

REGISTERED COMPANY NUMBER: 6347304 (England and Wales)
REGISTERED CHARITY NUMBER: 1121988

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2016
for
Citizens Advice Sunderland



Pullan Barnes
Chartered Accountants
Stephenson House
Richard Street
Hetton-le-Hole
Tyne and Wear
DH5 9HW

Citizens Advice Sunderland

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for the Year Ended 31 March 2016

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Citizens Advice Sunderland

Report of the Trustees **for the Year Ended 31 March 2016**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2016. 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

The charity's objects are to promote any charitable purpose for the benefit of the community in Sunderland and surrounding areas ("the area of benefit") by the advancement of education, the protection and preservation of health and the relief of poverty, sickness and distress.

All of the charity's activities focus on advice provision and support for public benefit and the work is carried out through face-to-face consultations, telephone advice and community talks/sessions.

Through free, independent, confidential and impartial advice the bureau aims to provide the advice people need for the problems they face and to improve the policies and practices that affect people's lives. The bureau also recognises the positive value of diversity, promotes equality and challenges discrimination.

Face-to-face appointments are provided at three locations for debt and money advice enquiries through the major funding stream of the Money Advice Service.

The bureau secured additional funding under the Big Lottery's Advice Transition fund which has funded ongoing welfare benefits advice as well as allowing the organisation to employ a Volunteer Development Coordinator. The funding is for 15 months and will ensure that there is a basic welfare benefits service in operation. The role of the Volunteer Development Coordinator is to recruit and train new volunteers to help the bureau deliver a core generalist service.

Contribution of Volunteers

Although very few in numbers at present, the bureau receives help and support in the form of voluntary assistance in administering the charity through its Trustee Board. General volunteer recruitment has been put on hold this year as a result of limited space and a lack of training resource. However, building a volunteer workforce is an investment that the bureau is still keen to pursue and recruitment will be revisited once we have relocated to new offices.

ACHIEVEMENT AND PERFORMANCE

Despite the uncertain and difficult financial landscape, the bureau has performed well and has assisted over 4,900 clients this year. That's 15% down on the number of clients seen last year. There has been a distinct lack of demand for debt advice this year which, when coupled with the reduction in staff numbers, accounts for the downturn. However, it still proved to be a good year for securing gains and writing off debts on behalf of clients as gains of over £3.1 million were recorded. That is a 24% increase on last year resulting from an increase in benefit enquiries that have led to additional benefits being awarded to clients following a benefit assessment.

In addition to the drop-in and telephone advice service, the bureau has provided regular financial capabilities sessions to users of organisations such as Changing Lives and the Probation Service. Employers have also asked us to provide dedicated advice sessions or to facilitate stalls at their premises to raise awareness of what the bureau can do for their employees.

A significant amount of work has been undertaken in raising local awareness among service users and other key stakeholders. As a result, the bureau now runs a monthly advice session at the Carers' Centre in Sunderland as well as a weekly advice surgery in the Kepier Medical Centre in Houghton le Spring. This has allowed the bureau to extend its reach across the city and improve access to the service.

An added bonus was that the bureau was offered temporary accommodation in the Galleries Shopping Centre in August 2015. To date, over 1,700 people have visited the new drop-in service at the centre and feedback has been extremely positive. A number of people have popped in simply to say it's good to see a much needed service in the Galleries and that it is long overdue. The location is ideal and benefits from a high level of passing trade with over 230,000 people visiting the Galleries each week.

Unfortunately, demand is greatest for benefits advice and other general advice rather than the debt advice that the bureau is funded for.

As always, the staff have adapted exceedingly well to the uncertainty and numerous changes the bureau has undergone in the last 12 months and have continued to prove their dedication and commitment to the service and the local community.

Whilst the bureau continues to be proud of its achievements, demand continues to outstrip supply and the bureau does not have the resources to meet it. It can prove very frustrating for both staff and the people in Sunderland in trying to manage demand and expectation with such limited resources. That said, the bureau continues to work very hard within the community to build a local network with other partner organisations and community groups to both promote the work the bureau does and to work in partnership to help meet the ever increasing need.

Citizens Advice Sunderland

Report of the Trustees **for the Year Ended 31 March 2016**

FINANCIAL REVIEW

The bureau is primarily funded by grants from the Money Advice Service to provide advice on debt and financial issues. Other income comes from one-off projects and bank interest. Unlike many other bureaux, the organisation does not receive any council funding for core services and the costs of running the service exceed the income received.

The bureau is currently operating at a deficit to ensure the provision of a basic but much needed drop-in and telephone gateway service in addition to the debt service already funded. It is acknowledged that this cannot be sustained long term and alternative funding is always being sought, but we are operating in a difficult economic climate and this is unlikely to change in the next few years.

Nevertheless, having reviewed the bureau's current financial position, the Trustee Board is assured that the charity has adequate financial resources and is able to manage all known business risks going forward. The Management Committee has a reasonable expectation that it has adequate resources to continue in operation for the foreseeable future and believe that there are no material uncertainties that call into doubt its ability to continue as a going concern.

Investment Policy

The Management Committee regularly reviews available investment products and seeks to invest reserve funds in low risk, short term investment products which provide the best interest rates attainable. To mitigate investment risk, diversification is limited to those institutions with a solid reputation and a strong credit rating.

Reserves Policy

The Trustee Board has a policy for holding unrestricted reserves to protect the bureau from the impact of shortfalls in forecast income, unforeseen expenditure or planned expenditure that will support the delivery of its charitable objectives.

In light of the current climate and an uncertain future, the Trustee Board seeks to maintain a minimum of nine months' running costs in reserve. The unrestricted reserves position of reserves as at the 31 March 2016 continues to stay above that intended. However, need to make significant resource changes is anticipated and it is considered necessary to maintain substantial reserves to cover the future planned activities and cover any shortfalls in income.

Any restricted balances held for the purpose of specific projects at year end do not form part of the reserves policy other than to spend the money in accordance with funders' restrictions.

PLANS FOR 2016-17

The bureau is currently working towards opening a new office in the centre of Sunderland. Premises have been sourced and it's hoped that the lease will be agreed by the end of July 2016. To complement the office in Sunderland, the bureau is hoping to make its presence in the Galleries Shopping Centre permanent. Feedback from service users has been extremely positive and the office is both accessible and benefits from a high footfall.

Given the difficult economic climate, social enterprise remains high on the agenda and will be further explored in an attempt to ensure future ongoing sustainability.

Further work will be undertaken within the community to identify which services are needed most, what people want from the service and how the bureau can be most effective in meeting that demand.

We are part of a national body and the Citizens Advice service nationally is making major changes to adapt to the ever changing needs of our citizens. As a result, we are being asked to sign up to a new membership agreement which will involve us making major changes to our infrastructure and service offering. Given the limited resources and lack of funding, this will not be an easy task.

It is anticipated that the next 12 months will be another extremely challenging year for the bureau. Relocation and migration is often difficult but every effort will be made to avoid any disruption to services. The bureau is looking forward to launching the new office in the city centre and welcoming new clients to a new and improved service.

As always, the bureau's focus will remain on providing quality advice and support for public benefit and, as always, every effort will be expended to finding the best and most effective way of achieving the charity's goals over the next 12 months.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Citizens Advice Sunderland is a member of the National Association of Citizens Advice Bureaux (NACAB) which provides support and a framework of agreed memberships standards of advice and casework management. However, the bureau maintains its independence and all policy decisions are taken by the Trustee Board in meeting its charitable objects.

The charity was incorporated on the 20 August 2007 and is governed by its Memorandum and Articles of Association (as amended in 2012). Overall responsibility for governance rests with the Trustee Board.

Citizens Advice Sunderland
Report of the Trustees
for the Year Ended 31 March 2016

STRUCTURE, GOVERNANCE AND MANAGEMENT

THE TRUSTEE BOARD

The trustees are also directors of Citizens Advice Sunderland for the purposes of Company Law and the current Board is composed of 5 trustees who have all been appointed by the Trustee Board.

The Trustee Board:

- sets the policy of the charity
- determines corporate strategy including setting key strategic objectives
- makes major decisions about the use of finances

Alan Haynes, the bureau's longest standing trustee, retired from the Board in October 2015. His experience, skill and dedication will be missed on the Trustee Board and a recruitment drive is being undertaken to find a replacement. This is done when existing trustees are nearing retirement or where resignations have occurred. With a Board of five trustees, the bureau would like to recruit one more trustee to the existing Board.

All newly appointed trustees receive a Welcome Pack and a full induction using training and resources provided through the Citizens Advice intranet site, Cablink. All trustees are encouraged to take up further training opportunities as appropriate and engagement with the wider service is undertaken throughout the year in participating in forums, conferences and consultations wherever possible.

REFERENCE AND ADMINISTRATIVE DETAILS
TRUSTEES

Name	Role	Appointed	Resigned
Chris Graham	Chair	21/07/11	
Nick Robson	Vice Chair	19/07/12	
John Robson	Treasurer	24/09/13	
Janet Anderson	Company Secretary and Board Member	13/01/11	
Alan Haynes	Board Member	29/05/08	29/10/15
Agatha Kanyangu	Board Member	18/07/13	

MANAGEMENT TEAM

Denise Irving is the bureau manager and is supported by a small management team to help her manage the day to day operations.

ADMINISTRATIVE DETAILS

Company Number: 6347304

Registered Charity Number: 1121988

Company Secretary: Janet Anderson

Registered Office: The Elms, Front Street, Concord, Washington NE37 2BA

Independent Examiner: Pullan Barnes (Stephenson House, Richard Street, Hetton le Hole DH5 9HW)

Bankers: HSBC (101 Front Street, Chester le Street, Co Durham DH3 3BL)

Approved by order of the board of trustees on 10 November 2016 and signed on its behalf by:


C Graham - Trustee

Independent Examiner's Report to the Trustees of
Citizens Advice Sunderland

I report on the accounts for the year ended 31 March 2016 set out on pages five to twelve.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of ACA.

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

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

Basis of the independent examiner's report

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

Independent examiner's statement

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

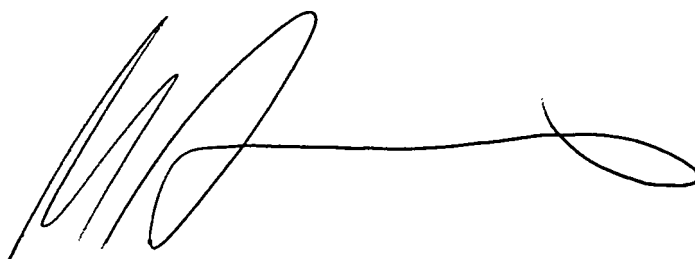
- (1) which gives me reasonable cause to believe that, in any material respect, the requirements

- to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the 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)

have not been met; or

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

Michael Barnes
ACA
Pullan Barnes
Chartered Accountants
Stephenson House
Richard Street
Hetton-le-Hole
Tyne and Wear
DH5 9HW



10 November 2016

Citizens Advice Sunderland

Statement of Financial Activities
for the Year Ended 31 March 2016

		Unrestricted fund	Restricted funds	31.3.16 Total funds	31.3.15 Total funds
	Notes	£	£	£	£
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	12,690	307,609	320,299	340,853
Charitable activities					
Advice and Information		2,874	-	2,874	17,047
Investment income	3	<u>12,251</u>	<u>-</u>	<u>12,251</u>	<u>11,233</u>
Total		27,815	307,609	335,424	369,133
 EXPENDITURE ON					
Charitable activities					
Advice and Information		<u>84,249</u>	<u>302,529</u>	<u>386,778</u>	<u>420,474</u>
NET INCOME/(EXPENDITURE)		(56,434)	5,080	(51,354)	(51,341)
 RECONCILIATION OF FUNDS					
Total funds brought forward		832,773	10,313	843,086	894,427
 TOTAL FUNDS CARRIED FORWARD		 <u>776,339</u>	 <u>15,393</u>	 <u>791,732</u>	 <u>843,086</u>

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

Citizens Advice Sunderland

Statement of Financial Position
At 31 March 2016

		Unrestricted fund £	Restricted funds £	31.3.16 Total funds £	31.3.15 Total funds £
	Notes				
FIXED ASSETS					
Tangible assets	9	2,605	-	2,605	3,474
CURRENT ASSETS					
Debtors	10	13,927	-	13,927	14,141
Cash at bank and in hand		<u>796,412</u>	<u>15,393</u>	<u>811,805</u>	<u>869,190</u>
		810,339	15,393	825,732	883,331
CREDITORS					
Amounts falling due within one year	11	(36,605)	-	(36,605)	(43,719)
NET CURRENT ASSETS		<u>773,734</u>	<u>15,393</u>	<u>789,127</u>	<u>839,612</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>776,339</u>	<u>15,393</u>	<u>791,732</u>	<u>843,086</u>
NET ASSETS		<u>776,339</u>	<u>15,393</u>	<u>791,732</u>	<u>843,086</u>
FUNDS	12				
Unrestricted funds				776,339	832,773
Restricted funds				<u>15,393</u>	<u>10,313</u>
TOTAL FUNDS				<u>791,732</u>	<u>843,086</u>

The notes form part of these financial statements

Citizens Advice Sunderland

Statement of Financial Position - continued
At 31 March 2016

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2016.

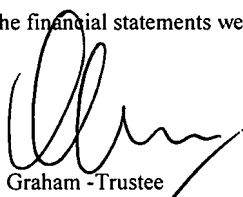
The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2016 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

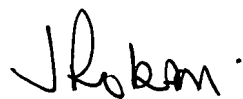
- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its 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 small charitable companies.

The financial statements were approved by the Board of Trustees on 10 November 2016 and were signed on its behalf by:



C Graham -Trustee



J Robson -Trustee

Citizens Advice Sunderland

Notes to the Financial Statements
for the Year Ended 31 March 2016

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.

Tangible fixed assets

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

Improvements to property	- Straight line over 15 years
Computer equipment	- 25% on cost

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.

2. DONATIONS AND LEGACIES

	31.3.16	31.3.15
	£	£
Donations	63	78
Grants	<u>320,236</u>	<u>340,775</u>
	<u>320,299</u>	<u>340,853</u>
Grants received, included in the above, are as follows:		
	31.3.16	31.3.15
	£	£
Big Lottery Advice Service Fund	-	43,563
Business Innovation and Skills	307,606	296,212
Citizens Advice	<u>12,630</u>	<u>1,000</u>
	<u>320,236</u>	<u>340,775</u>

Citizens Advice Sunderland

Notes to the Financial Statements - continued
for the Year Ended 31 March 2016

3. INVESTMENT INCOME

	31.3.16	31.3.15
	£	£
Deposit account interest	<u>12,251</u>	<u>11,233</u>

4. NET INCOME/(EXPENDITURE)

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

	31.3.16	31.3.15
	£	£
Depreciation - owned assets	<u>2,288</u>	<u>23,618</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2016 nor for the year ended 31 March 2015.

Trustees' expenses

Trustee expenses amounted to £160 in the year (2014 £31).

6. STAFF COSTS

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

	31.3.16	31.3.15
Management	3	3
Administrative	2	2
Caseworkers	<u>10</u>	<u>8</u>
	<u>15</u>	<u>13</u>

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

No employee received remuneration amounting to more than £60,000.

In addition a great amount of time, the value of which is impossible to reflect in these financial statements, is donated by volunteers.

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	1,076	339,777	340,853
Charitable activities			
Advice and Information	16,700	347	17,047
Investment income	<u>11,233</u>	<u>-</u>	<u>11,233</u>
Total	29,009	340,124	369,133
 EXPENDITURE ON			
Charitable activities			
Advice and Information	<u>69,775</u>	<u>350,699</u>	<u>420,474</u>
Total	69,775	350,699	420,474

Citizens Advice Sunderland

Notes to the Financial Statements - continued
for the Year Ended 31 March 2016

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted funds £	Total funds £
NET INCOME/(EXPENDITURE)	(40,766)	(10,575)	(51,341)
RECONCILIATION OF FUNDS			
Total funds brought forward	873,533	20,894	894,427
TOTAL FUNDS CARRIED FORWARD	<u>832,767</u>	<u>10,319</u>	<u>843,086</u>

8. TAXATION

Citizens Advice Sunderland (formerly Washington Citizens Advice Bureau), as a registered charity, is potentially exempt from taxation of income and gains falling within S505 of the Income and Corporation Taxes Act 1988 and S256 of the Taxation of Chargeable Gains Act 1992. No tax charge has arisen in the year.

9. TANGIBLE FIXED ASSETS

	Improvements to property £	Computer equipment £	Totals £
COST			
At 1 April 2015	28,996	75,774	104,770
Additions	-	1,419	1,419
At 31 March 2016	<u>28,996</u>	<u>77,193</u>	<u>106,189</u>
DEPRECIATION			
At 1 April 2015	28,996	72,300	101,296
Charge for year	-	2,288	2,288
At 31 March 2016	<u>28,996</u>	<u>74,588</u>	<u>103,584</u>
NET BOOK VALUE			
At 31 March 2016	<u>-</u>	<u>2,605</u>	<u>2,605</u>
At 31 March 2015	<u>-</u>	<u>3,474</u>	<u>3,474</u>

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.16 £	31.3.15 £
Trade debtors	100	100
Prepayments and accrued income	<u>13,827</u>	<u>14,041</u>
	<u>13,927</u>	<u>14,141</u>

Citizens Advice Sunderland

Notes to the Financial Statements - continued
for the Year Ended 31 March 2016

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.16	31.3.15
	£	£
Legal services commission overdraft	676	676
Trade creditors	622	1,462
Social security and other taxes	7,478	6,302
Other creditors	83	466
Accruals and deferred income	<u>27,746</u>	<u>34,813</u>
	<u><u>36,605</u></u>	<u><u>43,719</u></u>

12. MOVEMENT IN FUNDS

	At 1.4.15	Net movement in funds	At 31.3.16
	£	£	£
Unrestricted funds			
General fund	832,773	(56,434)	776,339
Restricted funds			
Business Innovation and Skills	9,256	-	9,256
Telephone System Funding	1,057	(1,057)	-
Money Advice Service Debt Advice Project	<u>-</u>	<u>6,137</u>	<u>6,137</u>
	10,313	5,080	15,393
TOTAL FUNDS	<u><u>843,086</u></u>	<u><u>(51,354)</u></u>	<u><u>791,732</u></u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	27,815	(84,249)	(56,434)
Restricted funds			
Money Advice Service Debt Advice Project	307,609	(301,472)	6,137
Telephone System Funding	<u>-</u>	<u>(1,057)</u>	<u>(1,057)</u>
	307,609	(302,529)	5,080
TOTAL FUNDS	<u><u>335,424</u></u>	<u><u>(386,778)</u></u>	<u><u>(51,354)</u></u>

Citizens Advice Sunderland

Notes to the Financial Statements - continued
for the Year Ended 31 March 2016

12. MOVEMENT IN FUNDS - continued

Unrestricted Funds

The Trustees seek to maintain minimum Reserve levels equivalent to nine months running costs of the Bureau. The Reserves Policy is outlined in the Trustees' Report on pages 1 to 3.

Restricted Funds

Money Advice Service Debt Advice Project (MASDAP)

This is a new integrated debt advice service which is funded by the Money Advice Service. The project commenced on 1st October 2014 and is due to last three years. This project replaced the Face to Face project.

Telephone System Funding

Grant to cover the capital costs to support capacity to deliver non consumer telephone advice, i.e. to those who cannot or do not physically go to their local Citizens Advice Bureau or access the internet.

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2016.

14. ULTIMATE CONTROLLING PARTY

The ultimate controlling party of Citizens Advice Sunderland is the Board of Trustees collectively. Details of Citizens Advice Sunderland trustees are disclosed on page 1.

15. CHARITABLE STATUS

Citizens Advice Sunderland (formerly Washington Citizens Advice Bureau) is a Registered Charity (Number 1121988). The Charity is a Company Limited by Guarantee, having no share capital. The liability of each member in the event of winding up is £1.

16. FIRST YEAR ADOPTION

Transitional relief

On transition to FRS 102, the charity has not made any accounting adjustments in preparing these accounts requiring that advantage be taken of any available transitional reliefs.

Citizens Advice Sunderland

**Reconciliation of Income and Expenditure
for the Year Ended 31 March 2015**

	Notes	UK GAAP £	Effect of transition to FRS 102 £	FRS 102 £
INCOME AND ENDOWMENTS FROM				
Donations and legacies		340,853	-	340,853
Charitable activities		17,047	-	17,047
Investment income		<u>11,233</u>	<u>-</u>	<u>11,233</u>
Total		369,133	-	369,133
EXPENDITURE ON				
Charitable activities		418,638	1,836	420,474
Governance costs		<u>1,836</u>	<u>(1,836)</u>	<u>-</u>
NET INCOME/(EXPENDITURE)		<u>(51,341)</u>	<u>-</u>	<u>(51,341)</u>

Citizens Advice Sunderland

Reconciliation of Funds

At 1 April 2014

(Date of Transition to FRS 102)

	Notes	UK GAAP £	Effect of transition to FRS 102 £	FRS 102 £
FIXED ASSETS				
Tangible assets		<u>27,092</u>	<u>-</u>	<u>27,092</u>
		27,092	-	27,092
CURRENT ASSETS				
Debtors		37,578	-	37,578
Investments		432,864	-	432,864
Cash at bank and in hand		<u>415,418</u>	<u>-</u>	<u>415,418</u>
		885,860	-	885,860
CREDITORS				
Amounts falling due within one year		(18,525)	-	(18,525)
		<u>867,335</u>	<u>-</u>	<u>867,335</u>
NET CURRENT ASSETS				
		<u>867,335</u>	<u>-</u>	<u>867,335</u>
TOTAL ASSETS LESS CURRENT LIABILITIES				
		894,427	-	894,427
		<u>894,427</u>	<u>-</u>	<u>894,427</u>
FUNDS				
Unrestricted funds		873,533	-	873,533
Restricted funds		<u>20,894</u>	<u>-</u>	<u>20,894</u>
TOTAL FUNDS		<u>894,427</u>	<u>-</u>	<u>894,427</u>

Citizens Advice Sunderland

Reconciliation of Funds
At 31 March 2015

	Notes	UK GAAP £	Effect of transition to FRS 102 £	FRS 102 £
FIXED ASSETS				
Tangible assets		3,474	-	3,474
CURRENT ASSETS				
Debtors		14,141	-	14,141
Cash at bank and in hand		<u>869,190</u>	-	<u>869,190</u>
		883,331	-	883,331
CREDITORS				
Amounts falling due within one year		(43,719)	-	(43,719)
		<u>839,612</u>	-	<u>839,612</u>
NET CURRENT ASSETS				
		<u>839,612</u>	-	<u>839,612</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		843,086	-	843,086
NET ASSETS		<u>843,086</u>	-	<u>843,086</u>
FUNDS				
Unrestricted funds		832,773	-	832,773
Restricted funds		<u>10,313</u>	-	<u>10,313</u>
TOTAL FUNDS		<u>843,086</u>	-	<u>843,086</u>

Citizens Advice Sunderland

Detailed Statement of Financial Activities
for the Year Ended 31 March 2016

	31.3.16 £	31.3.15 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	63	78
Grants	<u>320,236</u>	<u>340,775</u>
	320,299	340,853
Investment income		
Deposit account interest	12,251	11,233
Charitable activities		
Other income	<u>2,874</u>	<u>17,047</u>
Total incoming resources	335,424	369,133
EXPENDITURE		
Charitable activities		
Wages	305,147	284,228
Social security	26,463	25,246
Rent rates and water	10,714	28,593
Insurance	2,506	3,501
Light and heat	-	1,255
Telephone	6,067	6,150
Postage and stationery	12,105	7,927
Advertising	424	550
Sundries	4,598	5,022
Repairs and renewals	1,471	6,703
Photocopier	-	1,073
Training staff	125	1,308
Travel expenses staff	1,380	2,327
Cleaning	867	378
Information Technology Consultant	8,997	9,789
Licence fees	170	5,959
Legal and professional fees	1,410	4,482
Travel expenses volunteers	19	371
Improvements to property	-	15,615
Computer equipment	<u>2,289</u>	<u>8,001</u>
	384,752	418,478
Support costs		
Management		
Trustees' expenses	207	160
Governance costs		
Payroll service	649	576
Independent examiners fee	<u>1,170</u>	<u>1,260</u>
	<u>1,819</u>	<u>1,836</u>
Total resources expended	386,778	420,474
Net expenditure	<u><u>(51,354)</u></u>	<u><u>(51,341)</u></u>

This page does not form part of the statutory financial statements