. Designated funds total £213,000. Free reserves, excluding funds held as restricted funds, designated funds and fixed assets, were £17,759.

**Report of the Trustees**  
**for the Year Ended 31 March 2023**

**FINANCIAL REVIEW**

**Principal funding sources**

Our principal funding sources are:

- Commissioned grant income from Swindon Borough Council to deliver our core infrastructure support to the sector.
- Grant income through a management agreement with Swindon Borough Council to manage Sanford House as an effective community hub.
- National Lottery grant to provide additional capacity for three years 2022-2025
- National Lottery grant to support the new Youth Voice Project 2023-2027
- Veterans Foundation and Armed Forces Covenant Fund Trust
- Bath and North East Somerset, Swindon and Wiltshire Integrated Care Board
- Other grant income
- Trading Income

**Investment policy and objectives**

The investment policy and objectives are agreed by the Board 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.

**Principal risks and uncertainties**

The Board review the principal risks for the charity on a regular basis and put strategies in place to manage these risks. Our top four principal risks at this point are:

IT Hardware/Software/Security - mitigated by the donation of laptops; upgrades to the latest Windows and security software; continuing to contract an IT service provider and planned upgraded to Wi-Fi and server.

Inadequate building health and safety management - mitigated by regular health and safety checks, training, strong supervision and policy review.

Losing the opportunity to manage Sanford House - mitigated by high quality delivery on landlord responsibilities and maximising the added value delivered by the asset to all stakeholders.

Business Continuity - mitigated by refreshing the current Business Continuity Plan, trying to upgrade to fibre Wi-Fi when it's available and a leadership restructure with effect from 1 April 2023.

Factors likely to affect future financial performance or position are mitigated by an adequate reserves policy.

**Reserves policy**

**Operational Reserve**

Most of VAS's income comes from the local authority, supplemented by grant income and 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 operational costs in reserve as well as financial provision to cover any necessary restructuring if necessary. In addition, any restricted funds are held in reserve to enable us to fulfil our funding obligations. Currently restricted funds stand at £107,097 and an operational reserve at £138,000 and the general fund, excluding fixed assets, at £17,759.

**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. £62,000 was invested in a new flat roof during 2021 and the Trustees are mindful of potential improvements to windows and the heating system in the future and the cost of temporary facilities should the repair work render the current office environment uninhabitable during repair works to ensure continuity of service. Current reserves held for this are £50,000.

**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/or temporary office accommodation during any renovations. The Trustees have decided to make a provision of £25,000 for this to ensure continuity of service.

**Report of the Trustees**  
**for the Year Ended 31 March 2023**

**FUTURE PLANS**

Our key objectives for the next year include:

- Launching and developing the Youth Voice Project.
- Sustaining Shopmobility and Café Mobility.
- Continuing to provide responsive and proactive funding and governance advice.
- Continuing to champion equality and diversity and inclusion.
- Ensuring that the Swindon VCSE is a valued partner in the Swindon Integrated Care Alliance.
- Helping to ensure that the VCSE is a valued partner in the broader BSW Integrated Care System.
- Continuing to be a representative voice for the Swindon VCSE on key boards and forums.
- Continuing to signpost services to veterans in Swindon and develop the Men's Shed project plus ongoing sustainability for this work.
- Developing our Volunteer Brokerage offer and seeking sustainable funding for this work.
- Sustaining and growing existing and build new collaboration networks.
- Explore and develop our 'paid for' services as a way of generating additional income.
- Continuing to champion apprenticeships in the Voluntary Sector.
- Investing in training and development for the VAS team.
- Recruiting at least two new Trustees with necessary skills.

**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 five 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.

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.

**Induction and training of new trustees**

An induction pack has 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.

**Key management remuneration**

The Chief Executive Officer undertakes annual external benchmarking of salaries to available benchmarking and shares the source data output from this with the Board of Trustees. Each employees' salary is benchmarked to a market rate, and, within affordability, the Trustees strive to adjust salaries annually with the aim moving competent and experienced staff to as close to the middle market rate as possible.

**Fundraising Standards**

As a charity we do not carry out significant fundraising activities but are aware of the Fundraising Standard requirements and would seek to adhere to them at all times.

Report of the Trustees  
for the Year Ended 31 March 2023

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

**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**

D Bell  
R Barrett (Chair)  
M Flay  
S Frawley  
S Henderson  
J Markey (resigned 21.12.22)  
S Peart (resigned 12.7.23)  
R Thiagarajah  
S Adamcova (appointed 11.10.22)

Chief Executive Officer - P Webb (to April 23), C Willis (from April 23)

**Independent Examiner**

James Gare FCA DChA  
Monahans  
Chartered Accountants  
Hermes House  
Fire Fly Avenue  
Swindon  
Wiltshire  
SN2 2GA

**Bankers**

Lloyds TSB Bank PLC  
5 High Street  
Swindon  
Wiltshire

Approved by order of the board of trustees on 30th Nov 23 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 2023.

**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 member of the 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.



James Gare FCA DChA

Monahans  
Chartered Accountants  
Hermes House  
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SN2 2GA

Date: 14 September 2023

**Voluntary Action Swindon**

**Statement of Financial Activities**  
**for the Year Ended 31 March 2023**

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	3	118,751	212,408	331,159	422,042
<b>Charitable activities</b>	5				
Funding Advice and Sector Support		31,644	56,362	88,006	60,071
Direct Community Support		42,087	-	42,087	21,469
Investment income	4	1,506	-	1,506	469
Other income		<u>8,676</u>	<u>-</u>	<u>8,676</u>	<u>14,390</u>
<b>Total</b>		<u>202,664</u>	<u>268,770</u>	<u>471,434</u>	<u>518,441</u>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>	6				
Funding Advice and Sector Support		149,771	241,159	390,930	375,124
Direct Community Support		<u>71,527</u>	<u>5,795</u>	<u>77,322</u>	<u>42,502</u>
<b>Total</b>		<u>221,298</u>	<u>246,954</u>	<u>468,252</u>	<u>417,626</u>
<b>NET INCOME/(EXPENDITURE)</b>		(18,634)	21,816	3,182	100,815
Transfers between funds	20	<u>37,667</u>	<u>(37,667)</u>	<u>-</u>	<u>-</u>
<b>Net movement in funds</b>		19,033	(15,851)	3,182	100,815
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		306,646	122,948	429,594	328,779
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>325,679</u>	<u>107,097</u>	<u>432,776</u>	<u>429,594</u>

The notes form part of these financial statements

**Voluntary Action Swindon (Registered number: 01604168)**

**Balance Sheet**  
**31 March 2023**

	Notes	2023 £	2022 £
<b>FIXED ASSETS</b>			
Tangible assets	14	94,920	101,214
<b>CURRENT ASSETS</b>			
Stocks	15	1,028	500
Debtors: amounts falling due within one year	16	37,859	48,852
Debtors: amounts falling due after more than one year	16	-	28,606
Cash at bank		<u>446,363</u>	<u>285,055</u>
		485,250	363,013
<b>CREDITORS</b>			
Amounts falling due within one year	17	(147,394)	(34,633)
<b>NET CURRENT ASSETS</b>		<u>337,856</u>	<u>328,380</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>432,776</u>	<u>429,594</u>
<b>NET ASSETS</b>		<u>432,776</u>	<u>429,594</u>
<b>FUNDS</b>	20		
Unrestricted funds		325,678	306,646
Restricted funds		<u>107,098</u>	<u>122,948</u>
<b>TOTAL FUNDS</b>		<u>432,776</u>	<u>429,594</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 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 and authorised for issue on 30th Nov 23 and were signed on its behalf by:



.....  
R Barrett - Trustee

The notes form part of these financial statements

**Voluntary Action Swindon**

**Cash Flow Statement**  
**for the Year Ended 31 March 2023**

	Notes	2023 £	2022 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	1	<u>159,802</u>	<u>31,540</u>
Net cash provided by operating activities		<u>159,802</u>	<u>31,540</u>
 <b>Cash flows from investing activities</b>			
Purchase of tangible fixed assets		-	(16,100)
Interest received		<u>1,506</u>	<u>469</u>
Net cash provided by/(used in) investing activities		<u>1,506</u>	<u>(15,631)</u>
 <b>Change in cash and cash equivalents in the reporting period</b>		 161,308	 15,909
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u>285,055</u>	<u>269,146</u>
 <b>Cash and cash equivalents at the end of the reporting period</b>		 <u>446,363</u>	 <u>285,055</u>

The notes form part of these financial statements



Voluntary Action Swindon

Notes to the Cash Flow Statement  
for the Year Ended 31 March 2023

1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2023 £	2022 £
Net income for the reporting period (as per the Statement of Financial Activities)	3,182	100,815
Adjustments for:		
Depreciation charges	6,294	5,294
Interest received	(1,506)	(469)
Increase in stocks	(528)	-
Decrease/(increase) in debtors	39,599	(71,094)
Increase/(decrease) in creditors	<u>112,761</u>	<u>(3,006)</u>
Net cash provided by operations	<u>159,802</u>	<u>31,540</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.22 £	Cash flow £	At 31.3.23 £
Net cash			
Cash at bank and in hand	<u>285,055</u>	<u>161,308</u>	<u>446,363</u>
	<u>285,055</u>	<u>161,308</u>	<u>446,363</u>
Total	<u>285,055</u>	<u>161,308</u>	<u>446,363</u>

## Voluntary Action Swindon

### Notes to the Financial Statements for the Year Ended 31 March 2023

#### 1. GENERAL INFORMATION

Voluntary Action Swindon is a charitable company limited by guarantee, without share capital, incorporated in England and Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The registered office address is 1 John Street, Swindon SN1 1RT. The principal activities can be found in the Trustees' Report.

#### 2. 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.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value.

The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest pound.

##### **Going concern**

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

##### **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.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Donations are recognised on a receivable basis where there is certainty of receipt and the amount can be reliably measured.

Where material, donated goods and services are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. On receipt, where material, donated goods and services are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

In accordance with the Charities SORP (FRS 102), the general volunteer time is not recognised and refer to the trustees' annual report for more information about their contribution.

##### **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	- 2% on straight line basis
Fixtures and fittings	- 25% on straight line basis

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

**Voluntary Action Swindon**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31 March 2023**

**2. ACCOUNTING POLICIES - continued**

**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.

**Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

**3. DONATIONS AND LEGACIES**

	2023	2022
	£	£
Donations	2,065	6,678
Grants	<u>329,094</u>	<u>415,364</u>
	<u>331,159</u>	<u>422,042</u>

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

	2023	2022
	£	£
Swindon Borough Council	229,771	279,815
National Lottery	-	94,524
The Veterans Foundation	22,680	20,000
BSW Integrated Care Board	53,550	9,000
Other grants	<u>23,093</u>	<u>21,025</u>
	<u>329,094</u>	<u>415,364</u>

**Voluntary Action Swindon**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2023**

<b>4. INVESTMENT INCOME</b>			
		2023	2022
		£	£
Deposit account interest		<u>1,506</u>	<u>469</u>
<b>5. INCOME FROM CHARITABLE ACTIVITIES</b>			
		2023	2022
		£	£
Letting and rental income	Activity	84,505	58,943
Community print	Funding Advice and Sector Support	1,561	605
Training and conference	Funding Advice and Sector Support	1,940	523
Shopmobility sales	Direct Community Support	30,707	21,469
Café mobility sales	Direct Community Support	<u>11,380</u>	<u>-</u>
		<u>130,093</u>	<u>81,540</u>
<b>6. CHARITABLE ACTIVITIES COSTS</b>			
	Direct Costs (see note 7)	Support costs (see note 8)	Totals
	£	£	£
Funding Advice and Sector Support	251,254	139,676	390,930
Direct Community Support	<u>75,350</u>	<u>1,972</u>	<u>77,322</u>
	<u>326,604</u>	<u>141,648</u>	<u>468,252</u>
<b>7. DIRECT COSTS OF CHARITABLE ACTIVITIES</b>			
		2023	2022
		£	£
Staff costs		282,554	219,561
Other staff costs		3,861	4,619
Community print		4,053	3,344
Project costs		18,885	3,922
Shopmobility costs		5,386	4,697
Café costs		<u>11,865</u>	<u>2,128</u>
		<u>326,604</u>	<u>238,271</u>
<b>8. SUPPORT COSTS</b>			
	Management	Finance	Governance costs
	£	£	£
Funding Advice and Sector Support	136,848	628	2,200
Direct Community Support	<u>1,972</u>	<u>-</u>	<u>-</u>
	<u>138,820</u>	<u>628</u>	<u>2,200</u>
			Totals
			£
			139,676
			<u>1,972</u>
			<u>141,648</u>
<b>9. NET INCOME/(EXPENDITURE)</b>			
Net income/(expenditure) is stated after charging/(crediting):			
		2023	2022
		£	£
Auditors' remuneration		-	6,014
Depreciation - owned assets		6,294	5,294
Independent examination		1,500	-
Operating leases		<u>1,529</u>	<u>1,529</u>

# Voluntary Action Swindon

## Notes to the Financial Statements - continued for the Year Ended 31 March 2023

### 10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

#### Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

### 11. STAFF COSTS

	2023	2022
	£	£
Wages and salaries	259,377	200,627
Social security costs	15,564	12,147
Other pension costs	7,613	6,787
	<u>282,554</u>	<u>219,561</u>

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

	2023	2022
Administration	1	1
Management	4	4
Support	6	6
	<u>11</u>	<u>11</u>

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

The average monthly number of full-time equivalent employees during the year was 11 (2022: 11):

Key management personnel for the charity comprises the Trustees and the Chief Executive Officer. The total employee benefits for key management personnel of the charity were £50,585(2022: £50,739).

### 12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	159,975	262,067	422,042
<b>Charitable activities</b>			
Funding Advice and Sector Support	24,553	35,518	60,071
Direct Community Support	21,469	-	21,469
Investment income	469	-	469
Other income	<u>14,390</u>	<u>-</u>	<u>14,390</u>
<b>Total</b>	<u>220,856</u>	<u>297,585</u>	<u>518,441</u>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Funding Advice and Sector Support	213,170	161,954	375,124
Direct Community Support	<u>40,113</u>	<u>2,389</u>	<u>42,502</u>
<b>Total</b>	<u>253,283</u>	<u>164,343</u>	<u>417,626</u>
<b>NET INCOME/(EXPENDITURE)</b>	(32,427)	133,242	100,815
Transfers between funds	<u>23,045</u>	<u>(23,045)</u>	<u>-</u>
<b>Net movement in funds</b>	(9,382)	110,197	100,815

**Voluntary Action Swindon**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2023**

**12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	316,028	12,751	328,779
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>306,646</u>	<u>122,948</u>	<u>429,594</u>

**13. GOVERNMENT GRANT INCOME:**

	2023 £	2022 £
Swindon Borough Council	234,771	236,492
BSW Integrated Care Board	53,550	9,000

There were no unfulfilled conditions or other contingencies attached to these grants. The charity has not directly benefited from any other forms of government assistance.

**14. TANGIBLE FIXED ASSETS**

	Freehold property £	Fixtures and fittings £	Totals £
<b>COST</b>			
At 1 April 2022 and 31 March 2023	<u>113,425</u>	<u>61,039</u>	<u>174,464</u>
<b>DEPRECIATION</b>			
At 1 April 2022	25,694	47,556	73,250
Charge for year	<u>2,269</u>	<u>4,025</u>	<u>6,294</u>
At 31 March 2023	<u>27,963</u>	<u>51,581</u>	<u>79,544</u>
<b>NET BOOK VALUE</b>			
At 31 March 2023	<u>85,462</u>	<u>9,458</u>	<u>94,920</u>
At 31 March 2022	<u>87,731</u>	<u>13,483</u>	<u>101,214</u>

**15. STOCKS**

	2023 £	2022 £
Stocks	<u>1,028</u>	<u>500</u>

**16. DEBTORS**

	2023 £	2022 £
Amounts falling due within one year:		
Trade debtors	3,248	5,637
Other debtors	28,606	36,144
Prepayments	<u>6,005</u>	<u>7,071</u>
	<u>37,859</u>	<u>48,852</u>

**Voluntary Action Swindon**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31 March 2023**

**16. DEBTORS - continued**

	2023 £	2022 £
Amounts falling due after more than one year:		
Other debtors	<u>-</u>	<u>28,606</u>
Aggregate amounts	<u>37,859</u>	<u>77,458</u>

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

	2023 £	2022 £
Trade creditors	29,318	9,007
Social security and other taxes	5,570	4,276
Other creditors	1,182	2,166
Accruals and deferred income	<u>111,324</u>	<u>19,184</u>
	<u>147,394</u>	<u>34,633</u>

**18. LEASING AGREEMENTS**

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2023 £	2022 £
Within one year	1,529	1,529
Between one and five years	<u>382</u>	<u>1,911</u>
	<u>1,911</u>	<u>3,440</u>

**19. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
Fixed assets	94,920	-	94,920	101,214
Current assets	378,152	107,098	485,250	363,013
Current liabilities	<u>(147,394)</u>	<u>-</u>	<u>(147,394)</u>	<u>(34,633)</u>
	<u>325,678</u>	<u>107,098</u>	<u>432,776</u>	<u>429,594</u>

**Voluntary Action Swindon**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31 March 2023**

**20. MOVEMENT IN FUNDS**

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
<b>Unrestricted funds</b>				
General fund	113,646	(18,635)	17,667	112,678
Property maintenance fund	35,000	-	15,000	50,000
Operational reserve fund	133,000	-	5,000	138,000
Property fund	<u>25,000</u>	<u>-</u>	<u>-</u>	<u>25,000</u>
	306,646	(18,635)	37,667	325,678
<b>Restricted funds</b>				
SBC - Sanford House	27,651	21,300	(12,060)	36,891
Sanford House	2,786	-	-	2,786
The Veterans Foundation	18,850	8,033	(4,203)	22,680
BSW ICB Capacity Funding	2,000	18,700	(17,200)	3,500
Mind	1,116	144	-	1,260
Cafe mobility	5,795	(5,795)	-	-
Capacity funding	64,750	(36,144)	-	28,606
Pride of Swindon Awards	-	2,064	-	2,064
VAS Conference	-	(1,700)	1,700	-
BSW ICB Board - VCSE representation	-	904	(904)	-
Volunteer Centre	-	5,000	(5,000)	-
REND Research Engagement Network Development	<u>-</u>	<u>9,311</u>	<u>-</u>	<u>9,311</u>
	<u>122,948</u>	<u>21,817</u>	<u>(37,667)</u>	<u>107,098</u>
<b>TOTAL FUNDS</b>	<u>429,594</u>	<u>3,182</u>	<u>-</u>	<u>432,776</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	202,664	(221,299)	(18,635)
<b>Restricted funds</b>			
SBC - Sanford House	173,268	(151,968)	21,300
National Lottery	908	(908)	-
Wiltshire Community Foundation	5,000	(5,000)	-
The Veterans Foundation	22,680	(14,647)	8,033
BSW ICS Capacity Funding	20,500	(1,800)	18,700
Mind	1,000	(856)	144
Cafe mobility	300	(6,095)	(5,795)
Capacity funding	-	(36,144)	(36,144)
Pride of Swindon Awards	2,064	-	2,064
VAS Conference	5,000	(6,700)	(1,700)
Population Health Management Programmes	8,300	(8,300)	-
BSW ICB Board - VCSE representation	9,750	(8,846)	904
Volunteer Centre	5,000	-	5,000
REND Research Engagement Network Development	<u>15,000</u>	<u>(5,689)</u>	<u>9,311</u>
	<u>268,770</u>	<u>(246,953)</u>	<u>21,817</u>
<b>TOTAL FUNDS</b>	<u>471,434</u>	<u>(468,252)</u>	<u>3,182</u>



# Voluntary Action Swindon

## Notes to the Financial Statements - continued for the Year Ended 31 March 2023

### 20. MOVEMENT IN FUNDS - continued

#### Comparatives for movement in funds

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
<b>Unrestricted funds</b>				
General fund	101,028	(32,427)	45,045	113,646
Property maintenance fund	60,000	-	(25,000)	35,000
Operational reserve fund	130,000	-	3,000	133,000
Property fund	25,000	-	-	25,000
	316,028	(32,427)	23,045	306,646
<b>Restricted funds</b>				
SBC - Sanford House	8,965	32,731	(14,045)	27,651
Sanford House	2,786	-	-	2,786
National Lottery	1,000	(1,000)	-	-
The Veterans Foundation	-	18,850	-	18,850
BSW ICS Capacity Funding	-	7,000	(5,000)	2,000
Mind	-	1,116	-	1,116
Cafe mobility	-	9,795	(4,000)	5,795
Capacity funding	-	64,750	-	64,750
	12,751	133,242	(23,045)	122,948
<b>TOTAL FUNDS</b>	<u>328,779</u>	<u>100,815</u>	<u>-</u>	<u>429,594</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	220,856	(253,283)	(32,427)
<b>Restricted funds</b>			
SBC - Sanford House	155,277	(122,546)	32,731
National Lottery	-	(1,000)	(1,000)
The Veterans Foundation	20,000	(1,150)	18,850
BSW ICB Capacity Funding	9,000	(2,000)	7,000
Mind	1,350	(234)	1,116
Shopmobility	12,250	(12,250)	-
Cafe mobility	12,184	(2,389)	9,795
Capacity funding	87,524	(22,774)	64,750
	297,585	(164,343)	133,242
<b>TOTAL FUNDS</b>	<u>518,441</u>	<u>(417,626)</u>	<u>100,815</u>

The charity's restricted funds have the following purposes:

Sanford House - Funds utilised to meet legal expenditure.

SBC - Sanford House - Funds applied to expenditure on project development costs, internal and external costs.

Wiltshire Community Foundation - to Support Shopmobility

Capacity funding - National Lottery funding to improve and enhance the service provided to charities and community groups

The Veterans Foundation - fund the recruitment and employment of a veteran support worker

## Voluntary Action Swindon

### Notes to the Financial Statements - continued for the Year Ended 31 March 2023

#### **20. MOVEMENT IN FUNDS - continued**

BSW ICS Capacity Funding - to provide capacity funding to VAS and via VAS to Swindon VCSE organisations to engage in future ICS/ICA work.

Mind - Time to Talk project funding

Café mobility - Funding to establish outdoor coffee shop and heated seating space adjacent to shopmobility service run. This fund also includes donations received for the café.

Shopmobility - to employ a shopmobility supervisor to focus on reducing isolation and improving wellbeing of adults with mobility issues

Pride of Swindon Awards - funds to support merchandise and marketing and to arrange a formal community awards event

BSW ICB Board VCSE representation - Funding provided to support a named member of VAS staff to attend the BSW ICB Board as the VCSE Partner member.

Volunteer Centre - establishing a volunteer brokerage service

REND Research Engagement Network Development - work to see how best to engage with a specific target group

Population Health Management - VCSE sector engagement and participation in the population health management programme.

VAS Conference - sponsorship for the VAS conference.

The charity's designated funds have the following purposes:

Property Maintenance Fund - Fund to provide for any emergency and major repairs and refurbishments as and when required.

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.

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.

#### **Transfers between funds**

£12,060 transferred from Sanford Street to general fund represents the amount per the agreement that can be retained.

£4,203 transferred from Veterans Foundation for supervision, marketing, training, printing and overheads.

£17,200 transferred from BSW ICS Capacity Funding for staff time, travel, preparation and feed back to the VCSE.

£5,000 transferred from Volunteer Centre towards establishing a volunteer brokerage service.

#### **21. EMPLOYEE BENEFIT OBLIGATIONS**

The charity operates a defined contribution pension scheme. The costs for the period was £7,612 (2022: £6,787). At 31 March 2023 contributions totalling £890 (2022: £665) were outstanding.

Voluntary Action Swindon

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2023

**22. RELATED PARTY DISCLOSURES**

The trustee, J Markey, provides training courses to charities. He received payment of £1,193 (2022: £1,196) from Voluntary Action Swindon for this service. This payment does not relate to services as a trustee.

There were no other related party transactions during the year.

**23. AGENCY ARRANGEMENTS**

Voluntary Action Swindon entered into an agreement with Kennet Furniture Refurbiz to host the distribution of BSW ICB Health Inequalities funding to form a 'Swindon Crisis Provision Fund' to support households in the most financially deprived areas of Swindon have access to furniture and white goods. In the year ended 31 March 2023 the charity received £25,000 and disbursed £Nil from the fund. Total undistributed funds at 31 March 2023 were £25,000 and this is held in deferred income.