

**REGISTERED COMPANY NUMBER: 05333784 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1117546**

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS FOR THE  
YEAR ENDED 31ST MARCH 2019  
FOR  
ROTHER VOLUNTARY ACTION  
(A COMPANY LIMITED BY GUARANTEE)**

Gibbons Mannington & Phipps LLP  
Chartered Accountants  
20 Eversley Road  
Bexhill-on-Sea  
East Sussex  
TN40 1HE



**ROTHER VOLUNTARY ACTION**

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FOR THE YEAR ENDED 31ST MARCH 2019**

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## **ROTHER VOLUNTARY ACTION**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2019**

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2019. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

#### **OBJECTIVES AND ACTIVITIES**

##### **Objectives and aims**

Rother Voluntary Action's vision is to strengthen the social and economic wellbeing of local communities and help people fulfil their potential in a socially and environmentally sustainable fashion. In order to deliver this mission it is critical that we focus our energy and resources towards the needs and requirements of our beneficiaries. Each year we appraise our current work to assess how much it contributes to the core objectives of Rother Voluntary Action and any new strand of work is similarly appraised. Our objectives are to:

1. support the development of a vibrant community and voluntary sector in Rother enabling increased and improved services and facilities provided by the voluntary and community sector in Rother.
2. facilitate communication and representation between the voluntary and statutory sectors on policy planning and delivery to increase voluntary and community sector involvement in these processes.
3. identify local needs and gaps in service provision and work with local communities, service users and other agencies to develop appropriate action to help build the social capital in Rother.

##### **Public benefit**

The Trustees have considered their duty set out in Section 17 of the Charities Act 2011 to have due regard to public benefit guidance by the Commission and in their opinion the foregoing report on our achievements and performance demonstrates that they have complied therewith.

## **ROTHER VOLUNTARY ACTION**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2019**

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#### **ACHIEVEMENT AND PERFORMANCE**

##### **Charitable activities**

2018/19 saw a continuation of the same trends affecting the charitable and community sectors over the preceding years. Statutory authorities have continued to reduce and, in some cases, withdraw services increasing pressure on voluntary organisations who increasingly struggle to meet increased demand, find sustainable funding and recruit sufficient volunteers. However, despite a background of continued deep cuts to public sector budgets and services, and the general reduction of funding available to charities the Directors are pleased to report again, that the year 2018/19 saw RVA meet all key operational, performance and financial targets.

RVA's continues to work in collaboration with a range of organisations. This includes strong and welcome relationships with Rother District Council and East Sussex County Council who provide us with core funding. Working with other statutory organisations underpins much of our work supporting and encouraging community organisations and volunteers in Rother and has enabled us to deepen our work particularly with individuals and communities living in areas of multiple deprivation. We continue to work closely with East Sussex County Council supporting new configurations of health and social care services, the Environment Agency, Fire Service and Sussex Police through the Safer Communities Partnership.

However, at the heart of all we do comes independence and self-determination of our communities and community groups. Our aim, as RVA is to provide back-up, support, collective muscle and a framework for learning for communities and the activists within them to support them to develop their ideas and services that they and their communities want and need. Community organisations continue to make a huge contribution to the quality of life and the wellbeing of the people who live in their 'patch'. They are now being asked to do more, often with less, a challenge which many have accepted as "do nothing" for many people is not an option.

Our work is directly aimed at these selfless individuals who see the positives and strengths in their community and look to use those to help those in need, or just to build happier, healthier communities; There is never an end to the learning, evolution and development of new responses and new ideas that happen in communities. There is also an inexhaustible scope for communities and community organisations to learn from each other's action and support each other. Our quarterly rural and Bexhill community networks have seen a huge increase in participation with 50 attendees a normal figure. Attendees tell us they value the opportunity to meet, listen, showcase and discuss with a sense of shared purpose. The community networks provide the connections, information and support to people who sometimes can feel alone, with a huge burden of responsibility for the work they put in as volunteers.

Anecdotally, it would appear that general economic conditions for the majority of people living in Rother District have continued to decline with a consistent increase in the cost of living, particularly rents, against static or declining wages. It is no surprise that the local voluntary and community sector is also continuing to experience increasing challenges. Funding to continue services with paid staff is very difficult to find. Almost all volunteer involving organisations continue to report difficulties in attracting new volunteers particularly to join as committee members or trustee. Concurrently charities are experiencing both a rise in numbers asking for help and an increase in expectations over the quality of services delivered. New services around food poverty and homelessness have begun to emerge with demand over the past year for these services doubling and tripling.

In some coastal areas, and small communities, the ability of local people to contribute towards the full cost of running voluntary and community services is extremely limited leading to the loss of many voluntary services from small micro youth groups through to day centres and lunch clubs. Subsidies from both statutory and charitable sources for these services have begun to disappear leaving those in most need unable to afford services and becoming increasingly isolated and lonely.

Local charities continue to struggle with financial deficits leading them to remove services and staff to balance the books. All charities are reporting to us that earned income, legacy-giving and donations are continuing to fall whilst users cannot afford an increase in the cost of a service. The fallacy that the whole of the south east is a 'rich' area in little need of support impacts on our coastal communities, which lag far behind the commuter belt of northern East Sussex and west Kent.

## **ROTHER VOLUNTARY ACTION**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2019**

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#### **ACHIEVEMENT AND PERFORMANCE**

##### **Charitable activities**

Organisations observe that funding from the public sector more often than not carries unrealistic expectations of what can be achieved with the resources offered and has become heavily bureaucratised with the cost of administering and reporting on the funding continuing to be disproportionate and expensive despite our own (and others) representations on this matter. This has led to cases where much needed funding is being turned down as the combination of heavy workloads, and unrealistic expectations from funders combined with other pressures have meant that for many groups there is a perception that they feel that accepting funds under those terms would cause more harm to the health and wellbeing of staff, volunteers and clients than good.

The public sector is continuing in its drive to encourage communities to do more for themselves with some limited support. This support while often promised, also often fails to materialise as frontline statutory staff themselves struggle with day to day workloads and do not have time or the remit to support communities. Indeed, some statutory authorities have asked rural communities for optional additional funding to continue to provide a service that was already quite poor.

Support when available is often delivered with a highly risk averse mindset and a bureaucratised set of commissioning and grant giving processes which results in smaller community organisations feeling reluctant or unable to engage. While many national reports and investigations point to the danger and threat this poses to local social capital, many of our larger statutory services appear to be blinkered and unable to change resulting in large contracts and grants being awarded to out of area organisations rather than a concerted effort to help build and support local capacity. As a sector we now find ourselves patronisingly lectured to by statutory authorities about being user driven whilst these same agencies have a record of appointing organisations who may be based hundreds or thousands of miles away to deliver the message. The irony seems to be lost in translation.

As well as failing to support the development of local assets this approach leaves larger regional organisations free to claim only they can deliver cost-efficient services, yet they do not have the granular, local knowledge to develop sustainable, locally accessible services that local organisations have and when the funding stops they tend to vanish leaving little social capital in their wake.

The net effect is that larger (often out of area) voluntary and community organisations "hoover up" available funding and "local" organisations become starved of support, directly undermining the strategic aim of building community resilience. In the face of harsh realities and commissioning processes "asking for too much for too little" services become quickly rationalised to neighbouring out-of-District urban centres requiring our local residents to travel further to access services. This trend particularly affects people living in rural communities where transport (when it is available) is expensive.

RVA worked with local rural communities to establish how these national trends played out across Rother and particularly in rural area. Unsurprisingly the RVA report (An Assessment of Rural Volunteering 2019) has confirmed that many if not all the national trends were being seen locally. 32% of people in rural Rother live alone. Higher housing, food and utilities bills for single people leave little spare to pay for services or social activities; costs are not just financial but emotional and physical too. Voluntary and community groups report that local people have very little spare money to pay for activities that help combat loneliness and social isolation. Patients living in rural areas are being forced to spend £100 on taxis to attend routine hospital appointments amid the closure of local services. The Royal College of Nursing warned that the countryside is becoming a "healthcare desert" with people struggling to access GP appointments and hospital treatment. Poor broadband and mobile phone signal, unreliable public and patient transport and the closure of local services are all to blame for increasingly inadequate healthcare provision in rural areas.

In Rother we have seen examples of local organisations rising to the challenge (Rye Hub on the Hill) as well as struggling (and in some cases failing) to cope. The substantial and continued reductions in local government funding is still being felt and expected to be ongoing for several years to come. Local communities continue to struggle with evidence mounting (i.e. through the Rother LSP) that communities in our poorest wards continue to experience lower incomes (some of the lowest median incomes in the UK) and fast rising costs especially around housing.

## **ROTHER VOLUNTARY ACTION**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2019**

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#### **ACHIEVEMENT AND PERFORMANCE**

##### **Charitable activities**

RVA key statistics for its infrastructure support role over the year include 900 local organisations receiving advice and information; RVA responded to over 2000 queries and requests for help; 180 groups attended community networks with 300 receiving network briefings; an increase to 140 groups received 1-to-1 governance advice; 110 groups accessed funding support throughout the year bringing in excess of £2.5million (known) to the District, 80 groups participating in at least one training session. 90 people were helped into volunteering, 110 groups supported with volunteering queries and 40 groups supported to promote their volunteering opportunities. In addition, RVA staff have been involved in delivering services and projects in local communities across the health, social care, environment, community safety and sports sectors including the commencement of our first EU funded Interreg 2Seas project I-Know-How with Dutch, Belgian and French Partners. Following on our work around supporting people with a long-term health condition I-Know-How is a project developing ways of supporting people with a cancer diagnosis to remain in work should they want to.

Feedback from our funders continues to be overwhelmingly positive and this has been endorsed by RVA holding the NAVCA Quality Award. The NAVCA Quality Award measures RVA's performance against 4 key standards of delivery to local communities. It is an externally audited evaluation of the services offered to voluntary and community groups. To achieve a NAVCA quality award, a NAVCA member will undergo a rigorous assessment process to test that it is indeed delivering quality services to its local voluntary and community sector.

Feedback from our 2018/19 Members survey showed members and communities using our services continues to be very positive. 99% of respondents rated RVA services as Excellent or Good and our project evaluations continue to highlight overall high levels of satisfaction with RVA's delivery whether this be through our funding support, training, advice and information, representation or facilitation services or other direct delivery services such as our community accountancy services.

RVA priorities over this period have been:

- To support local charities, community groups and social enterprises with the right advice, information and assistance at the right time and in the right place
- To work to highlight issues identified with communities across Rother but particularly in areas of multiple deprivation
- To work with partners to bring resources into areas of multiple deprivation particularly Rye & Eastern Rother, Bexhill Central and Sidley
- To ensure the rural voice is heard and that rural communities are supported to continue to develop new ideas and services
- To support sustainable, resilient communities in the widest sense
- To work to develop RVA's own resilience and sustainability

In pursuit of these objectives the Directors acknowledge and thank the efforts of a number of statutory agencies in this regard. Particularly East Sussex County Council and Rother District Council who have worked in partnership with RVA to deliver much needed support to local communities including Volunteering Support with RDC and a range of health and social care projects with ESCC including Skilled for Health and Chances for Change.

In pursuance of these activities we also acknowledge very positive and closer working partnerships with colleagues across the voluntary sector. RVA has been working particularly closely with the Heart of Sidley providing back office services and advice; Action in rural Sussex (Village Agents) to support community action in rural areas; Bexhill Creatives to look at culture led community development (De la Warr Pavilion, HFS and Heart of Sidley); Rye Partnership (Tilling Green Community Centre) to support communities in the Rye area; 3VA (Charity Mentors, Volunteer Centre East Sussex); The Pelham as a base for a range of community activities; and the Bexhill Foodbank looking to bring together a food poverty partnership across Rother. RVA works closely with SCDA and the Pelham in developing the services available through the Bexhill and Sidley Health and Wellbeing Hubs. RVA has particularly valued the close and open nature of our collaborations with partners.

## **ROTHER VOLUNTARY ACTION**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2019**

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#### **ACHIEVEMENT AND PERFORMANCE**

##### **Charitable activities**

RVA has continued to support and participate in several key strategic partnerships. These include the Rother Strategic Partnership, Hastings and Rother Task Force, Hastings and Bexhill CHART, and RVA continues to support cross-county work through being partners in Volunteer Centre East Sussex, SpeakUp Forum, and the East Sussex CVS Partnership. RVA has worked to ensure Rother's voice is heard in these key forums and where relevant that voluntary sector organisations are provided with a place to have their say. The work this year has seen a continued strong focus on "community resilience" and RVA have worked extensively to support ESCC Locality Link Workers.

RVA has continued to focus on the development of resources to increase the resilience local communities. By this we mean supporting local people to develop their own services and responses to the challenges they face. We continue to offer support to people looking to volunteer. RVA continues to lead in the use of the Asset Based Community Development model as an approach and is increasingly using social media as an integral part of its work with communities. We have sought to use ABCD approaches to combat loneliness and isolation particularly through TeamUp, the Tudor Trust funded Meet and Match project where we matched 25 volunteers with clients wanting befriending, and Chances for Change.

We have also continued to look at new and innovative responses to the request from local communities and groups. In this regard, we have developed a STEM club for children age 7-13, work across Rother to gather develop a young people group network, continued our work with the Rother Equalities Group. RVA have continued to support BME community groups and individuals, as well as beginning to highlight issues around scams, hate crime and modern slavery.

#### **FINANCIAL REVIEW**

##### **Financial position**

The year 2018/19 saw an unrestricted operating surplus of £34,383 (£19,972 and £4,115 in previous years).

Income from grants and donations was £159,566 and from charitable activities £231,671 (excluding funds held for other organisations) compared to £157,637 and £278,943 in 2017/18. This income was generated from grants from 4 funders plus our own cost recovery income from room rentals, DBS checks and Community Accountancy services.

Expenditure from charitable activities for the year totalled £408,454 (£373,567 2017/18) of which £227,371 (£230,763 2017/18) was spent on staff costs representing 56% (62% 2017/18) of RVA's charitable expenditure.

##### **Reserves policy**

It is the policy of the trustees to maintain sufficient reserves to ensure the day to day running of the charity.

Unrestricted funds at the year end amounted to £160,189 which included designated funds set aside for building maintenance of £5,019. Restricted funds for specific projects amounted to £290 and an explanation of these funds is shown in the notes to the accounts.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

Rother Voluntary Action is a company limited by guarantee and is governed by its Memorandum and Articles which were an integral part of the incorporation on 17th January 2005. On 10th January 2007 the company became a Charity registered with the Charity Commission.

##### **Recruitment and appointment of new trustees**

The management of Rother Voluntary Action is the responsibility of the Trustees who are elected under the terms of the Memorandum and Articles. The Trustees may appoint a person who is willing to act as a Trustee, either to fill a vacancy or to act as an additional Trustee provided that the appointment does not cause the number of Trustees to exceed the maximum number. Only persons who are members of the company shall be eligible to become Trustees. None of the charity's Trustees receive any remuneration.

## **ROTHER VOLUNTARY ACTION**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2019**

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#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Recruitment and induction of trustees**

Rother Voluntary Action follows the same process of recruitment and induction whether a potential Board member is nominated or co-opted. All potential Board members are asked to complete an application pack and are interviewed by a subgroup of the Board. Board members will then decide whether to co-opt or to recommend nomination to members at the AGM. The Chief Executive Officer is responsible for coordinating the Induction process and giving opportunities to get to know the organisation.

##### **Risk management**

The key risks to the organisation are:

- The withdrawal of contracts from public service organisations and the impact this has in managing the long term strategy of the organisation
- Increasing concerns about the availability of funding from charitable and non-charitable sources that can be accessed for Rother
- Likely further cuts to public sector finances
- The loss of any key experienced staff member

Rother Voluntary Action, like many voluntary organisations is facing a serious challenge to maintain its financial operating reserve. As a result the Senior Management Team has implemented a series of cost cutting actions to maintain the financial health of the organisation and is investigating other strategic options in order to preserve a service for communities in Rother.

At this point the Rother Voluntary Action Board is satisfied that actions already taken or are planned are sufficient to enable the organisation to navigate through the immediate financial turbulence affecting particularly the public sector and its partners.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

##### **Registered Company number**

05333784 (England and Wales)

##### **Registered Charity number**

1117546

##### **Registered office**

47 London Road  
Bexhill-on-Sea  
East Sussex  
TN39 3JY

##### **Trustees**

J C Kirkham	
D M Smith	
J H F Brewerton	- resigned 2/5/2019
L Seddon	
T J Hemmings	
C N Mills	
O Jeffs	- appointed 8/5/2018

##### **Company Secretary**

G S Sanderson

##### **Independent examiner**

Carol Barfoot  
Institute of Chartered Accountants in England and Wales  
Gibbons Mannington & Phipps LLP  
Chartered Accountants  
20 Eversley Road  
Bexhill-on-Sea  
East Sussex  
TN40 1HE



**ROTHER VOLUNTARY ACTION**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31ST MARCH 2019**

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**REFERENCE AND ADMINISTRATIVE DETAILS**

**Bankers**

Lloyds TSB plc, 17 Wellington Place, Hastings, East Sussex, TN34 1NX

CAF Bank Limited, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ

**Chief Executive**

Martin Fisher

**Advisers**

Alison Spring - Rother District Council

Paul Rideout - East Sussex County Council

Approved by order of the board of trustees on 19th August 2019 and signed on its behalf  
by:

  
.....  
G S Sanderson - Secretary

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ROTHER VOLUNTARY ACTION

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### Independent examiner's report to the trustees of Rother Voluntary Action ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2019.

### Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

### Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Institute of Chartered Accountants in England and Wales which is one of the listed bodies

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached



Carol Barfoot  
Institute of Chartered Accountants in England and Wales  
Gibbons Mannington & Phipps LLP  
20 Eversley Road  
Bexhill-on-Sea  
East Sussex  
TN40 1HE

Date: 05/09/2019

# **ROTHER VOLUNTARY ACTION**

## **STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2019**

	Notes	Unrestricted funds £	Restricted funds £	2019 Total funds £	2018 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	129,566	30,000	159,566	157,637
<b>Charitable activities</b>					
Projects		158,903	68,925	227,828	265,177
Training income		640	-	640	60
Community accounting		1,824	-	1,824	2,617
Earned income		300	-	300	9,011
Meeting room hire		1,000	-	1,000	1,289
Use of photocopier		-	-	-	144
Investment income	3	59	-	59	30
Other income		20	-	20	615
<b>Total</b>		<b>292,312</b>	<b>98,925</b>	<b>391,237</b>	<b>436,580</b>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>	4				
Projects		23,512	123,266	146,778	109,216
Other charitable activities		232,588	29,088	261,676	264,351
<b>Total</b>		<b>256,100</b>	<b>152,354</b>	<b>408,454</b>	<b>373,567</b>
<b>NET INCOME/(EXPENDITURE)</b>		<b>36,212</b>	<b>(53,429)</b>	<b>(17,217)</b>	<b>63,013</b>
<b>Transfers between funds</b>	16	<b>(1,829)</b>	<b>1,829</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>34,383</b>	<b>(51,600)</b>	<b>(17,217)</b>	<b>63,013</b>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>130,825</b>	<b>51,890</b>	<b>182,715</b>	<b>119,702</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>165,208</b>	<b>290</b>	<b>165,498</b>	<b>182,715</b>

The notes form part of these financial statements

# **ROTHER VOLUNTARY ACTION**

## **BALANCE SHEET AT 31ST MARCH 2019**

	Notes	Unrestricted funds £	Restricted funds £	2019 Total funds £	2018 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	12	<b>1,517</b>	-	<b>1,517</b>	346
<b>CURRENT ASSETS</b>					
Debtors	13	<b>811</b>	-	<b>811</b>	41,146
Cash at bank and in hand		<b>332,634</b>	<b>53,870</b>	<b>386,504</b>	409,052
		<b>333,445</b>	<b>53,870</b>	<b>387,315</b>	450,198
<b>CREDITORS</b>					
Amounts falling due within one year	14	<b>(169,754)</b>	<b>(53,580)</b>	<b>(223,334)</b>	(267,829)
<b>NET CURRENT ASSETS</b>		<b>163,691</b>	<b>290</b>	<b>163,981</b>	182,369
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b>165,208</b>	<b>290</b>	<b>165,498</b>	182,715
<b>NET ASSETS</b>		<b>165,208</b>	<b>290</b>	<b>165,498</b>	182,715
<b>FUNDS</b>	16				
Unrestricted funds				<b>165,208</b>	130,825
Restricted funds				<b>290</b>	51,890
<b>TOTAL FUNDS</b>				<b>165,498</b>	182,715

The notes form part of these financial statements

## **ROTHER VOLUNTARY ACTION**

### **BALANCE SHEET - CONTINUED AT 31ST MARCH 2019**

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The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2019.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2019 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 19th August 2019 and were signed on its behalf by:

  
T J Hemmings -Trustee

The notes form part of these financial statements

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## **ROTHER VOLUNTARY ACTION**

### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2019**

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#### **1. ACCOUNTING POLICIES**

##### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

##### **Financial reporting standard 102 - reduced disclosure exemptions**

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

##### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Computer equipment - 33% on cost

##### **Taxation**

The charity is exempt from corporation tax on its charitable activities.

##### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

## ROTHER VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31ST MARCH 2019

#### 1. ACCOUNTING POLICIES - continued

##### Cash at bank and in hand

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

##### Debtors

Debtors are recognised at their recoverable amounts to which the charity is entitled.

##### Creditors

Creditors 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 are normally recognised at their settlement value.

#### 2. DONATIONS AND LEGACIES

	2019	2018
	£	£
Donations	1,233	2,449
Grants	158,333	155,188
	<u>159,566</u>	<u>157,637</u>

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

	2019	2018
	£	£
Rother District Council	44,000	38,000
East Sussex County Council	78,749	70,900
Hastings Voluntary Action	5,584	8,776
Tudor Trust	30,000	27,500
3VA	-	10,012
	<u>158,333</u>	<u>155,188</u>

#### 3. INVESTMENT INCOME

	2019	2018
	£	£
Deposit account interest	<u>59</u>	<u>30</u>

#### 4. CHARITABLE ACTIVITIES COSTS

	Direct costs (See note 5)	Grant funding of activities (See note 6)	Support costs (See note 7)	Totals
	£	£	£	£
Projects	117,405	29,373	-	146,778
Other charitable activities	260,499	-	1,177	261,676
	<u>377,904</u>	<u>29,373</u>	<u>1,177</u>	<u>408,454</u>

**ROTHER VOLUNTARY ACTION****NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31ST MARCH 2019****5. DIRECT COSTS OF CHARITABLE ACTIVITIES**

	2019	2018
	£	£
Staff costs	227,371	230,763
Payroll costs	1,714	1,714
Project costs	79,025	76,658
Project costs funding repayable	38,380	-
Rent and office costs	6,000	6,000
Rates, building repairs, utilities and cleaning	3,891	4,883
Insurance	1,831	1,807
Stationery and computer expenses	6,908	6,204
Marketing and promotions	750	200
Equipment maintenance	669	1,805
Telephone and internet	2,887	2,473
Fees, licences, subscriptions and publications	738	1,915
Travel and hospitality	6,217	3,865
Trainings and course fees	336	857
Bank charges	80	65
Miscellaneous	261	260
Depreciation	846	399
	<u>377,904</u>	<u>339,868</u>

**6. GRANTS PAYABLE**

	2019	2018
	£	£
Projects	<u>29,373</u>	<u>32,558</u>

The total grants paid to institutions during the year was as follows:

	2019	2018
	£	£
All Saints CE Primary School*	5,636	5,587
All Saints Church, Sidley*	680	5,700
Bexhill Neighbourhood Gardeners*	2,808	-
Calm Farm*	3,000	-
Glenleigh Park Primary Academy*	5,000	-
Sidley Cricket Club	3,695	-
Sidley Cricket Club*	433	-
Stem Club*	1,000	-
Walk2Run*	5,000	-
Other grants to organisations under £1,000	2,121	4,307
1st Sidley Brownies*	-	3,000
Bexhill Caring Community*	-	4,772
Boom Active*	-	4,000
Freestyle Combat Academy*	-	2,192
Sidley Friendship Club*	-	2,000
Vitality Village, Herstmonceux	-	1,000
	<u>29,373</u>	<u>32,558</u>

\* Heart of Sidley grants to community groups



**ROTHER VOLUNTARY ACTION****NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31ST MARCH 2019****7. SUPPORT COSTS**

	<b>Governance costs</b>
	<b>£</b>
Other charitable activities	<b><u>1,177</u></b>

Support costs, included in the above, are as follows:

**Governance costs**

	<b>2019 Other charitable activities £</b>	2018  Total activities £
Accountancy fees	<b>708</b>	684
Independent examiner's fees	<b>456</b>	444
Annual return fee	<b>13</b>	13
	<b><u>1,177</u></b>	<u>1,141</u>

**8. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	<b>2019 £</b>	2018 £
Depreciation - owned assets	<b><u>846</u></b>	<u>399</u>

**9. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31st March 2019 nor for the year ended 31st March 2018.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31st March 2019 nor for the year ended 31st March 2018.

**10. STAFF COSTS**

	<b>2019 £</b>	2018 £
Wages and salaries	<b>201,691</b>	207,441
Social security costs	<b>16,590</b>	14,746
Other pension costs	<b>9,090</b>	8,576
	<b><u>227,371</u></b>	<u>230,763</u>

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

	<b>2019</b>	2018
Full and part time staff	<b><u>9</u></b>	<u>9</u>

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

**ROTHER VOLUNTARY ACTION****NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31ST MARCH 2019****11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	130,137	27,500	157,637
<b>Charitable activities</b>			
Projects	150,077	115,100	265,177
Training income	60	-	60
Community accounting	2,617	-	2,617
Earned income	9,011	-	9,011
Meeting room hire	1,289	-	1,289
Use of photocopier	144	-	144
Investment income	30	-	30
Other income	615	-	615
<b>Total</b>	<b>293,980</b>	<b>142,600</b>	<b>436,580</b>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Projects	34,269	74,947	109,216
Other charitable activities	242,562	21,789	264,351
<b>Total</b>	<b>276,831</b>	<b>96,736</b>	<b>373,567</b>
<b>NET INCOME/(EXPENDITURE)</b>	<b>17,149</b>	<b>45,864</b>	<b>63,013</b>
<b>Transfers between funds</b>	<b>2,823</b>	<b>(2,823)</b>	<b>-</b>
<b>Net movement in funds</b>	<b>19,972</b>	<b>43,041</b>	<b>63,013</b>
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	<b>110,853</b>	<b>8,849</b>	<b>119,702</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b>130,825</b>	<b>51,890</b>	<b>182,715</b>

These figures are for the year ended 31st March 2018.

**ROTHER VOLUNTARY ACTION****NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31ST MARCH 2019****12. TANGIBLE FIXED ASSETS**

	<b>Computer equipment £</b>
<b>COST</b>	
At 1st April 2018	<b>19,788</b>
Additions	<b>2,017</b>
At 31st March 2019	<b>21,805</b>
 <b>DEPRECIATION</b>	
At 1st April 2018	<b>19,442</b>
Charge for year	<b>846</b>
At 31st March 2019	<b>20,288</b>
 <b>NET BOOK VALUE</b>	
At 31st March 2019	<b>1,517</b>
At 31st March 2018	346

**13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2019</b>	2018
	<b>£</b>	£
Other debtors	<b>811</b>	41,146

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

	<b>2019</b>	2018
	<b>£</b>	£
Balance of funds administered for others (see note 17)	<b>109,033</b>	100,623
Social security and other taxes	<b>4,742</b>	4,716
Other creditors	<b>23,679</b>	37,119
Grants and funding received in advance	<b>47,500</b>	125,371
Funding repayable	<b>38,380</b>	-
	<b>223,334</b>	267,829

**15. LEASING AGREEMENTS**

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

	<b>2019</b>	2018
	<b>£</b>	£
Between one and five years	<b>12,000</b>	18,000

The lease of 47 London Road was signed on 31 March 2016. It is for the period of 10 years from that date with a break clause at the end of the fifth year. The rent will be reviewed to £7,500 per annum on the fifth anniversary and then 5% on each subsequent review date.

**ROTHER VOLUNTARY ACTION**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31ST MARCH 2019**

**16. MOVEMENT IN FUNDS**

	At 1/4/18 £	Net movement in funds £	Transfers between funds £	At 31/3/19 £
<b>Unrestricted funds</b>				
General fund	125,806	36,212	(1,829)	160,189
Building maintenance designated fund	5,019	-	-	5,019
	<u>130,825</u>	<u>36,212</u>	<u>(1,829)</u>	<u>165,208</u>
<b>Restricted funds</b>				
Big Local project - Heart of Sidley	51,040	(52,869)	1,829	-
Community Friends Plus	850	(560)	-	290
	<u>51,890</u>	<u>(53,429)</u>	<u>1,829</u>	<u>290</u>
<b>TOTAL FUNDS</b>	<u>182,715</u>	<u>(17,217)</u>	<u>-</u>	<u>165,498</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	292,312	(256,100)	36,212
<b>Restricted funds</b>			
Big Local project - Heart of Sidley	68,925	(121,794)	(52,869)
Community Friends Plus	30,000	(30,560)	(560)
	<u>98,925</u>	<u>(152,354)</u>	<u>(53,429)</u>
<b>TOTAL FUNDS</b>	<u>391,237</u>	<u>(408,454)</u>	<u>(17,217)</u>

**Comparatives for movement in funds**

	At 1/4/17 £	Net movement in funds £	Transfers between funds £	At 31/3/18 £
<b>Unrestricted Funds</b>				
General fund	105,834	17,149	2,823	125,806
Building maintenance designated fund	5,019	-	-	5,019
	<u>110,853</u>	<u>17,149</u>	<u>2,823</u>	<u>130,825</u>
<b>Restricted Funds</b>				
Big Local project - Heart of Sidley	7,858	43,182	-	51,040
Community Friends Plus	991	2,682	(2,823)	850
	<u>8,849</u>	<u>45,864</u>	<u>(2,823)</u>	<u>51,890</u>
<b>TOTAL FUNDS</b>	<u>119,702</u>	<u>63,013</u>	<u>-</u>	<u>182,715</u>

# **ROTHER VOLUNTARY ACTION**

## **NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31ST MARCH 2019**

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

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	293,980	(276,831)	17,149
<b>Restricted funds</b>			
Big Local project - Heart of Sidley	115,100	(71,918)	43,182
Community Friends Plus	27,500	(24,818)	2,682
	142,600	(96,736)	45,864
<b>TOTAL FUNDS</b>	<b>436,580</b>	<b>(373,567)</b>	<b>63,013</b>

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

	At 1/4/17 £	Net movement in funds £	Transfers between funds £	At 31/3/19 £
<b>Unrestricted funds</b>				
General fund	105,834	53,361	994	160,189
Building maintenance designated fund	5,019	-	-	5,019
<b>Restricted funds</b>				
Big Local project - Heart of Sidley	7,858	(9,687)	1,829	-
Community Friends Plus	991	2,122	(2,823)	290
	8,849	(7,565)	(994)	290
<b>TOTAL FUNDS</b>	<b>119,702</b>	<b>45,796</b>	<b>-</b>	<b>165,498</b>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	586,292	(532,931)	53,361
<b>Restricted funds</b>			
Big Local project - Heart of Sidley	184,025	(193,712)	(9,687)
Community Friends Plus	57,500	(55,378)	2,122
	241,525	(249,090)	(7,565)
<b>TOTAL FUNDS</b>	<b>827,817</b>	<b>(782,021)</b>	<b>45,796</b>

## **ROTHER VOLUNTARY ACTION**

### **NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31ST MARCH 2019**

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

Funding is received from Big Local Trust, for Heart of Sidley Big Local to meet ongoing project expenditures. Any unspent balance at the grant year end at 31st March may result in a reduction in the future instalment(s) of the grant and/or the unspent grant monies being returned to Big Local Trust for Heart of Sidley Big Local to draw down in future. At the end of the year there was a balance of £38,380 unspent funds which were repaid after the year end and have been included as a liability of the charity.

The Community Friends Plus fund is a grant from The Tudor Trust in connection with the setting up of a volunteer befriending and community connections project in Bexhill. The grant is towards the salary and associated costs of a project co-ordinator for Community Friends Plus. The total grant is for £90,000 spread over three years.

#### **Transfers between funds**

A transfer has been made of £1,829 from the General Fund to the Big Local project - Heart of Sidley Restricted Fund in order to reimburse the costs of the administration of the fund which was previously included in earned income. This is as a result of the balance of unspent monies from the grant which is being repaid.

#### **17. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31st March 2019.

#### **18. CAPITAL AND RESERVES**

Every member of the charity undertakes to contribute to the assets of the charity in the event of the same being wound up while he is a member, or within one year after he ceases to be a member, for payment of debts and of costs, charges and expenses of winding-up the same, and for the adjustment of rights of the contributors among themselves, such amount as may be required not exceeding £1.

**ROTHER VOLUNTARY ACTION****NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31ST MARCH 2019****19. FUNDS ADMINISTERED FOR OTHERS**

	£
<b>Local Action Plan</b>	
Balance at 1st April 2018	2,064
<b>Income</b>	
The Ted Baker Trust	2,700
	<hr/>
<b>Expenditure:</b>	4,064
Rye Cricket Club	1,000
Rye Rugby Club	1,000
Flip Flops Pre-School	700
	<hr/>
	2,700
	<hr/>
Balance at 31st March 2019	2,064
	<hr/>
<b>Hastings and Rother Primary Care Trust:</b>	
<i>Small Grants Scheme and HIMP Working Groups</i>	
Balance at 1st April 2018 and 31st March 2019	2,984
	<hr/>
<i>Asset Mapping Project</i>	
Balance at 1st April 2018 and 31st March 2019	5,000
	<hr/>
<b>Youth Development Services:</b>	
<i>Small Grants Scheme</i>	
Balance at 1st April 2018 and 31st March 2019	12,000
	<hr/>
<b>Rye Partnership - Small Grants Scheme</b>	
Balance at 1st April 2018 and 31st March 2019	1,530
	<hr/>
<b>Dementia Support East Sussex</b>	
Balance at 1st April 2018	0
<b>Income</b>	
Francis and Eric Ford Charity Trust	1,500
FM Conway Limited	20,000
	<hr/>
	21,500
<b>Expenditure</b>	0
	<hr/>
Balance at 31st March 2019	21,500
	<hr/>

**ROTHER VOLUNTARY ACTION****NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31ST MARCH 2019****19. FUNDS ADMINISTERED FOR OTHERS**

	<b>£</b>
<b>Lunch Buddies</b>	
Balance at 1st April 2018	<b>635</b>
<b>Income</b>	
Received for lunches etc.	<b>108</b>
Grant - Warbuttons	<b>250</b>
	<b>993</b>
<b>Expenditure</b>	
Lunch and other costs	<b>518</b>
Balance at 31st March 2019	<b>475</b>
<b>Bodiam Castle Community Transport</b>	
Balance at 1st April 2018 and 31st March 2019	<b>1,100</b>
<b>Bexhill Caring Community</b>	
Balance at 1st April 2018	<b>2,761</b>
<b>Income</b>	<b>0</b>
	<b>2,761</b>
<b>Expenditure</b>	
Car Service costs	<b>2,341</b>
Balance at 31st March 2018	<b>420</b>
<b>BYPS</b>	
Balance at 1st April 2018	<b>10,589</b>
<b>Expenditure</b>	
Transfer to Rother Voluntary Action	<b>10,589</b>
Balance at 31st March 2019	<b>0</b>



## **ROTHER VOLUNTARY ACTION**

### **NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31ST MARCH 2019**

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#### **19. FUNDS ADMINISTERED FOR OTHERS**

##### **Bexhill Regeneration Partnership**

Balance at 1st April 2018 and 31st March 2019	<b>61,508</b>
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##### **Heart of Sidley**

Balance at 1st April 2018 and 31st March 2019	<b>452</b>
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##### **Summary**

Local Action Plan	<b>2,064</b>
Hastings and Rother Primary Care Trust:	
Small Grants Scheme and HIMP Working Groups	<b>2,984</b>
Asset Mapping Project	<b>5,000</b>
Youth Development Services:	
Small Grants Scheme	<b>12,000</b>
Rye Partnership Small Grants Scheme	<b>1,530</b>
DSES	<b>21,500</b>
Lunch Buddies	<b>475</b>
Bodiam Castle Community Transport	<b>1,100</b>
Bexhill Caring Community	<b>420</b>
BYPs	<b>0</b>
Bexhill Regeneration Partnership	<b>61,508</b>
Heart of Sidley	<b>452</b>
	<b>109,033</b>