

# Amber

transforming lives

The Amber Foundation

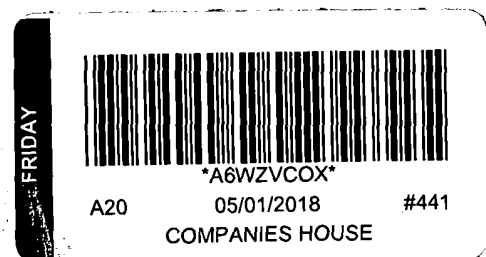
(A company limited by guarantee)

Report and Financial Statements

Year ending 30<sup>th</sup> April 2017

Charity number 1051388

Company number: 03004111



# Amber

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The Amber Foundation

Report of the trustees, incorporating the strategic report for the year ending 30<sup>th</sup> April 2017

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ending 30<sup>th</sup> April 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 in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

## Chairman's report

This year all 3 houses, Ashley Court, Bythesea Lodge and Farm Place, hit high levels of occupancy during the period. When the houses are full, there are 90 people at Amber.

The same Amber philosophy exists now as when Amber was first started some 22 years ago. Amber is for young people who have fallen on hard times, been out of work, or have just lost their way and need space and time to focus on their future, free from the added pressures of unemployment or how they will afford their next meal.

Amber gives people that space, encouragement and support so they can set goals and work towards them and see an alternative future to the one they might have had on benefits and on the streets. It does work - this year 120 young people were successful of which 66 left to go into work, 5 to college and 49 in to their own accommodation from where they can look for work. Not only do the Ambertees benefit, but society as a whole benefits through lower unemployment, fewer crimes and less anti-social behaviour.

I have always felt that by having fun and building self-esteem and confidence, people see the world differently and see the opportunities that in the past have always been there but were never seen. This is usually because they were too bogged down with trying to survive or were being dragged into a life of drugs and crime, often through mixing with the wrong crowd or just because life had dealt them a pretty rotten hand.

I would like to thank all our supporters, individuals, and grant making trusts as well as companies and celebrities, who have supported us throughout the year; some for many years. We could not exist without you.

Despite ever growing pressures on limited financial resources, many charitable trusts and individuals have continued to support Amber and the work that it does.

I would also like to thank my fellow trustees and the Amber staff for their hard work and commitment.

Amber is successful and gets results. Amber has, over the years, helped over 2,500 young people back into work and back into society. Our focus for the coming year is to maintain the number of successes and to ensure we remain financially strong in what will still be another challenging year.

*Bartholomew Smith, Chairman*

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## CEO's Report

Amber aims to transform lives by supporting disadvantaged young people to move on to sustainable, independent futures and we see the potential in all our residents and seek to build on this. We do this by offering a blend of support, structure, new experiences and training that really inspires them to take responsibility for their lives and move forward. Amber's approach is all about providing the right environment for young people to thrive. We cannot of course achieve this alone, and this year has seen the development of much stronger partnerships with commissioners, employers and other agencies that provide additional specialist support to people living at Amber's three centres.

Amber has had a successful year with all of the sites hitting good occupancy rates during the year and 120 young people leaving our services successfully. The overall purpose of Amber is to help unemployed people back into work, further education and stable accommodation. Again, with an excellent success rate of 75% (2016: 74%), it can be seen that Amber continues to have a positive impact on the lives of the young people it works with.

We took time this year to begin to review and strengthen our impact measurement and evidence and engaged successfully with Project Oracle to achieve Standard One of their evidence validation programme. We intend to build on this initial work and progress through further standards over the coming year. Our success outcomes have held up exceptionally well despite the increased rigour applied to the criteria.

This year has continued to see necessary but expensive improvements and repairs to our centres which will continue into the next financial year. A comprehensive stock condition survey has enabled us to gain a much better understanding of the current and future needs of our properties.

Statutory funding pressure is a challenge for all providers in our sector and we continue to find that those referred to us have increasingly complex needs and face an array of challenges. However, despite this backdrop, it is pleasing to report a three year funding partnership with Surrey Police and Crime Commissioner and increased revenue from our funded places. This demonstrates how referrers and commissioners have confidence in Amber to deliver good outcomes for this particular group of young people.

I would like to express my sincere thanks to all our supporters, without whom Amber would not continue to thrive. Also, the many Charitable Trusts for their generosity, and who continue to value the difference that Amber makes to so many lives. I would also like to thank the Trustees for their advice and support, and all the Amber employees for their commitment and hard work and loyalty.

*Paul Rosam, Chief Executive*

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## Our purposes and activities

The purposes of the charity are:

- The relief of young persons, particularly those who are unemployed, by providing opportunities and facilities for training and experience of all kinds to enable such persons to decide upon, qualify for or obtain any job, career or position.<sup>1</sup>
- Provide young persons with the opportunity to attend college courses, to seek independent accommodation of their own and/or to achieve a major goal.

To enable Amber to deliver the above purposes in an effective and professional way, our key activities are identified as:

1. Ashley Court residential centre, Devon
2. Bythesea Lodge residential centre, Wiltshire
3. Farm Place residential centre, Surrey
4. Fundraising activities

The trustees have had regard to the Charity Commission's guidance on public benefit.

Amber's three residential centres are now well established, helping up to 90 young people (Amberteers) at any one time to achieve their respective goals, whether it be in to a job, to college or in to their own accommodation. All Amberteers are encouraged to be active in both "local community" and "in-house" projects.

Ashley Court (AC) is set in 19 acres of glorious Devon countryside, giving the Amberteers the space and tranquillity to help rebuild their lives. The Amberteers were involved in many community projects including litter picks on local South West beaches, clearing an overgrown church yard, bag packing at a local supermarket to raise funds for the elderly, litter picking around the local village and regularly helping out with the local village lunch club.

Bythesea Lodge (BL) is located in a town centre, offering Amberteers access to many potential employers and the infrastructure of a vibrant town. Amberteers also have, under strict supervision, the use of Amber's 70ft canal boat the Mary Rose, on the Kennet & Avon canal system. Amberteers have also been involved in many local activities and projects such as clearing of scrubland for the local town council, helping out at the local pancake race, and being involved in the Airborne Initiative survival course.

Farm Place (FP) is our Surrey based centre, which is surrounded by 12 acres of its own land. Amberteers are encouraged to be involved in local projects and activities, such as litter picks in and around the local village, hosting the "Arts Alive" event, helping out at the local bonfire and firework display and participating in the "Volunteer it Yourself" project.

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<sup>1</sup> Extract from our Memorandum and Articles of Association, updated 1995

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## Achievements and performance

Amber's achievements and performance are reflected in the number of Amberteers it helps, and especially its success rate.

The following is a summary of the numbers of Amberteers at each Amber centre for the financial year to 30<sup>th</sup> April 2017:

	AC	BL	FP	Total
Opening Amberteers at 01 May 2016	22	29	31	82
New Starters	53	54	67	174
Total Leavers	(58)	(60)	(72)	(190)
Closing Amberteers at 30 Apr 2017	17	23	26	66
Average number of Amberteers in 2017	23	26	27	76
Average number of Amberteers in 2016	24	26	29	79
Maximum capacity of each centre	32	30	30	92

The following is an analysis of the Total Leavers figure above, showing Amber's success rates (success rates are calculated after deducting the 4 week leavers. Figures in brackets are the results from 30 Apr 2016):

	AC	BL	FP	Total
Leavers to Job	16 (25)	27 (29)	23 (27)	66 (81)
Leavers to College	1 (3)	3 (2)	1 (1)	5 (6)
Leavers to Major Goal	14 (13)	16 (20)	19 (17)	49 (50)
Total Successful Leavers	31 (41)	46 (51)	43 (45)	120 (137)
Unsuccessful Leavers	17 (19)	8 (14)	14 (16)	39 (49)
Success Rate %	65% (68%)	85% (78%)	75% (74%)	75%(74%)

**Fundraising:** Given the pressure of funding cuts elsewhere, a diverse programme of successful fundraising activities is critical to Amber's ability to continue to achieve our objectives. Once again, we have been fortunate to be so well supported by a wide number of incredibly generous individuals, charitable trusts and foundations, companies and organisations. Gifts ranged from significant donations towards our core costs and specific projects such as sponsoring individual bed spaces or improving our facilities to valuable gifts in kind, including minibuses and significant weekly food contributions.

Whilst the majority of our voluntary income continued to come from grants and donations, we also have a small programme of events and we were delighted with the success of Amber Rocks in May, which raised a net £180k. This is currently our flagship (biennial) fundraising event and we are indebted to our Patron, Eddie Jordan, for supporting and promoting the event. Also in May, we were very fortunate to benefit from the charity fashion show that took place at Amber Lounge in Monaco as part of the Grand Prix weekend. In addition, as in previous years, we benefitted from a number of local fundraising initiatives that took place – open gardens, charity walks and bike rides etc - and we continued to be directly involved in a small number of sponsored events, most notably the London Marathon and Sleep Out at Eden. The appointment of a new regional fundraiser in October was a welcome addition to our small fundraising & PR team and helped contribute to a particularly successful year in terms of local partnerships, volunteer involvement and work

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experience opportunities for residents, with a number of new collaborations being developed - from our involvement with Arts Alive in Mole Valley to a new partnership with MIDI (Music in Devon Initiative) that led to a successful funding bid to Youth Music. Other businesses and social enterprises that supported us during the year in a variety of ways included Surrey PCC, Willmott Dixon, Horsham Matters, Kjelgaard (UK) Ltd, Smiths News, Basepoint, Chester Properties, the Eden Project, Red Eye Events and Michelmores Solicitors.

We continued our involvement with End Youth Homelessness, which secured its biggest national corporate partnership to date in the form of a three-year Charity of the Year partnership with Yorkshire Building Society (YBS). This led to several meetings and visits with YBS colleagues and we have enjoyed welcoming them - together with many other new and existing supporters - to see what we do at first hand at our three centres. Amber's residents are always our best ambassadors!

Not everyone can visit, so it is also important that we highlight the work we do – together with its impact - in the form of inspiring, informative and appropriate communications. With that in mind, we have refreshed our website during the year and also started to review other areas of our fundraising and marketing activity. This work will continue in the year ahead.

## Financial review

The directors are pleased to report that during the year, Amber received monetary donations of £652,397 (2016: £888,116) and raised a further £409,334 from fundraising activities (2016: £0). The directors wish to record their thanks for the generosity of all those donors who have enabled Amber to continue its charitable work this year, including:

29th May 1961 Charitable Trust, National Lottery - Awards for All, CHK Charities Ltd, Community Foundation for Surrey, Dulverton Trust, Horsham Matters, Jordan Family Foundation, Mackintosh Foundation, Manifold Trust, National Foundation for Youth Music, Saintbury Trust, Sobell Foundation, Surrey PCC, Swire Charitable Trust, Tudor Trust.....and many others.

In addition to the above, Amber's other main income streams have achieved:

	2017	%	2016	%
	£		£	
Voluntary Income	652,397	26%	888,116	41%
Activities for Generating Funds	409,334	19%	-	0%
Housing Benefit	697,514	31%	748,741	35%
Supporting People	165,800	8%	182,000	8%
Residents Related Income	325,848	15%	295,307	14%
Others	26,347	1%	46,166	2%
<b>Total Incoming Resources</b>	<b>2,277,240</b>		<b>2,160,330</b>	

Voluntary income has decreased due to the one off £300k restricted donation received from Garfield Weston in 2016.

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Financial review cont...

Activities for Generating Funds income is for the biennial Amber Rocks™ event held in May 2016, supported by Amber's patron, Eddie Jordan OBE. Amber was also the beneficiary of funds from the Amber Lounge event held at the Monaco Grand Prix.

The 2017 year saw average number of Amberteers fall by 5% against the previous year causing Housing Benefit income to show an adverse movement year on year. However, encouraging growth is being seen in funded places within our centres of £176k (2016: £126k).

The Supporting People funding via Wiltshire Council continues to be cut by a further 10%. The future looks uncertain, as the council are looking at retendering the provision from April 2018.

Overall Net Income/Expenditure for the year was £57k (2016: £143k).

The 2017 Balance Sheet has seen movements to 2016 as follows:

Current Assets: Several donation payments to the value of £146k were received within the first few days of the 2018 year but were clearly dated April 2017 so have been accrued. Two 3 yearly grants have been accrued, although the cash has not yet been received, totalling £90k. Prepayments have decreased year on year by £67k due to Amber Rocks costs being released in the 2017 year, but incurred in the 2016 year. This results in Debtors for 2017 being £414k (2016:£253k).

Liabilities have seen Creditors reducing by £99k due to deferred income of £47k (2016: £146k). The key area of movement being invoiced ticket sales in 2016 for the Amber Rocks event held in May 2017.

Net Assets results are £3,503k (2016 : £3,446k)

## *Investment powers and policy*

The trustees, having regard to the liquidity requirements of operating the charity, have kept available funds in an interest-bearing deposit account and seek to achieve a rate on deposit which matches or exceeds inflation as measured by the retail prices index.

The invested funds held on deposit achieved an average rate of 0.5% against the retail prices measure of inflation for the year to April 2017 of 2.6%<sup>2</sup> (2016: 0.7%).

Under the Memorandum and Articles of Association, the charity has the power to invest in any way the trustees as directors wish.

## *Reserves policy and going concern*

The policy of the directors is to hold three months' running costs in reserve to provide stability during fluctuations in the level of donations and the potential impact of a change of government policy on funding.

Total reserves at 30 April 2017 is £3,503,614 (2016: £3,446,445) of which £674,506 are restricted (2016: £559,948).

On average, three months running costs for Amber would be approx.£550k.

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<sup>2</sup> Source [www.ons.gov.uk](http://www.ons.gov.uk) Office for national Statistics



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## Plans for future periods

It has always been Amber's ultimate plan to increase its number of centres, helping more and more young people transform their lives. The cost of a new centre would be around £1m-£1.5m capital spend, with at least £600k towards the first year's running costs. We have had interest from a major donor to support the set up a fourth Amber centre and initial discussions are currently taking place with the authorisation of Amber Trustees.

Following a review of Amber's board composition, the trustees have recommended that the breadth, diversity and professional knowledge of the board need to be strengthened in the forthcoming year. Three new board members will be recruited. We will be seeking to appoint a property specialist, a trustee with lived experience of homelessness and a trustee with professional experience and expertise in safeguarding and best practice.

Fundraising: We continue to work in a challenging fundraising environment and we have therefore decided to undertake a review of our strategy in 2017/18 to ensure we are equipped as effectively as possible to meet Amber's immediate and longer-time funding and communication requirements. In particular, we need to secure additional funds to invest in our buildings and to support wider organisational development plans, including monitoring and evaluation tools.

Whilst it is likely that there will continue to be a strong focus on major donors and charitable trusts, we also recognise the need to reach new audiences and broaden our supporter base and we will be reviewing the most cost-effective way to achieve this.

We are in the process of revising our marketing materials and we are continuing to see increased interest in our social media pages. As with all our communications, our aim is to ensure that content is focused and appropriate.

We are always mindful of the value of our reputation and the goodwill of our supporter base and with the introduction of the General Data Protection Regulation (GDPR) in May 2018, we are reviewing our arrangements for data protection to ensure that we will be fully compliant.

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## Reference and administrative details

Charity Number 1051388  
Company Number 03004111  
Registered Office Ashley Court, Chawleigh, Chulmleigh, Devon, EX18 7EX

## Our Advisors

Auditors: RSM UK Audit LLP, Hartwell House, 55-61 Victoria Street, Bristol, BS1 6AD  
Bankers: Coutts & Co, 440 Strand, London, WC2R 0QS  
Solicitors: Stephenson Harwood, 1 St Paul's Churchyard, London, EC4M 8SH

## Directors and trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

Mr Bartholomew Smith (Chairman)  
Mrs Lucy Morris  
The Rt Hon Sir Nicholas Soames MP  
Mr Richard Oldfield

## Patron of the charity

Mr Edmund "Eddie" Jordan, OBE

## Key management personnel:

### Senior managers of The Amber Foundation:

Paul Rosam BA Hons	Chief Executive & Company Secretary
Russell Beard DChA	Financial Controller (HR & IT)
Alison Williams MA MInstF	PR & Fundraising Manager
Sarah Johnson BA Hons	Operations Manager (appointed May 2017)
Olly Giddings BA Hons	Regional Admissions & Contracts Manager (redundant May 2016)

## Subsidiary Details

Amber Dextrous Limited	ceased trading 30 <sup>th</sup> April 2008
Company Number	5400413, incorporated 21 <sup>st</sup> March 2005
Registered Office	Ashley Court, Chawleigh, Chulmleigh, Devon, EX18 7EX

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## Structure, Governance and Management Governing Document

The Amber Foundation is a charitable company limited by guarantee and was set up on the 21<sup>st</sup> December 1994 and registered with the Charity Commission on 13<sup>th</sup> December 1995. It is governed by a memorandum and articles of association, which were last amended on 6<sup>th</sup> December 1995.

### Appointment of trustees

When appointing trustees, Amber will look for unique skills, especially (but not limited to) within the business world, other charitable organisations, property, finance and politics.

### Trustee induction and training

New trustees will be invited to attend training courses relevant to their role, including safeguarding training.

New trustees will be invited to undertake a fact-finding and information day at one of Ambers Centres to meet with centre staff, Amberteers and senior managers.

All newly appointed trustees will receive an Amber information pack containing all relevant names and contact details of existing trustees and contact details of relevant Amber employees, including the senior management team.

The pack will also contain the most recent set of Management Accounts, the most recent audited annual accounts and the most current Trustees pack.

It is also the responsibility of all trustees to regularly review their own training requirements and ensure that they are fully up to date with current legal requirements as a trustee.

### Organisation

The board of trustees usually meet quarterly with the Chief Executive and PR & Fundraising Manager in attendance. The Chief Executive is appointed by the trustees to manage the day-to-day operations of the charity, with the support of the senior management team.

### Related parties and co-operation with other organisations

None of the trustees receive remuneration or any other benefits from their work with the charity.

The charity's wholly owned trading subsidiary, Amber Dextrous Limited, was established to offer the opportunity of work experience to Amberteers and to generate income towards Amber's objectives. The trustees decided to cease trading of the subsidiary from 30<sup>th</sup> April 2008. The company has remained dormant since this date.

### Pay policy for senior staff

The trustees delegate the day to day running of the charity to the Chief Executive and his team. Senior staff pay is set by the Chief Executive in line with comparable market rates, and with the intention to attract and retain the relevant personnel.

The Chief Executive's pay is set by the trustees.

None of the trustees receive any remuneration.

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## Risk management

The directors have considered and reviewed the key risks to which the charity is exposed. Our reliance on statutory income and dependence on income from third party donations still remain the key risk to Amber. The percentage of revenue from statutory sources in this year was 40% (2016: 42%).

Regarding non-financial risks, the charity has robust policies and procedures in place which are reviewed and updated annually. These are relevant to all staff and Amberteers and are readily available by way of printed documents held at each centre and soft copies held on an intranet site controlled by Amber.

The charity's key non-financial risk is the safety and wellbeing of those it is caring for, the Amberteers. To mitigate this risk a comprehensive set of policies and procedures have been put in place and are included in the staff handbook given to all staff on joining Amber. These are constantly monitored to ensure that the safety and wellbeing of the residents is upheld. Copies of the handbook are also held at each centre and soft copies are available to staff and Amberteers on the Amber Intranet.

## Trustees' responsibilities in relation to the financial statements

The charity trustees (who are also the directors of The Amber Foundation for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK 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 business.

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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

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## Statement as to disclosure to our auditors

In so far as the trustees are aware at the time of approving our trustees' annual report:

- there is no relevant information, being information needed by the auditor in connection with preparing their report, of which the charity's auditor is unaware, and
- the trustees, having made enquiries of fellow directors and the charity's auditor that they ought to have individually taken, have each taken all steps that he/she is obliged to take as a director in order to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

By order of the board of trustees



Bartholomew Smith (Chair)



Date

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## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE AMBER FOUNDATION

### Opinion on financial statements

We have audited the financial statements of The Amber Foundation (the 'charitable company') for the year ended 30 April 2017 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 30 April 2017 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### Scope of the audit of the financial statements

A description of the scope of an audit of financial statements is provided on the Financial Reporting Council's website at <http://www.frc.org.uk/auditscopeukprivate>

### Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements and, based on the work undertaken in the course of our audit, the Trustees' Report has been prepared in accordance with applicable legal requirements.

### Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified any material misstatements in the Trustees' Report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Trustees' Report

### Respective responsibilities of trustees and auditor

As explained more fully in the Statement of Trustees' responsibilities set out on page 12, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone

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## *INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE AMBER FOUNDATION...cont*

other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

*RSM UK Audit LLP*

Kerry Gallagher (Senior Statutory Auditor)  
For and on behalf of RSM UK AUDIT LLP, Statutory Auditor  
Chartered Accountants  
Hartwell House  
55-61 Victoria Street  
Bristol  
BS1 6AD

*4 January 2018.*

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The Amber Foundation  
Statement of Financial Activities  
For the year ending 30<sup>th</sup> April 2017

	Note	Unrestricted Funds £'s	Restricted Funds £'s	Total Funds 2017 £'s	Total Funds 2016 £'s
Income					
Donations & legacies	3	349,904	302,493	652,397	888,116
Income from other trading activities	4	365,534	43,800	409,334	-
Income from charitable activities	5	1,215,306	-	1,215,306	1,271,935
Investment Income	6	203	-	203	279
<b>Total income</b>		<b>1,930,947</b>	<b>346,293</b>	<b>2,277,240</b>	<b>2,160,330</b>
Expenditure					
Cost of raising funds – Amber Rocks	7	162,248	-	162,248	-
Cost of raising funds – Other	7	80,524	23,322	103,846	85,950
Expenditure on charitable activities	8	1,745,564	208,413	1,953,977	1,931,862
<b>Total expenditure</b>		<b>1,988,336</b>	<b>231,735</b>	<b>2,220,071</b>	<b>2,017,812</b>
<b>Net (expenditure)/Income and net movement in funds for the year</b>		<b>(57,389)</b>	<b>114,558</b>	<b>57,169</b>	<b>142,518</b>
Reconciliation of funds					
<b>Total funds brought forward</b>		<b>2,886,497</b>	<b>559,948</b>	<b>3,446,445</b>	<b>3,303,927</b>
<b>Total funds carried forward</b>		<b>2,829,108</b>	<b>674,506</b>	<b>3,503,614</b>	<b>3,446,445</b>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.



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## The Amber Foundation Balance Sheet as at 30<sup>th</sup> April 2017

		Charity 2017 £'s	Charity 2016 £'s
	Note		
Fixed Assets			
Tangible Assets	13	3,313,020	3,290,032
Investments	14	1,000	1,000
Total Fixed Assets		<u>3,314,020</u>	<u>3,291,032</u>
Current Assets			
Stock	15	1,483	2,343
Debtors	16	413,902	252,860
Cash in bank and in hand		202,229	460,907
Total Current Assets		<u>617,614</u>	<u>716,110</u>
Liabilities			
Creditors: falling due within one year	17	(241,167)	(340,265)
Net Current Assets		<u>376,447</u>	<u>375,845</u>
Total assets less current liabilities		<u>3,690,467</u>	<u>3,666,877</u>
Creditors: falling due after more than one year	18	(186,853)	(220,432)
Net Assets		<u>3,503,614</u>	<u>3,446,445</u>
The funds of the charity			
Unrestricted income funds	21	2,829,108	2,886,497
Restricted income funds	20	674,506	559,948
Total charity funds	22	<u>3,503,614</u>	<u>3,446,445</u>



Signed Bartholomew Smith

Chair of trustees on behalf of the trustees. Approved by the trustees on 18/12/17

# Amber

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## The Amber Foundation Statement of Cash Flows for year ending 30 April 2017

	Note	Charity 2017 £'s	Charity 2016 £'s
Cash used in operating activities	24	(116,760)	219,018
Interest Income	6	203	279
Purchase of tangible fixed assets	13	(105,693)	(37,116)
Proceeds from sale of fixed assets		5,255	1,350
Cash provided by (used in) investment activities		(100,235)	(35,487)
Repayment of loans/borrowing	17/18	(41,683)	(80,298)
Cash used in financing activities		(41,683)	(80,298)
Increase (decrease) in cash and cash equivalents in the year		(258,678)	103,223
Cash and cash equivalents at the beginning of the year		460,907	357,674
Total cash and cash equivalents at the end of the year		202,229	460,907

# Amber

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Notes on the accounts, for the year ending 30 April 2017

## 1 Accounting Policies

The Amber Foundation (the charitable company) is a private company limited by guarantee, incorporated in England and Wales. The registered office is Ashley Court, Chawleigh, Devon, EX18 7EX. Its company number is 03004111 and charity number 1051388.

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

### a) Basis of preparation

The financial statements 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 Companies Act 2006.

The Amber Foundation meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

### b) Preparation of the accounts on a going concern basis

The Trustees have prepared detailed financial and trading performance projections for the ensuing year. Those projections are prepared as far as possible by including only known business that the company is contracted to carry out during the year, or extremely likely to contract to. Those projections are reviewed and revised at the end of each reporting period within the company's financial year. On the basis of those projections, the Trustees have satisfied themselves, as far as they are reasonably able and unforeseen events aside, that the company is in a position whereby it may adopt the going concern basis of accounting in preparing the annual financial statements.

### c) Income

Voluntary income including donations, gifts and legacies, and grants, that provide core funding or are of general nature are recognised where there is entitlement, receipt is probable and the amount can be measured with sufficient reliability. Such income is only deferred when:

- the donor specifies that the grant or donation must only be used in a future accounting period; or
- the donor has imposed conditions which must be met before the charity has unconditional entitlement.

Income from commercial trading activities is recognised as earned (as the related goods and services are provided).

Investment income is recognised on a receivable basis.

Income from charitable activities includes income received under contract which is recognised as earned (as the related goods or services are provided).

### d) Donated services and facilities

The value of services provided by volunteers is not incorporated into these financial statements.

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Where services are provided to the charity as a donation that would normally be purchased from our suppliers, this contribution is included in the financial statements at an estimate based on the value of the contribution to the charity.

e) 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 (see note 6).

f) Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

g) Expenditure and irrecoverable VAT

All expenditure in the accounts for the charity is inclusive of VAT where applicable.

Expenditure is recognised when a liability is incurred. Contractual arrangements and performance-related grants are recognised as goods or services are supplied. Other grant payments are recognised when a constructive obligation arises that results in the payment being unavoidable:

- Costs of generating funds are those costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.
- Charitable activities including both the direct costs and support costs relating to those activities.
- Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.
- Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

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## h) Tangible fixed assets

Individual fixed assets costing £150 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Asset Category	Annual rate
Freehold Property	Over 75 years
Plant & machinery	25% per annum
Fixtures & fittings	Between 10% and 50% per annum
Motor vehicles	25% per annum

## i) Stock

Stocks are stated at the lower of cost and net realisable value and comprise of food.

## j) 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.

## k) Cash at bank and in hand

Cash at bank and in hand includes cash available in our current accounts, special reserve account and petty cash held by Amber's centres.

## l) 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.

## m) 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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

## n) Pensions

Amber operates a money purchase pension scheme which is open to all staff through The Royal London Group. Amber's staging date for Automatic Enrolment was the 1st March 2015, where eligible employees were auto enrolled, unless they exercised their right to opt out. The total number of staff for whom retirement benefits are accruing under money purchase schemes is 41 (2016: 37).

Amber will match an employee's payments up to 3% of salary.

## o) Termination Payment

Termination payments are payable when employment is terminated before normal retirement date or end of employment contract. They are recognised when the commitment to make payment is made.

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## 2 Legal status of the Charity

The charity is a company limited by guarantee. The members of the company are the trustees named on the Reference and Administrative Details page. 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.

## 3 Donations & Legacies

	2017 £	2016 £
Donations Received – London Marathon	5,036	11,484
Donations – Gift Aid	12,653	10,394
Donations – 3 year pledges accrued in advance	90,000	-
Donations Received – General	544,708	866,238
	-----	-----
Total Voluntary Income	652,397	888,116
	-----	-----

The voluntary income for the year was £652,397 (2016: £888,116) of which £302,493 (2016: £455,569) was restricted. The significant movement year on year being a £300,000 restricted donation from the Garfield Weston Foundation in 2016 towards core costs of the charity over three years.

## 4 Activities for Generating Funds

	2017 £	2016 £
Amber Rocks – Ticket Sales	94,750	-
Amber Rocks – Auction Prizes	158,500	-
Amber Rocks – Donations	88,665	-
Amber Lounge	67,419	-
	-----	-----
Total Activities for Generating Funds Income	409,334	-
	-----	-----

Amber Rocks is a two yearly event held by Amber, the last one being in May 2016, which falls within the 2017 financial year. The next event is due in May 2018, which will fall within the 2019 financial year.

Included in the £409,334 achieved in the 2017 financial year was £43,800 of restricted funds.

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## 5 Income from Charitable Activities

	2017 £	2016 £
Housing Benefits	697,514	748,741
Supporting People	165,800	182,000
Residents' Contributions	149,879	169,283
Third Party Residential Bed Space	175,969	126,024
Education	-	12,386
PHU Licences, Training & Accreditations	-	5,674
Rental of Melksham Property & Containers	19,510	23,132
Rental of Canal Boat (Mary Rose)	-	150
Other Incoming Resources	6,634	4,545
<b>Total Income from Charitable Activities</b>	<b>1,215,306</b>	<b>1,271,935</b>

Of the £1,215,306 achieved in 2017 (2016: £1,271,935), there were no restricted funds received (2016: £0).

## 6 Investment Income

	2017 £	2016 £
Investment Income from Special Reserve Account	203	279
<b>Total Investment Income</b>	<b>203</b>	<b>279</b>

## 7 Cost of Raising Funds

	2017 £	2016 £
<b>Cost of Generating Voluntary Income</b>		
Staff Salaries	72,888	62,824
Staff Expenses	5,118	5,076
Advertising (including Newsletter)	8,750	12,390
<b>Total Cost of Generating Voluntary Income</b>	<b>86,756</b>	<b>80,290</b>
<b>Fundraising</b>		
Amber Rocks Event	162,248	-
London Marathon	3,896	3,500
Amber Drinks Party	-	-
Amber Lounge	9,445	-
Ride London	1,890	2,160
Others	1,859	-
<b>Total Fundraising Costs</b>	<b>179,338</b>	<b>5,660</b>
<b>Total Cost of Raising Fund</b>	<b>266,094</b>	<b>85,950</b>

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Expenditure on generating funds was £266,094 (2016: £85,950) of which £242,772 was unrestricted (2016: £39,676) and £23,322 was restricted (2016: £46,274).

## 8 Analysis of Expenditure on Charitable Activities

	Direct Costs £	Support Costs £	2017 Total £	2016 Total £
Ashley Court, Devon	562,226	90,255	652,481	659,869
Bythesea Lodge, Wiltshire	448,163	90,255	538,418	563,345
Farm Place, Surrey	647,370	92,990	740,360	654,465
Amber Venture / Mary Rose	11,018	-	11,018	5,662
PHU	(71)	-	(71)	38,953
Governance Costs	-	11,771	11,771	9,568
<b>Total Cost on Charitable Activities</b>	<b>1,668,706</b>	<b>285,271</b>	<b>1,953,977</b>	<b>1,931,862</b>

Expenditure on charitable activities, excluding governance costs, was £1,942,206 (2016: £1,922,294) of which £1,736,957 was unrestricted (2016: £1,704,387) and £205,249 was restricted (2016: £217,907).

## 9 Allocation of Governance and Support Costs

	Ashley Court £	Bythesea Lodge £	Farm Place £	AV, MR & PHU £	2017 Total £
<b>Direct Costs</b>					
-House Staff Costs	339,423	306,217	386,164	-	1,031,804
-Direct Residents Costs	68,475	42,052	62,837	-	173,364
-Property Costs	83,769	55,239	128,270	11,018	278,296
-Utilities	24,856	17,811	22,362	-	65,029
-Vehicles	12,419	7,878	14,715	-	35,012
-Office & Admin	33,284	18,966	33,022	(71)	85,201
<b>Sub-total</b>	<b>562,226</b>	<b>448,163</b>	<b>647,370</b>	<b>10,947</b>	<b>1,668,706</b>
<b>Allocated Support Costs</b>					
-Property Costs	6,806	6,806	7,013	-	20,625
-Vehicles	288	288	296	-	872
-Staff Costs (Management)	51,389	51,389	52,947	-	155,725
-Staff Costs (Finance)	21,721	21,721	22,379	-	65,821
-Professional Fees	3,417	3,417	3,521	-	10,355
-Office & Admin Costs	6,634	6,634	6,835	-	20,103
-Governance Costs	3,884	3,884	4,002	-	11,770
<b>Sub-total</b>	<b>94,139</b>	<b>94,139</b>	<b>96,993</b>	<b>-</b>	<b>285,271</b>
Costs of Generating Funds	87,811	87,811	90,472	-	266,094
<b>Total Expenditure</b>	<b>744,176</b>	<b>630,113</b>	<b>834,835</b>	<b>10,947</b>	<b>2,220,071</b>
Allocation Basis	35%	33%	31%	1%	100%



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10 Net Income/(expenditure) for the year. This is stated after charging:

	2017	2016
	£	£
Auditors remuneration	11,771	9,568
(Profit)/loss of disposal of fixed assets	(88)	802
Depreciation	77,538	67,995
Interest payable	8,105	10,491
	-----	-----

11 Directors' Emoluments and Transactions

As charity trustees, the Board of Directors are not employees and are not included in employee information. None of the directors received any remuneration for their services, or were reimbursed any expenses.

12 Employee Information

The average number of persons employed by the company during the year is analysed as:

	2017	2016
Direct charitable objectives	50	51
Administration management and fundraising	9	11
	-----	-----
	59	62
	-----	-----

Average number of volunteers (including Trustees)	6	5
---	---	---

	£	£
Gross wages & salaries	1,093,645	1,145,528
Employer's National Insurance costs	90,815	97,240
Employer's pension costs	25,920	28,114
	-----	-----
Total Direct Costs of Employment	1,210,380	1,270,882
	-----	-----

Costs of generating voluntary income	72,888	62,824
House staff costs	958,807	987,839
Management staff costs	112,863	157,952
Finance staff costs	65,822	62,267
	-----	-----
	1,210,380	1,270,882
	-----	-----

Employees whose emoluments above £60,000 in year

£70,001-£80,000	1	1
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Pension contributions for higher paid staff	1,969	1,763
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## Employee Information cont...

During the year, redundancy payments of £9,293 (2016: £5,700) were made.

The key management personnel of the charity are set out with the reference and administrative section on page 10. The total employee benefits of the key management personnel of the charity were £189,399 (2016: £324,982). Including employer's national insurance contributions of £16,714 (2016: £31,208).

Amber operates a money purchase pension scheme which is open to all staff. Amber's staging date for Automatic Enrolment was the 1<sup>st</sup> March 2015. The total number of staff for whom retirement benefits are accruing under money purchase schemes is 41 (2016: 37).

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 objects.

## 13 Tangible Assets

	Freehold Property £	Plant & Machinery £	Fixtures/ Fittings £	Motor Vehicles £	Total £
As at 1 May 2016	3,625,000	41,906	545,234	52,415	4,264,555
Additions	-	7,316	40,922	57,455	105,693
Disposals	-	(34,866)	(443,544)	(19,687)	(498,097)
As at 30 April 2017	3,625,000	14,356	142,612	90,183	3,872,151
Depreciation					
As at 1 May 2016	385,752	38,567	520,436	29,768	974,523
Charge for the year	41,563	3,182	21,848	10,945	77,538
Disposals	-	(34,866)	(443,304)	(14,760)	(492,930)
As at 30 April 2017	427,315	6,883	98,980	25,953	559,131
Net Book Value					
As at 30 April 2017	3,197,685	7,473	43,632	64,230	3,313,020
As at 30 April 2016	3,239,248	3,339	24,798	22,647	3,290,032

## 14 Investments

	2017 £	2016 £
At 1 May and at 30 April	1,000	1,000

Details of investments in which the company holds 20% or more of the nominal value of any class of share capital are as follows:

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## Investments cont...

Subsidiary undertakings:	Class of share	Proportion of voting rights and shares	Nature of business	Country of incorporation
Amber Dextrous Ltd	Ordinary	100%	Dormant	England & Wales

At the end of the year, the aggregate amount of capital and reserves was a deficit of £46,907 (2016: Deficit of £46,907).

## 15 Stocks

Stocks represent the estimated cost of food in the centres at the end of the year for the charity.

## 16 Debtors

	2017 £	2016 £
Amounts due from group undertakings	46,907	46,907
Other Debtors	91,412	88,731
Prepayments and accrued income	275,583	117,222
<b>Total Debtors</b>	<b>413,902</b>	<b>252,860</b>

## 17 Creditors: Amounts falling due within one year

	2017 £	2016 £
Mortgage	41,683	41,683
Trade creditors	44,902	30,635
Taxation and social security	27,359	29,541
Accruals and deferred income	109,075	213,364
Other creditors	18,148	25,042
<b>Total Creditors within one year</b>	<b>241,167</b>	<b>340,265</b>

## 18 Creditors: Amounts falling due after more than one year

	2017 £	2016 £
Mortgage	186,853	220,432
<b>Total Creditors after more than one year</b>	<b>186,853</b>	<b>220,432</b>

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Interest is payable on the mortgage at the rate of 2.85% above base, per annum. The mortgage is secured on the freehold properties, Ashley Court, Devon and Bythesea Lodge, Trowbridge. The proportion of this mortgage to the property value is 70%. The mortgage is payable over a period of 19 years.

	2017 £	2016 £
Maturity of loan and mortgage:		
In one year or less	41,683	41,683
In more than one year, but less than two years	41,683	41,683
In more than two years, but less than five years	145,170	178,749
	<u>228,536</u>	<u>262,115</u>

## 19 Financial Instruments

	2017 £	2016 £
Financial assets:		
Debt instruments measured at amortised cost	377,098	142,293
	<u>377,098</u>	<u>142,293</u>
Financial liabilities:		
Measured at amortised cost	347,320	394,147
	<u>347,320</u>	<u>394,147</u>

## 20 Restricted Funds

A number of donors have given money or gifts in kind for various particular purposes as detailed below:

Fund Ref	Fund Balances B/Fwd £	Incoming Resources £	Outgoing Resources £	Fund Balances C/Fwd £
1	195,160	0	(3,204)	191,956
2	0	43,800	(4,266)	39,534
3	0	37,674	(3,299)	34,375
4	2,331	51,000	(13,606)	39,725
5	0	80,000	0	80,000
6	16,638	30,000	(27,000)	19,638
7	283,333	0	(100,000)	183,333
Others	62,485	103,820	(80,360)	85,944
Total	<u>559,947</u>	<u>346,293</u>	<u>(231,735)</u>	<u>674,505</u>

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## Explanation of Restricted Funds:

- 1 Donations and loans provided to enable Amber to purchase two new sites in previous years.
- 2 Donation received to purchase mini-buses.
- 3 Donation received to fund Amberteers' at Farm Place.
- 4 Donations received towards the cost of Team Leaders at Farm Place.
- 5 Donation received towards improvements of Amber centres.
- 6 Donation received towards the cost of a Team Leader at Bythesea Lodge.
- 7 Donations received towards the central overhead costs of Amber to be spent over three years

## 21 Unrestricted Funds

Fund Type	Fund Balances Brought Forward £	Incoming Resources £	Outgoing Resources £	Transfers £	Gains & Losses £	Fund Balances Carried Forward £
	1,093,300					
General	1,793,197	1,930,947	(1,962,733)	-	-	1,061,514
Designated	-----	-	(25,603)	-	-	1,767,594
	2,886,497	-----	-----	-----	-----	-----
	-----	1,930,947	(1,988,336)	-	-	2,829,108
	-----	-----	-----	-----	-----	-----

The designated fund relates to the net book value of Farm Place and the tangible fixed assets held there. Outgoing resources is the depreciation charge for the year and the transfer represents the additions in the year purchased out of the general fund.

## 22 Analysis of Net Assets Between Funds

The charity's net assets belong to the various funds as follows:

	Tangible Fixed Assets £	Net Current Assets £	Long Term Liabilities £	Total £
Restricted Funds	191,957	482,549	-	674,506
General Fund	3,122,063	(106,102)	(186,853)	2,829,108
	-----	-----	-----	-----
Total Funds	3,314,020	376,447	(186,853)	3,503,614
	-----	-----	-----	-----

Restricted fixed asset is the total of Restricted reserve 3, which is the only capital reserve.

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## *Analysis of Net Assets Between Funds cont...*

The long term liability related to Farm Place - as the use of this asset is not restricted, neither is the liability. No money has been given specifically to pay this off. All other items are balancing figures.

### 23 Related Party Transactions

A trustee has made a donation towards the salary costs of AC's Maintenance Manager to the value of £7,000. The same Trustee has also donated £25,000 towards the general costs of Amber.

### 24 Reconciliation of net movement in funds to net cash flow from operating activities

	2017 £	2016 £
Net movement in funds:	57,169	142,518
Add back depreciation	77,538	67,995
(Profit)/Loss on disposal of fixed assets	(88)	802
Interest payable	8,104	10,493
Gift in kind	-	(15,000)
Deduct interest income shown in investment activities	(203)	(279)
Increase in stock	860	(499)
(Increase)/decrease in debtors	(161,042)	(125,768)
Increase/(decrease) in creditors	(99,098)	138,756
	<u>(116,760)</u>	<u>219,018</u>