

VOLUNTARY AND COMMUNITY ACTION SUNDERLAND

(A company limited by guarantee)

REPORT AND FINACIAL STATEMENTS

For the year ended 31 March 2018

Company Registration Number 01759477

Registered Charity Number 702930



Company Registration No: 01759477

VOLUNTARY AND COMMUNITY ACTION SUNDERLAND

(A company limited by guarantee)

TRUSTEES ANNUAL REPORT

For the year ended 31st March 2018

The trustees are pleased to present their annual Directors' report together with financial statements of the charity for the year ended 31st March 2018 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 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
DEFERRED TAXATION Tyne and Wear
SR1 1NA

Trustees	Mrs J Hilton	Chair
	Mr S Armstrong	Vice-Chair
	Mrs C Bulmer	Treasurer
	Mrs K Lowe	
	Mr K Ramanathas	
	Mr Karl Stabler	

Chief Officer/
Company Secretary Gillian McDonough

Independent Examiner Angela Blakelock
BlueSky Accountancy Limited
North East Business & Innovation Centre
Wearfield
Sunderland Enterprise Park East
Sunderland
SR5 2TA

Bankers Unity Trust Bank
Nine Brindley Place
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 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 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 £120,302 at the 31 March 2018 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.

VCAS commenced the year with a smaller staff team than ever before, having undergone a staffing restructure, in consideration of the changing economic climate. This was brought about in order that VCAS services could meet the changing demands of the sector and embrace new ways of working and create a leaner stronger team.

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TRUSTEES ANNUAL REPORT

For the year ended 31st March 2018

3. Financial review (continued)

Reserve policy

Reserves currently stand at £118,268 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 have continued to offer and deliver a range of core services to the sector across Sunderland. In times of austerity, we recognize that with many cutbacks, things are becoming more difficult to sustain. However, we have managed to deliver another year of capacity building services for Sunderland's voluntary, community sector, which is at the heart of everything we do.

Our delivery throughout the year has been tirelessly to both support and develop organizations and individuals who want to contribute to the sector and improve the communities within our city.

Our activity in the year included: Funding – Holding our annual funding fair, funding training programme, Wearmouth Community Development Trust Legacy fund - small grant programme, funding surgeries, Funding Information, advice and guidance, The Peoples Health Trust development support, Good governance and policy support, HealthNet network, Volunteer Week, Volunteer Sunderland, Volunteer Plus, and Spectrum Sunderland.

Our many achievements bring us closer to assisting those most in need and are at the heart of our communities.

6. Achievements and Performance (continued)

Leading Network and Collaboration

Our annual funding fair gave the ideal opportunity for front line VCSE organisations to meet face-to-face with the funders, share their passion for what their charities are really about, hear first-hand what the projects were about and why they were seeking their investment.

We held regular training sessions, to build capabilities, sessions included: Project planning, demonstrating the need, Impact measurement, and completing applications to comply with new standards, to name but a few. Organisations are now better equipped to submit applications moving forward and feel more comfortable to liaise with funders in future

Funding continues to be one of our most needed core services and the need for advice and support around that service continues to grow, together with relevant policies and procedures. That service offers help with identification of suitable funders, criteria checking, completion, check and change and a critical friend offer. We share with the sector the latest funding opportunities as soon as they are released.

Our HealthNet meetings, brought together health and social care VCSE organisation from across the city who come together to discuss issues, challenges, opportunities and hear presentations from a high number of multi-agency partners and VCSE organisations. In the year these included; Sunderland Vanguard, Dementia Friendly Society, Friends of the Drop in, British Red Cross to name but a few.

Connecting & Developing Resilient Organisations and Individuals

Throughout the year we were proud to have successfully delivered the Stage one support for the Peoples Health Trust programme. We are pleased to report that five organisations went on to stage two themselves and were successful in securing funding from the Peoples Health Trust.

In the year we have supported organisations 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.

Throughout the year, we built on the consultation regarding Volunteering in Sunderland and developed the Volunteer Sunderland website, which is now fully operational having populated many of the pages and having had much feedback about the service, is serving both organisations and individuals well.

We have had contributions from dedicated volunteers to refresh photographs, update news to keep people and organisations in tune with all things volunteering and a fast flow ticket so it's easy to find the top volunteer opportunities in the month The dashboard has provided much satisfaction in that, it has been providing easy registration for both the individual and the organisations, creating instant volunteer matches, making it so much easier when choosing which charity you're looking to dedicate your time to.

Our Disclosure and Barring Service has taken considerable planning, but now it is operable and the system is very smart and responsive and picking up slowly. We anticipate a busier year, sourcing funds to secure staff time will be a priority for VCAS in the year.

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TRUSTEES ANNUAL REPORT
For the year ended 31st March 2018

6. Achievements and Performance (continued)

Connecting & Developing Resilient Organisations and Individuals (continued)

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 assisted with the Invitation only event, linking Sunderland charities to the Newcastle funding event. Our volunteer week event with Sunderland University Student Union in the Bridges proved popular and raised the profile and the importance of giving time and making a difference in your own communities. Working with Sunderland City College facilitating sessions and as guest speaker at sessions on volunteering.

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

At a strategic level, we maintained our infrastructure role on the Sunderland Partnership, Inclusive Communities Board, NE Local Development Group, Community Led Local Development LAG 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.

Membership

VCAS Membership continues to slowly grow, in particular as new organisations are established. Throughout 2017/18, 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, issues and challenges affecting the voluntary and community sector
- receive our email bulletins and receive targeted information relevant to your organisation
- 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 newsletter, Facebook and twitter
- have access to good governance and policy support
- 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
- It is free to join. Visit www.vcas.org.uk

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TRUSTEES ANNUAL REPORT
For the year ended 31st March 2018

7. Statement of Trustees 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 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

assets of the charitable company and hence for taking reasonable steps for the prevention and

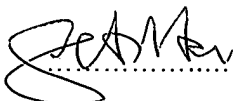
8. Small companies Provisions

This report has been prepared in accordance with the special provisions for small companies under part 15 of the Companies Act 2006.

Approved by the Board on:

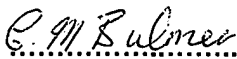
and are signed on their behalf by:

Mrs J Hilton



..... Director (Chair)

Mrs C Bulmer



..... (Treasurer)

VOLUNTARY AND COMMUNITY ACTION SUNDERLAND
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INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES
For the year ended 31st March 2018

I report on the financial statements of the Voluntary and Community Action Sunderland for the year ended 31 March 2018 which are set out on pages 9 to 19.

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 responsibilities to:

Examine the accounts under section 145 of the 2011 Act.

To follow the procedures laid down in the general Directions given by the Charity Commission (under sections 145 (5) (b) of the 2011 Act).

To state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the 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:

- a. to keep accounting records in accordance with section 386 of the Companies Act 2006: and
- b. to prepare accounts which account with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principals 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 prior to enable a proper understanding of the accounts to be reached.

Angela Blakelock 
BlueSky Accountancy Limited
North East Business & Innovation Centre
Wearfield
Sunderland Enterprise Park East
Sunderland
SR5 2TA
Date: 31 December 2018

VOLUNTARY AND COMMUNITY ACTION SUNDERLAND
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STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING SUMMARY INCOME & EXOENDITURE ACCOUNT)
For the year ended 31st March 2018

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2018 £	Total 2017 £
Income from:					
Charitable Activities					
Grants and contracts	6	4,775	14,097	18,872	87,842
Other trading activities	7	18,257	0	18,257	14,900
Investments	8	289	0	289	279
Total income		23,321	14,097	37,418	103,021
Expenditure on:					
Charitable Activities					
Operation of the charity	9	111,138	14,097	125,235	173,563
Total expenditure		111,138	14,097	125,235	173,563
Net income/(expenditure) and Net movement of funds		(87,817)	0	(87,817)	(70,542)
Reconciliation of funds					
Total funds brought forward		376,085	0	376,085	446,627
Total funds carried forward		288,268	0	288,268	376,085

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

The notes on pages 11 to 19 form an integral part of these accounts.

VOLUNTARY AND COMMUNITY ACTION SUNDERLAND
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BALANCE SHEET

For the year ended 31st March 2018

	Notes	£	Total 2018 £	£	Total 2017 £
Fixed Assets					
Tangible assets	16		170,000		170,000
			<u>170,000</u>		<u>170,000</u>
Current Assets					
Debtors	17	1,166		633	
Cash at bank and in hand	18	120,302		218,750	
Total current assets		<u>121,468</u>		<u>219,383</u>	
Creditors: amounts falling due within one year	19	<u>(3,200)</u>		<u>(13,298)</u>	
Net current assets			<u>118,268</u>		<u>206,085</u>
Total net assets or liabilities			<u>288,268</u>		<u>376,085</u>
Funds of the charity					
Unrestricted Income funds			288,268		376,085
Restricted income funds			0		0
Total funds carried forward			<u>288,268</u>		<u>376,085</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 11 to 19 form an integral part of these accounts.

These financial statements were approved by the Board in:

and are signed on its behalf by:

Mrs J Hilton
Director (Chair)



Mrs C Bulmer
Director (Treasurer)



VOLUNTARY AND COMMUNITY ACTION SUNDERLAND
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NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31st March 2018

1. Accounting Policies

The principal 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 the 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) - Charities CORP (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 1020

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 £118,268 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 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 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 the 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 31st March 2018

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 gain 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 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 Liabilities recognition

Liabilities are recognised when it is more likely than not that there is a legal or constructive obligation committing that 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.

VOLUNTARY AND COMMUNITY ACTION SUNDERLAND
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NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31st March 2018

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 cost against the activity for the expenditure it 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 4 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 (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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NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31st March 2018

Analysis of Income

Notes	Unrestricted Funds £	Restricted Funds £	Total 2018 £	Total 2017 £
6 Charitable Activities				
<u>Income from grants and contracts</u>				
Peoples Health Trust	1,675	0	1,675	0
Big lottery/Communities Living Sustainably			0	6,674
Sunderland City Council - Welfare Advice	0	10,193	10,193	20,579
Awards for All	0	3,904	3,904	5,466
Big Lottery The Young Foundation	0		0	36,850
Big Lottery The Young Foundation/ Communities Can	0		0	3,075
NHS CCG	3,000	0	3,000	
CAF Smart Energy	100		100	5,523
Sir James Knott Trust			0	3,000
Peoples Health Trust			0	1,675
	<u>4,775</u>	<u>14,097</u>	<u>18,872</u>	<u>87,842</u>
7. Other Trading Activities				
Training Income	90	0	90	125
Room Hire and Office Rent	9,082	0	9,082	5,773
Specialist Support	8,816	0	8,816	7,142
Other Income	269	0	269	1,860
	<u>18,257</u>	<u>0</u>	<u>18,257</u>	<u>14,900</u>
8. Income from Investments				
Bank Interest	289	0	289	279
	<u>289</u>	<u>0</u>	<u>289</u>	<u>279</u>

Income was £37,418 (2017: £103,021) of which £23,321 was unrestricted or designated (2017: £69,342) and £14,097 was restricted (2017: £33,679)

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NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31st March 2018

Analysis of Expenditure on Charitable Activities

Notes	Unrestricted Funds £	Restricted Funds £	Total 2018 £	Total 2017 £
9. Charitable Activities				
<u>Direct Activity Costs</u>				
Project staff salaries	89,175		89,175	147,378
Project staff other costs	1,271		1,271	1,681
Redundancy	4,675	10,122	14,797	0
Rates	357		357	549
Utilities	1,230	61	1,291	3,625
Insurance	961		961	973
Maintenance	597		597	1,106
Office Costs	3,929	20	3,949	8,358
Subscriptions	488	14	502	277
Professional Fees	3,663	70	3,733	6691
Hospitality	53		53	208
Improvement and Development	3,308	3,810	7,118	0
Events	259		259	584
Payment to Partners	195		195	0
Project Delivery	0		0	921
Bank Charges	318		318	118
<u>Governance Costs</u>				
AGAM Costs	159		159	200
Independent examiner's fees for reporting on the accounts	500		500	894
	<u>111,138</u>	<u>14,097</u>	<u>125,235</u>	<u>173,563</u>

Expenditure on charitable activities was £125,235 (2017: £173,563) of which £111,138 was unrestricted or designated (2017: £139,884) and £14,097 was restricted (2017: £33,679)

10. Fees for Examination of the Accounts

	2,018	2,017
	£	£
Independent examiner's fees for reporting on the accounts	<u>500</u>	<u>894</u>

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NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31st March 2018

Analysis of Expenditure on Charitable Activities (continued)

11. Analysis of Staff Costs, Trustees Remuneration and Expenses, and the Cost of Key Management

	2,018 £	2,017 £
Salaries and Wages	80,165	133,889
Employers National Insurance Costs	8,407	12,807
Employers Pension Cost (Defined contribution pension plan)	603	357
	<u>89,175</u>	<u>147,053</u>

No employee received remuneration above £60,000 (2017 £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 £Nil

12. Staff Numbers

The average monthly head count was 4 staff (2017: 5 staff) and the average monthly number of full time equivalent employees during the year were as follows:

	2018 Number	2017 Number
The parts of the charity in which the employees work		
Charitable activities	4	4.8
	<u>4</u>	<u>4.8</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 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.

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NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31st March 2018

16. Tangible Fixed Assets

	2,018 £	2,017 £
Cost		
Balance brought forward	170,000	170,000
Additions		0
Disposals		0
Balance carried forward	<u>170,000</u>	<u>170,000</u>
Depreciation		
Balance brought forward	0	0
Additions	0	0
Disposals	0	0
Balance carried forward	<u>0</u>	<u>0</u>
Net book value		
Brought forward	<u>170,000</u>	<u>170,000</u>
Carried forward	<u>170,000</u>	<u>170,000</u>

17 Debtors and Prepayments (Receivable within 1 Year)

	2018 £	2017 £
Trade Debtors	1,166	0
Prepayments	0	633
	<u>1,166</u>	<u>633</u>

18. Cash at Bank and in Hand Debtors and Prepayments (Receivable within 1 Year)

	2018 £	2017 £
Bank Deposit Account	77,791	204,003
Bank Current Account	42,511	14,747
	<u>120,302</u>	<u>218,750</u>

19. Creditors and Accruals (Payable within 1 Year)

	2018 £	2017 £
Taxation and Social Security	0	3,081
Accruals		
Independent Examination of Accounts	500	900
Utilities	0	337
Deferred Income		
John Bell	1,450	0
Rothley Trust	1,000	0
Rotary Club	250	0
Awards for All	0	3,904
Sunderland City Council	0	2,076
Community Foundation	0	3,000
	<u>3,200</u>	<u>13,298</u>

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NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31st March 2018

20. Deferred Income

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

	2018 £	2017 £
Balance brought forward	8,980	0
Amount released to income earned from charitable activities	(8,980)	0
Amount deferred in year	2,700	8,980
Amount carried forward	<u>2,700</u>	<u>8,980</u>

21. 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.

22. Analysis of Charitable Funds

Analysis of movements in unrestricted funds

	Fund Balances Brought Forward £	Incoming Resources £	Resources Expended £	Transfers £	Fund Balances Carried Forward £
Unrestricted Funds					
General unrestricted fund	152,085	23,321	(111,138)	0	64,268
Designated charity building	170,000	0	0	0	170,000
Designated fund reserves	54,000	0	0	0	54,000
Totals	<u>376,085</u>	<u>23,321</u>	<u>(111,138)</u>	<u>0</u>	<u>288,268</u>

Purpose of unrestricted funds

General unrestricted fund
Designated charity building

The 'free reserves' after allowing for designated funds
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

VOLUNTARY AND COMMUNITY ACTION SUNDERLAND
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NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31st March 2018

22. Analysis of Charitable Funds (continued)

Analysis of movements in restricted funds

	Fund Balances Brought Forward £	Incoming Resources £	Resources Expended £	Transfers £	Fund Balances Carried Forward £
Restricted Funds					
Sunderland City Council - Welfare Advice	0	10,193	(10,193)	0	0
Awards for All	0	3,904	(3,904)	0	0
Totals	<u>0</u>	<u>14,097</u>	<u>(14,097)</u>	<u>0</u>	<u>0</u>

Purpose of restricted funds

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

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.

23. Analysis of Net Assets between Funds

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2018 £
Tangible fixed assets	0	170,000	0	170,000
Cash at bank and in hand	63,602	54,000	2,700	120,302
Other net current assets/(liabilities)	666	0	(2,700)	(2,034)
	<u>64,268</u>	<u>224,000</u>	<u>0</u>	<u>288,268</u>