

VOLUNTARY AND COMMUNITY ACTION SUNDERLAND

(A company limited by guarantee)

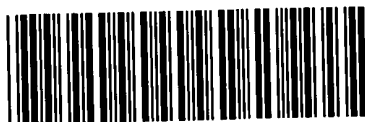
REPORT AND FINANCIAL STATEMENTS

For the year ended 31 March 2017

Company Registration Number 01759477

Registered Charity Number 702930

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VOLUNTARY AND COMMUNITY ACTION SUNDERLAND
(A company limited by guarantee)

TRUSTEES ANNUAL REPORT
For the year ended 31 March 2017

The trustees are pleased to present their annual Directors' report together with financial statements of the charity for the year ended 31 March 2017 which are also prepared to meet the requirements for a Directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable to the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

1. Reference and administrative details of the charity, its trustees and advisors

Charity Number 702930
Company Number 01759477

Registered Office and operational address 8 Frederick Street
Sunderland
Tyne & Wear
SR1 1NA

Trustees	Mrs D Gardiner	(Resigned 22/02/2017)
	Mrs. J. Hilton	Chair
	Mrs A Morrison	(Resigned 22/02/2017)
	Mrs C Bulmer	Treasurer
	Mr S Armstrong	Vice-Chair
	Mrs K Lowe	
	Mr K Ramanathas	(Appointed 03/03/2017)
	Mr Karl Stabler	(Appointed 03/03/2017)
	Mrs S J Jones	(Retired 02/06/2017)

Chief Officer / Company Secretary Gillian McDonough

Independent Examiner Jim Dodds
Ellison Services Limited
Higham House
Higham Place
Newcastle upon Tyne
NE1 8AF

Bankers Unity Trust Bank
Nine Brindleyplace
Birmingham
B1 2HB

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2. Structure, governance and management

Governing documents

The organisation is a charitable company limited by guarantee, incorporated on the 6 October 1973. The company was established under a Memorandum of Association which establishes the objectives and powers of the charitable company and is governed under its Articles of Association. The directors of the company are also charity trustees for the purposes of charity law. In the event of the company being wound up, the members are required to contribute an amount not exceeding £1.

Appointment of Trustees

Trustees are elected at the AGM and can serve more than one term. Interested possible new trustees are encouraged to attend trustee meetings.

Organisation

The trustees meet at least 6 times each year and deal with the administration of the charity to ensure Voluntary and Community Action Sunderland has a clear vision and strategy for the future, and to monitor the performance against plans, to support the management and staff team, and to oversee financial accountability and risk management.

The operational management of the organisation is undertaken by the paid staff team.

Risk management

The Directors/Trustees have examined the major risks, which the company faces in relation to external factors, governance and management, internal operations and business. They are considering the likelihood and the impact of risks and are reviewing what systems should be in place to control and reduce those risks. The systems are being designed to provide reasonable, but not absolute, assurance against material loss or misstatement of loss.

3. Financial review

The Directors consider that our cash resources of £218,750 at the 31 March 2017 and at the date of signing our accounts are more than sufficient to meet its current ongoing operations.

The management board has continued to pay scrutiny to the charities requirements for reserves. The year has been a very difficult one for VCAS, and we anticipate more difficult times are ahead due to many changing circumstances out of VCAS control, including the global financial difficulties impacting on funder's abilities to fund infrastructure organisations.

This however, does not change our view on the amounts necessary to reserve against core activities which have changed very little over the last year.

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This however, does not change our view on the amounts necessary to reserve against core activities which have changed very little over the last year.

VCAS have spent considerable time over the twelve months period reviewing the organisational strategic priorities, its direction of travel and undertaking consultation with the sector to ascertain the needs, wants and aspirations of the VCSE, giving consideration to the changing economic climate. This has brought about an organizational restructure in order that VCAS services meet the changing needs of the sector, embracing new ways of working and creating a leaner stronger team.

Reserves policy

Reserves currently stand at £206,085 if this is taken as net current assets. This would enable VCAS to fund its core team and running costs for more than a year. VCAS day to day running costs outside of covered project costs and therefore sufficient funds are in existence for the required level of operating reserves.

4. Public benefit statement

The trustees have referred to the Charity Commission's guidance on public benefit when reviewing the charity's objectives and planning its future activities. This annual report will aim to demonstrate the link between our charitable activity and how this benefits our service users.

5. Objectives and activities

To support voluntary and community sector organisations which reside or operate in the City of Sunderland and its immediate surrounding area (hereinafter called "the area of benefit") so that they can function more effectively.

To promote any charitable purposes for the benefit of the community, in the area of benefit and in particular the advancement of education, sport and leisure, the protection of health and the relief of poverty, distress and sickness.

To promote and organise co-operation in the achievement of the above purposes and to that end bring together representatives of the voluntary organisations and statutory authorities with the area of benefit.

6. Achievements and Performance

Voluntary and Community Action Sunderland are delighted to have been able to continue the delivery and full range of core services to the sector. In times of austerity, we recognize that with many cutbacks, things are becoming more difficult however; we have managed to deliver another year of capacity building services for Sunderland's voluntary and community sector, which is at the heart of everything we do.

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For the year ended 31 March 2017

Our delivery throughout the year has been tireless in both, supporting and developing organizations and individuals who can play an integral part in helping the sector to deliver and improve the communities within our city.

Our core focus included; Funding Information, advice and guidance, Training and workforce development, Enabling Communication and Collaboration, Membership, Promoting Strategic Involvement and Good Practice and Volunteering. Our many achievements bring us closer to assisting those most in need and are at the heart of our communities.

Leading Networking and Collaboration

We held monthly funding surgeries throughout the year in order that our members and colleagues could connect on a one to one basis with the funders including; Leaf, Sita, Biffa, Children In Need to name but a few, and additionally, held our Annual Funding Fair with over 11 Funders supporting the day and 50 VCSE organisations in attendance.

Funding continues to be one of our most needed core services and the need for advice and support around that service continues to grow, as does the way in which we engage, and apply for funding. That service offers help with identification of suitable funders, criteria checking, completion, check and change and a critical friend offer. We also continue to share with the sector the latest funding opportunities and a breakdown of the essentials against each funder, in order that the organisations have less to do and can act quickly if it is suitable for them.

In addition, we also offered Specialist Support Services; this is our tailored paid for service and delivered to over twelve organisations in the year, supporting them with Logic models, Business plans, funding strategies, bid writing and much more.

As host for HealthNet twelve meetings were held throughout the year, bringing all VCSE health and social care organisations together to discuss issues, challenges and opportunities. Additionally, hear presentations from a high number of multi-agency partners and VCSE organisations.

Connecting & Developing Resilient Organisations and Individuals

Our training programme produced great rewards for the sector, delivering sessions in; up-skilling, ensuring people understand their responsibilities as Trustees, assisting those volunteers to undertake their role with confidence.

During the reporting period organisations have taken advice or been supported to improve their governance and in turn legal standing across a range of areas including; choosing the right legal structure, changing their structure, amending the governing documentation, policy support, financial reporting requirements, staff and volunteer management, putting procedures in place, and safeguarding.

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For the year ended 31 March 2017

Young Foundation – Communities Can - Throughout the year we were proud to have successfully delivered the Big Lottery Communities Can programme, at both a strategic and operational level, providing capacity building support and building capabilities to over eighteen front line organisations and overseeing the management of the programme for the Sunderland area.

This work involved; being a lead partner in the delivery of the programme for Sunderland. Promoting the buy in and access for the VCSE sector in Sunderland to a £1.3m pot of vouchers to deliver dedicated support via a provider scheme, aimed at below the radar organisations.

We undertook asset mapping, conference calls, brokerage for services, ran monthly grant panel meetings, publicity and marketing of the programme. The support the sector on offer from VCAS included: business plans, funding strategies, good governance, training, bid writing to name but a few.

As an enabler, part of our role in the year was to facilitate links between members and key organisations, working with Tyne and Wear Community Foundation, we brought small and new VCSE groups together to find out more about each other and to hear of the many varying funds they have on offer. We worked with other organisations such as the Parliamentary Outreach team, Sunderland University Students Union and NHS England.

Programme delivery – VCAS undertook a wide range of programmes throughout the year, providing support, training, information and professional services. These were funded by: The Peoples Health Trust, Sunderland City Council, Sir James Knott, Community Foundation Tyne and Wear and NHS England. The delivery enabled VCAS to offer a first class support and development service to many individuals and organisations, bringing greater rewards for the people in our communities in Sunderland.

Enabling Communication and Collaboration

Our core services enabled us to ensure that the sector was fully informed of activity and development relevant to their needs via our; weekly Connect Sunderland newsletter, monthly HealthNet newsletter, daily HealthNet facebook, VCAS website, VCAS facebook page and twitter.

Provision of information is disseminated to all VCAS Members, Elected members, Volunteers and Multi-agency partners

Promoting Strategic Involvement and Good Practice

At a strategic level, we maintained our infrastructure role at the Out of Hospital Board, Sunderland Partnership, Sunderland Safeguarding Board, Inclusive Communities Board, Sustainable Sunderland Partnership, Suez Liaison Group, NHS England and many others. All with the aim of; developing and discussing local business to shape and inform programmes and activity to benefit the people in our communities in Sunderland.

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For the year ended 31 March 2017

Membership

VCAS Membership continues to slowly grow; in particular as new organisations are established. Throughout 2016/17 we have seen an increase in membership applications encompassing a diverse range of organisations across the City, meeting the needs of our diverse communities. Through VCAS membership, voluntary and community organisations continue to develop and thrive by taking advantage of the extensive range of benefits and support services on offer, including:

- ☐ receive the VCAS Connect Sunderland Newsletter - packed with local, regional and national news around issues affecting the voluntary and community sector
- ☐ Access through our Facebook and Twitter to disseminate targeted information relevant to your organisation at a speedy pace.
- ☐ receive one-to-one funding support
- ☐ be invited to regular free events and briefing sessions
- ☐ enjoy free advertising of jobs and events through our website and Connect Sunderland newsletter, Facebook and twitter
- ☐ have access to constitutional and policy support
- ☐ access volunteering support and development
- ☐ be able to contribute to the sector's local voice through consultation and research exercises
- ☐ Be eligible for subsidized training places
- ☐ Receive discount on our Specialist Services

VCAS work with organisations encompasses 360-degree support, incorporating the drawing up of constitution, governance advice, policy and procedures, funding advice, a bespoke fund writing service, workforce development and acting as a voice for the voluntary sector in Sunderland.

It is free to join. <http://www.vcasunderland.org.uk/becoming-members>

Volunteering

We held a hugely successful Volunteer Consultation event in June, where over 70 VCSE organisations, multi-agency partners and business all came together in order to discuss the Future of Volunteering in Sunderland. We heard from truly inspirational volunteers, some of those from organisations who solely rely on volunteers, listened to their challenges and concerns, gained an insight into the needs, wants and aspirations for volunteering in the future in Sunderland.

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TRUSTEES ANNUAL REPORT
For the year ended 31 March 2017

2017 is the year for implementation of the new strategy and embracing the new model, moving forward the Volunteer agenda and actively looking to change perceptions around volunteering in order to promote the wider benefits to individuals and organisations from all sectors.

The vision for Sunderland - Sunderland is a great place to volunteer – where volunteering is properly resourced and valued, good practice is observed by all, and volunteers are fully supported and recognised for their valuable contribution to making a difference in the city of Sunderland.

Moving forward

One of the biggest pieces of work in the year was, the Planning for Change agenda for VCAS. The Executive Board of VCAS spent almost twelve months in order to consult on the sector's needs, undertaking an organisational review, restructure and defining new roles for delivery of services. This ensured VCAS are able to embrace the changing needs of the sector in the current economic climate and can provide quality support across a range of interventions, additionally, providing long term sustainability to the organisation.

April 2017 brings a fresh start for the VCAS with new staff, new areas of work and varying ways of delivery, ensuring we can support the sector in a much more efficient and effective way.

The new financial year will enable VCAS to spend time refreshing the organisational business plan and developing dedicated action plans for the staff team, linking with the sector and multi-agency partners to achieve the best for the people in our communities.

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TRUSTEES ANNUAL REPORT
For the year ended 31 March 2017

7. Statement of Trustee Responsibilities

The trustees, who are also directors for the purposes of company law are responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of incoming resources and application of resources, including the income and expenditure of the charitable company for that year. In preparing those financial statements, the trustees are required to:

- ☒ select suitable accounting policies and apply them consistently;
- ☒ observe the methods and principles in the Charities SORP;
- ☒ make judgements and estimates that are reasonable and prudent;
- ☒ state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- ☒ prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

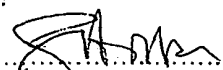

The trustees are responsible for keeping accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Board on: 1 August 17....

and are signed on their behalf by:

Mrs J Hilton

Mr S Armstrong

 (Chair)
 (Vice-Chair)

VOLUNTARY AND COMMUNITY ACTION SUNDERLAND
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INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
For the year ended 31 March 2017

I report on the financial statements of Voluntary And Community Action Sunderland for the year ended 31 March 2017, which are set out on pages 10 to 20

Respective responsibilities of trustees and examiner

The trustees (who are also directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for the year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- h examine the accounts under section 145 of the 2011 Act,
- h to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act), and
- h to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

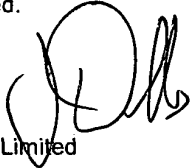
In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in, any material respect, the requirements:

- h to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - h to prepare accounts which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities
- have not been met ; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Jim Dodds
Ellison Services Limited
Higham House
Higham Place
Newcastle upon Tyne
NE1 8AF
Date: 4/10/17.



VOLUNTARY AND COMMUNITY ACTION SUNDERLAND
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STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING SUMMARY INCOME & EXPENDITURE ACCOUNT)

For the year ended 31 March 2017

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2017 £	Total 2016 £
Income from:					
Charitable activities					
Grants and contracts	6	54,163	33,679	87,842	131,089
Other trading activities	7	14,900	-	14,900	5,206
Investments	8	279	-	279	762
Total income		69,342	33,679	103,021	137,058
Expenditure on:					
Charitable activities					
Operation of the charity	9	139,884	33,679	173,563	187,164
Total expenditure		139,884	33,679	173,563	187,164
Net income/(expenditure)and Net movement of funds		(70,542)	-	(70,542)	(50,105)
Reconciliation of funds					
Total funds brought forward		446,627	-	446,627	496,733
Total funds carried forward		376,085	-	376,085	446,627

The Statement of Financial Activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities

The notes on pages 12 to 20 form an integral part of these accounts.

VOLUNTARY AND COMMUNITY ACTION SUNDERLAND
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Registered Charity Number 702930
Company Registration Number 01759477

BALANCE SHEET
As at 31 March 2017

	Notes	£	Total 2017 £	£	Total 2016 £
Fixed assets					
Tangible assets	15		170,000		170,000
Total fixed assets			<u>170,000</u>		<u>170,000</u>
Current assets					
Debtors	16	633		16,244	
Cash at bank and in hand	17	218,750		261,642	
Total current assets		<u>219,383</u>		<u>277,886</u>	
Creditors: amounts falling due within one year	18	(13,298)		(1,259)	
Net current assets			<u>206,085</u>		<u>276,627</u>
Total assets less current liabilities			<u>376,085</u>		<u>446,627</u>
Total net assets or liabilities			<u>376,085</u>		<u>446,627</u>
Funds of the charity					
Unrestricted income funds			376,085		446,627
Restricted income funds					-
Total funds			<u>376,085</u>		<u>446,627</u>

The company was entitled to an exemption from audit under s477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with the respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

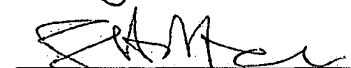
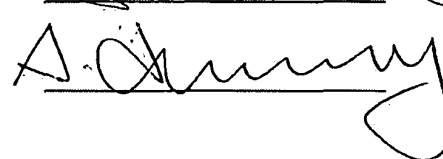
The notes on pages 12 to 20 form an integral part of these accounts.

These financial statements were approved by the Board on:

and are signed on its behalf by:

Mrs J Hilton
Director (Chair)

Mr S Armstrong
Director (Vice Chair)

1 August 2017



VOLUNTARY AND COMMUNITY ACTION SUNDERLAND

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NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2017

1 Accounting Policies

The principle accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

2 Basis of accounting

2.1 Basis of preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011

Voluntary and Community Action Sunderland meets the definition of a public benefit entity under FRS 102.

2.2 Preparation of the accounts on a going concern basis

The charity reported total unrestricted funds (not invested in fixed assets) at the year end of £206,085 and has already secured a significant amount of funding for the current year. The trustees are of the view that the immediate future of the charity for the next 12 to 18 months is secure and that on this basis the charity is a going concern.

3 Income

3.1 Recognition of income

Income is recognised when the charity has entitlement to the resources, any performance conditions attached to the item(s) of income have been met, it is more likely than not that the resources will be received and the monetary value can be measured with sufficient reliability.

3.2 Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by FRS102 SORP or FRS102.

3.3 Grants and donations

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.

Income received in advance or provision of other specified service is deferred until the criteria of income recognition are met.

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NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2017

3.4 Donated goods and services

Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so

Donated services and facilities are included in the SoFA when received at the value of the gift to the charity provided that the value of the gift can be measured reliably. Donated services and facilities that are consumed immediately are recognised as income with the equivalent amount recognised as an expense under the appropriate heading in the SoFA

3.5 Volunteer help

The value of volunteer help received is not included in the accounts but is described in the trustees' annual report.

3.6 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

3.7 Income from membership subscriptions

Membership subscriptions received in the nature of a gift are recognised in donations and legacies

Membership subscriptions which gives a member the right to buy services or other benefits are recognised as income earned from the provision of goods and services as income from charitable activities.

3.8 Investment gains and losses

This includes any realised or unrealised gains or losses on the sale of investment and any gain or loss resulting from revaluing investments to market value at the end of the year.

3.9 Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charities' work or for specific projects being undertaken by the charity.

4 Expenditure and liabilities

4.1 Liability recognition

Liabilities are recognised when it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty

4.2 Charitable activities

Expenditure on charitable activities includes the costs of activities undertaken to further the purposes of the charity and their associated support costs.

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NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2017

4.3 Governance and support costs

Support costs have been allocated between governance cost and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

4.4 Irrecoverable VAT

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

4.5 Creditors

The charity has creditors which are measured at settlement amounts less any trade discounts

4.6 Provisions for liabilities

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date

5 Assets

5.1 Tangible fixed assets for use by the charity

Individual fixed assets costing £250 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Property	Not depreciated
Office and computer equipment	Straight line over four years

5.2 Investments

Fixed asset investments in quoted shares, traded bonds and similar investments are valued at initially at cost and subsequently at fair value (their market value) at the year end. The same treatment is applied to unlisted investments unless fair value cannot be measured reliably in which case it is measured at cost less impairment

Investments held for resale or pending their sale and cash and cash equivalents with a maturity date of less than 1 year are treated as current asset investments

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For the year ended 31 March 2017

Analysis of income

	Unrestricted Funds £	Restricted Funds £	Total 2017 £	Total 2016 £
6 Charitable activities				
<u>Income from grants and contracts</u>				
Healthwatch	-	-	-	10,000
Big Lottery/Communities Living Sustainably	-	6,674	6,674	38,499
Sunderland City Council - Welfare Advice	2,040	18,539	20,579	24,985
Awards for All	-	5,466	5,466	-
Big Lottery The Young Foundation	36,850	-	36,850	56,800
Big Lottery The Young Foundation / Communities Can	3,075	-	3,075	-
Big Lottery Capacity Building	-	-	-	805
NHS CCG	5,000	-	5,000	-
CAF Smart Energy	5,523	-	5,523	-
Sir James Knott Trust	-	3,000	3,000	-
Peoples Health Trust	1,675	-	1,675	-
	<u>54,163</u>	<u>33,679</u>	<u>87,842</u>	<u>131,089</u>
7 Other trading activities				
Training income	125	-	125	409
Room hire and office rent	5,773	-	5,773	617
Specialist support	7,142	-	7,142	3,600
Other income	1,860	-	1,860	580
	<u>14,900</u>	<u>-</u>	<u>14,900</u>	<u>5,206</u>
8 Income from investments				
Bank interest	279	-	279	762
	<u>279</u>	<u>-</u>	<u>279</u>	<u>762</u>

Income was £103,021 (2016: £137,058) of which £69,342 was unrestricted or designated (2016: £14,274) and £33,679 was restricted (2016: £122,784)

VOLUNTARY AND COMMUNITY ACTION SUNDERLAND
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NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2017

Analysis of expenditure on charitable activities

	Unrestricted Funds £	Restricted Funds £	Total 2017 £	Total 2016 £
9 Charitable activities				
<u>Direct activity costs</u>				
Project staff salaries	113,699	33,679	147,378	162,773
Project staff other costs	1,681	-	1,681	2,443
Rates	549	-	549	264
Utilities	3,625	-	3,625	4,876
Insurance	973	-	973	261
Maintenance	1,106	-	1,106	791
Office costs	8,358	-	8,358	8,286
Subscriptions	277	-	277	335
Professional fees	6,691	-	6,691	649
Hospitality	208	-	208	376
Bursary	-	-	-	4,006
Events	584	-	584	292
Payment to partners	-	-	-	850
Project delivery	921	-	921	-
Bank charges	118	-	118	-
<u>Governance costs</u>				
AGM costs	200	-	200	90
Independent examiner's fees for reporting on the accounts	894	-	894	870
	<u>139,884</u>	<u>33,679</u>	<u>173,563</u>	<u>187,164</u>

Expenditure on charitable activities was £173,563 (2016: £187,164) of which £139,884 was unrestricted or designated (2016: £64,380) and £33,679 was restricted (2016: £122,784)

10 Fees for examination of the accounts

	2017 £	2016 £
Independent examiner's fees for reporting on the accounts	894	870
Other accountancy services paid to the examiner	-	96
	<u>894</u>	<u>966</u>

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For the year ended 31 March 2017

11. Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

	2017 £	2016 £
Salaries and wages	133,889	162,773
Employers National Insurance costs	12,807	-
Employers pension costs (defined contribution pension plan)	357	-
	<u>147,053</u>	<u>162,773</u>

No employee received remuneration above £60,000 (2016: £nil)

The key management personnel of the charity, comprise the trustees and the Chief Officer. The total employee benefits of the key management personnel of the charity were £47,669.

12 Staff Numbers

The average monthly head count was 5 staff (2016: 6 staff) and the average monthly number of full-time equivalent employees during the year were as follows:

	2017 Number	2016 Number
The parts of the charity in which the employee's work		
Charitable activities	4.8	6.0
	<u>4.8</u>	<u>6.0</u>

13 Transactions with trustees and related parties

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity.

Transaction(s) with related parties

There has been no related party transactions in the reporting period.

14 Defined contribution pension scheme

The charitable company contributes to individual private staff pension schemes. The employer's pension costs represent contributions payable by the charity.

15 Corporation Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable

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15 Tangible fixed assets	Premises £	Total £
Cost		
Balance brought forward	170,000	170,000
Additions	-	-
Disposals	-	-
Balance carried forward	170,000	170,000
Depreciation		
Balance brought forward	-	-
Depreciation charge for year	-	-
Disposals	-	-
Balance carried forward	-	-
Net book value		
Brought forward	170,000	170,000
Carried forward	170,000	170,000
16 Debtors and prepayments (receivable within 1 year)	2017 £	2016 £
Healthwatch	-	2,500
The Young Foundation	-	13,075
Prepayments	633	669
	633	16,244
17 Cash at bank and in hand	2017 £	2016 £
Bank deposit account	204,003	248,723
Bank current account	14,747	12,919
	218,750	261,642
18 Creditors and accruals (payable within 1 year)	2017 £	2016 £
Taxation and social security	3,081	-
Accruals		
Independent examination of accounts	900	870
Utilities	337	389
Deferred income		
Awards for All	3,904	-
Sunderland City Council	2,076	-
Community Foundation	3,000	-
	13,298	1,259

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19 Deferred income

Deferred income comprises of advance payments from grants that relate to future periods

	2017 £
Balance brought forward	-
Amount released to income earned from charitable activities	-
Amount deferred in year	8,980
Balance carried forward	<u>8,980</u>

20 Events after the end of the reporting period

There were no events (not requiring adjustment to the accounts) that have occurred after the end of the reporting period but before the accounts are authorised which relate to conditions that arose after the end of the reporting period.

20 Analysis of charitable funds

Analysis of movements in unrestricted funds

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
General unrestricted fund	222,627	69,342	(139,884)	-	152,085
Designated charity building	170,000	-	-	-	170,000
Designated fund reserves	54,000	-	-	-	54,000
Totals	<u>446,627</u>	<u>69,342</u>	<u>(139,884)</u>	<u>-</u>	<u>376,085</u>

Purpose of unrestricted funds

General unrestricted fund	The 'free reserves' after allowing for designated funds
Designated charity building	This represents the balance of the fixed asset value that appears on the accounts.
Designated fund reserves	This is designated as agreed by the trustees for future contingencies

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For the year ended 31 March 2017

Analysis of movement in restricted funds

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Restricted funds					
Big Lottery/Communities Living Sustainably	-	6,674	(6,674)	-	-
Sunderland City Council - Welfare Advice	-	18,539	(18,539)	-	-
Awards for All	-	5,466	(5,466)	-	-
Sir James Knott Trust	-	3,000	(3,000)	-	-
Totals	-	33,679	(33,679)	-	-

Purpose of restricted funds

Restricted funds represent income resources used for a specific purpose within the charity as identified by the donor

Big Lottery/Communities Living Sustainably	A sustainable city programme of which Voluntary Community Action Sunderland delivered the greener sector element.
Sunderland City Council - Welfare Advice	To support those most in need to find alternative ways of securing employment and overcoming barriers. Assisting families with universal credit, debt advice and money management.
Awards for All	Making a Difference for Stronger Communities in Sunderland - Delivery of Training for people thinking about Volunteering for Organisations supporting Volunteers in the workplace. a programme of activity and personal development that will support people who want to make a Difference in the Communities they serve.
Sir James Knott Trust	Supporting the army of Volunteers who support the thriving Communities in our City and helping them build lasting skillsets that can carry them on their way onto more fulfilling lives. Our programme will enable volunteers to undertake their role and assist the organisations to engage with the volunteers in a more professional manner, giving them confidence when recruiting and retaining.

21 Analysis of net assets between funds

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2017 £
Tangible fixed assets	-	170,000	-	170,000
Cash at bank and in hand	155,770	54,000	8,980	218,750
Other net current assets/(liabilities)	(3,685)	-	(8,980)	(12,665)
	152,085	224,000	-	376,085