YOUR VOICE ADVOCACY PROJECT

England & Wales · Charity number 1001271

Details

Other names	WEST GLAMORGAN FORUM, THE FORUM
Status	Registered
Legal form	Charitable company
Company number	02553487
Registered	1990-12-13
Register	View on the Charity Commission register

Contact

Address	Forge Fach Community Resource Centr Hebron Road Clydach Swansea SA6 5EJ
Phone	07548832614
Email	info@yourvoiceadvocacy.org.uk
Website	www.yourvoiceadvocacy.org.uk

Activities

Objects: THE RELIEF OF PERSONS WITH LEARNING DIFFICULTIES TO ADVANCE THEIR EDUCATION AND TRAINING, TO RELIEVE POVERTY, TO ADVANCE EDUCATION OF THE PUBLIC AND TO ASSIST FAMILIES

Activities: Your Voice Advocacy provides advocacy and other services for people with learning disabilities across the local authority areas of Neath Port Talbot and Swansea. We currently provide a listening service, peer advocacy social groups and promote self advocacy.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** Education/training, Disability, Economic/community Development/employment, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

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Geography

- **Area of benefit:** FORMER WEST GLAMORGAN & CARMARTHENSHIRE
- City Of Swansea
- Neath Port Talbot

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£87,895	£88,615	-	-
2024-03-31	£86,020	£107,924	-	-
2023-03-31	£71,123	£139,834	-	-
2022-03-31	£147,719	£84,205	-	-
2021-03-31	£98,168	£76,127	-	-

Trustees

Name	Role	Appointed
Adam Dawkins		2022-11-10
Adelaide Morgan		2021-03-06
CARL STEVEN WEST		
Robert Morris		2022-10-11

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YOUR VOICE ADVOCACY PROJECT

England & Wales - Charity number 1001271

Accounts

COMPANY REGISTRATION NUMBER: 02553487
CHARITY REGISTRATION NUMBER: 1001271

Your Voice Advocacy Project

Company Limited by Guarantee

Unaudited Financial Statements

31 March 2025

GORDON DOWN & COMPANY LIMITED
Accountants and Business Advisors
144 Walter Road,
Swansea SA1 5RW
and
13 Cathedral Road,
Cardiff CF11 9HA

Your Voice Advocacy Project

Company Limited by Guarantee

Financial Statements

Year ended 31 March 2025

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Your Voice Advocacy Project

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 March 2025

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2025.

Reference and administrative details

Registered charity name	Your Voice Advocacy Project
Charity registration number	1001271
Company registration number	02553487
Principal office and registered office	Forge Fach Community Resource Centre Hebron Road Clydach Swansea SA6 5EJ
The trustees	
	Mr C West Mr R Wilson Mr R Williams Mrs A Morgan L Davies A Dawkins R Morris K Shaw K Williams
Independent examiner	Philip Harris ACA 144 Walter Road, Swansea SA1 5RW and 13 Cathedral Road, Cardiff CF11 9HA

Structure, governance and management

Structure
The Management Committee confirms that the annual report and financial statements of the charity comply with the requirements of the charity's governing documents and the provisions of the Statement of Recommended Practice 2005 (SORP 2005).

Legal Status
The Charity is a company, limited by guarantee, registration number 2553487. It is registered with the Charity Commission, number 1001271.

Structure, governance and management *(continued)*

Method of Appointment
The Management of the Charity is the responsibility of the management Committee and its officers who are elected and co-opted under the terms of the Charity Commission Scheme.

Related Parties
There were no related party transactions to report.

Trustee induction and training

Most trustees are already familiar with the practical work of the charity as most were previously involved in Your Voice Advocacy Project in some way. They are also regularly invited to take part in team-building and staff development days and other Your Voice Advocacy Project events.

Additionally, new trustees are given various documentation to familiarise themselves with the charity and the context within which it operates. These cover:

The obligations of Management Committee members

The main documents which set out the operational framework for the charity including the Memorandum and Articles

Resourcing and the current financial position as set out in the latest published accounts

Future plans and objectives.

Structure, governance and management *(continued)*

Risk Management

The Management Committee has conducted a review of the major risks to which the charity is exposed. A risk register has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the charity. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

The trustees have conducted their own review of the major risks to which the charity is exposed, where at unacceptable levels, haven taken steps to mitigate those risks. The procedures are periodically reviewed to ensure that they still meet the needs of the charity. The principle risks facing the charity and a summary of the key mitigation actions, are noted below.

Risk: Political opposition from competitors

Mitigating Actions:

Focus on building one-to-one relationships with key organisations and individuals Identifying mutual beneficial ways of working and supporting other organisations to achieve their objectives

Recognising expertise and seeking to harness and bring together strengths of competitors in a coalition style network

Risk: Loss of focus/ mission drift

Mitigating Actions:

Regular meetings, involving range of stakeholders including staff and volunteers.

Regular and effective consultation with key client group Having engaged, skilled and trained trustees who provide challenge and support for Your Voice Advocacy Project leadership.

Risk: Staff malpractice/ a safeguarding failure

Mitigating Actions:

Implementing recruitment policies and controls for staff/ volunteers with appropriate DBS checks
Regular provision of safeguarding training for all staff and volunteers Effective supervision procedures
Effective risk assessment systems in place

Risk: A major property incident

Mitigating Actions:

Implementation of ongoing property checks

Risk: Loss of key personnel

Mitigating Actions:

Regular appraisals & team meetings
Team development activities

Structure, governance and management *(continued)*

Quality continuing professional development opportunities

Risk: Reduction in clients / service users

Mitigating Actions:
Development of activities and community projects to attract new members

Risk: Loss of funding for projects

Mitigating Actions:
Diversify funding streams
Generate own income

Key management remuneration

The board of Trustees together with key staff members are considered to be the key management personnel of the charity. Details of payments to / from Trustees are disclosed in note 15 to the accounts. Payments made to other key management personnel are given in note 14. The level of payment made to all key management personnel is reviewed annually by Trustees.

Organisational structure

A scheme of delegation is in place and day to day responsibility for the provision of the services rest with the Manager. The Manager is responsible for ensuring that the charity delivers the services specified and that key performance indicators are met and also has responsibility for the day to day operational management of staff, individual supervision of the staff team and also ensuring that the team continue to develop their skills and working practices in line with good practice.

Objectives and activities

Control over the financial affairs is effected by the Trustees.

The objectives of the Your Voice Advocacy Project are the relief of persons with learning difficulties who by reasons of mental handicap have need of such relief within the former County of West Glamorgan ("the beneficiaries") and in particular, but not exclusively:

a) to advance the education and training of the beneficiaries;

b) to relieve the poverty of beneficiaries who are in need;

c) to advance the education of the public in the experiences and needs of the beneficiaries

d) to assist families of beneficiaries in any way calculated to provide such a relief as aforesaid.

Your Voice seeks to promote the rights of people with learning disabilities to make choices and to understand those choices. The charity aims to:

- Enable and empower people to make informed choices and express their views.

- Support people to access appropriate information and services.

- Defend and promote the rights and responsibilities of our clients in the community.

- Work in partnership with vulnerable individuals and give them a voice in the decisions that affect their daily lives.

To achieve these aims and objectives Your Voice facilitates several projects and services supporting people with learning disabilities with a wide range of issues and problems, empowering them to have a voice in the decisions that matter. These include:

- Peer Advocacy (empowering service users to support themselves and their peers)

- Independent Professional Advocacy (representing someone who is facing a particular problem or issue in their life)

- Participation Group/Social Groups (supporting people with learning disabilities to take a fuller role in their communities and enjoy social interaction)

- Easy-read conversion to make public documents more accessible and easily understandable (e.g. advice and guidance, reports, assessments,etc.).

- Co-production - supporting individuals with a learning difference to understand and participate in partnership working between people who draw on care and support, carers and citizens to improve public services.

Objectives and activities *(continued)*

Volunteers

Volunteer activity was consistently high throughout 2024-25 making possible the weekly delivery of nearly a dozen groups. 12 member volunteers provided in the region of 1300 working hours, online and in person. Throughout the year, volunteers ran their own social groups in Neath, Swansea and online as well as staging a Xmas Fayre event. YVA would like to give special thanks to the charity Awel Amman Tawe for providing cheap transport for volunteers and members. Volunteers brought with them a variety of skills which have been extremely important for the smooth running of the projects: -

* Providing assistance to other members
* Running online group meetings/activities
* Organising events
* Providing assistance with publicity and Easy Read conversion
* Contributing to co-productive processes

Achievements and performance

The charity has continued to support individuals with learning disabilities through independent advocacy, social activities and events and influenced the strategy and policy decision of statutory bodies such as health and social services through its participation in co-production.

Your Voice maintains excellent links and works in partnership with Local Authority and Learning Disability Services yet remains independent and able to challenge at high levels. It also has close working relationships with other organisations in the community that provide care and support such as Swansea Bay University Health Board, Ambulance Service, Carers Centre, Community Lives Consortium, Mencap, Mirus and Walsingham, as well as the South Wales Police.

Your Voice is a member of both the West Glamorgan Regional Partnership (WGRP) and a key partner in the delivery of Swansea's Co-production Strategy. YVA remains a member of national organisations All Wales People First and WCVA and locally of the Councils for Voluntary Services in Neath and Swansea. Our staff member with lived experience attends numerous forums and representative meetings convened by the local health board and WGRP.

During 2024-25 face-to-face activities and meetings offered the option of attending online through 'hybrid' or 'blended' meetings. In January 2025 YVA trialled the production of a 'mini-zine' in easy-read format that combined information with fun activities. An average of 34 members were engaged in groups. YVA raised awareness of learning disability issues by providing training and easy-read conversions, as well as taking part in consultations and surveys. YVA successfully held its first Xmas Fayre in in December 24, attended by over 20 sellers and 60 members of the public. This event was entirely organised by members and more are planned for 2025-26. The Website and our social media presence continues to be transformed by our Social Media Officer so that we now have a strong 'brand' image and regular postings of our work on Instagram, Meta (Facebook), X (Twitter) and Linkedin.

All staff continued to have the option of working from home, using the Clydach office when printing has to be done, meeting other agencies or training volunteers. We continue to develop links with the Clydach Community Council, further extending our network of supporters and sponsors. Funding for the 'Count Me In' project in the Gorseinon continued in 2024-25 and YVA launched its 'Keep Me Healthy Too' campaign in close liaison with the local Health Board. This involved setting up two cookery classes (Gorseinon and Neath) to teach basic nutrition and budgeting. Group entry fees and Easy read commissions continue to be YVA's only source of unrestricted income.

Financial review

The Charity's net outgoings for the year amounted to £720 (compared to net outgoing resources in 2024 of £21,904). There were various restricted funds received during the year. These funds were expended on salaries and agreed overheads. Any unspent revenue income is carried forward to next year. The total unrestricted funds at the end of the year represent the Charity's free reserves and amounted to £865 (2024 - £903).

RESERVES POLICY

The Trustees recognise the need for reserves to ensure the principal objectives of the Charity are met. In addition, if one of the main funders were to cease funding the Charity, time would be needed to find an alternative. The loss of funding may result in the need to fund statutory redundancy and other costs which would have to be funded out of accumulated reserves. The trustees seek to achieve a target level of free reserves equal to three months direct charitable costs. At the balance sheet date, the target level of unrestricted funds amounted to £22,154 (2024: £26,981).

POLICY OF RISK

The Charity Commission has recommended that all Trustees review the risks facing their charity and formulate a policy to mitigate those risks. The main risk is that of loss of funding. To mitigate this, the Trustees have put in place a reserves policy.

Going concern

Having considered budgets for the next twelve months, the Trustees are confident that the Charity will continue to meet its liabilities as they fall due for the foreseeable future and consider that there are no material uncertainties about Your Voice Advocacy Project ability to continue as a going concern. It is therefore considered appropriate by the Trustees to prepare the financial statements on a going concern basis.

Plans for future periods

New commissions from WGRP and SBUHB will develop Your Voice Advocacy's services into new areas such as undertaking campaigning action and hosting events in the community. Changes in funders priorities also requires that greater emphasis is given to member-led activity such as peer advocacy groups and providing opportunities for social interaction. Similarly we have to seek to introduce greater diversity into the membership and Board of Trustees. This has led to YVA's involvement with the 'Better Together' initiatives across the region and a concerted effort to make links with like-minded organisations. Responding to diversity in the community includes making our events and information more accessible. Also, creating links and collaborating with those organisations working with minority ethnic groups and marginalised sections of society in order to better understand their needs. Participation in organised events such as Swansea's One Stop Shops and the GP Practice Cluster events across the region, will bring YVA into contact with a wide range of organisations.

YVA's priority for the coming year remains to encourage greater independence and resilience amongst active members with the aim of establishing more user-led groups and groups that deliver life-skills as well as encouraging greater participation in co-production with both Swansea and Neath Port Talbot councils. New income sources will be explored and new partnerships formed in order to establish a funding pipeline and with-it long term financial stability. The original ethos of the organisation to seek the integration rather than segregation for disabled people will be revived in our funding applications and work with partnership bodies. Where the opportunity arises, we will also develop our independent advocacy work amongst members, seek out paid commissions and apply for the creation of a properly qualified advocacy team. Finally, it is recognised that long term financial security will only be achieved by securing substantial funding for a major project over several years from a major grant maker and establishing a 'funding pipeline' that includes a proportion of unrestricted funding.

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 8 October 2025 and signed on behalf of the board of trustees by:

Mr C West
Trustee

Your Voice Advocacy Project

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of Your Voice Advocacy Project

Year ended 31 March 2025

I report to the trustees on my examination of the financial statements of Your Voice Advocacy Project ('the charity') for the year ended 31 March 2025.

Responsibilities and basis of report

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements 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 the 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

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 charity as required by section 386 of the 2006 Act; or

2. the financial statements do not accord with those records; or

3. the financial statements 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 financial statements 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.

Philip Harris ACA
Independent Examiner

144 Walter Road,
Swansea SA1 5RW
and
13 Cathedral Road,
Cardiff CF11 9HA

8 October 2025

Your Voice Advocacy Project

Company Limited by Guarantee

Statement of Financial Activities
(including income and expenditure account)

Year ended 31 March 2025

	Note	2025 Unrestricted funds £	2025 Restricted funds £	2025 **Total funds** £	2024 Total funds £
Income and endowments					
Donations and legacies	**5**	–	80,326	**80,326**	68,258
Other income	**6**	7,569	–	**7,569**	17,762
Total income		7,569	80,326	**87,895**	86,020
Expenditure					
Expenditure on charitable activities	**7,8**	7,575	81,040	**88,615**	107,924
Total expenditure		7,575	81,040	**88,615**	107,924
Net expenditure		(6)	(714)	**(720)**	(21,904)
Transfers between funds		(32)	32	–	–
Net movement in funds		(38)	(682)	**(720)**	(21,904)
Reconciliation of funds					
Total funds brought forward		903	21,523	**22,426**	44,330
Total funds carried forward		865	20,841	**21,706**	22,426

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

Your Voice Advocacy Project

Company Limited by Guarantee

Statement of Financial Position

31 March 2025

	Note	2025 £	£	2024 £
Fixed assets				
Tangible fixed assets	15		–	613
Current assets				
Cash at bank and in hand		**24,248**		23,510
Creditors: amounts falling due within one year	16	**2,542**		1,697
Net current assets			**21,706**	21,813
Total assets less current liabilities			**21,706**	22,426
Net assets			**21,706**	22,426
Funds of the charity				
Restricted funds			**20,841**	21,523
Unrestricted funds			**865**	903
Total charity funds	18		**21,706**	22,426

For the year ending 31 March 2025 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved by the board of trustees and authorised for issue on 8 October 2025, and are signed on behalf of the board by:

Mr C West
Trustee

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Forge Fach Community Resource Centre, Hebron Road, Clydach, Swansea, SA6 5EJ.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

3. Accounting policies *(continued)*

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible assets

All fixed assets are initially recorded at cost.

3. Accounting policies *(continued)*

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Equipment	-	20% straight line

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

4. Limited by guarantee

The Charity is a company limited by guarantee and therefore has no share capital.

5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	**Total Funds 2025 £**
Donations			
Donations	–	–	–
Grants			
CC Swansea Co-Production Grant	–	25,000	**25,000**
RIF 'Count Me In'	–	23,458	**23,458**
RIF 'Keep Me Healthy Too'	–	29,268	**29,268**
COAST (SCC)	–	2,600	**2,600**
SCVS	–	–	–
Period Poverty	–	–	–
RIF/ WGRP	–	–	–
	–	80,326	**80,326**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Donations			
Donations	4,966	–	4,966

5. Donations and legacies *(continued)*

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Grants			
CC Swansea Co-Production Grant	–	50,000	50,000
RIF 'Count Me In'	–	–	–
RIF 'Keep Me Healthy Too'	–	–	–
COAST (SCC)	–	–	–
SCVS	–	5,687	5,687
Period Poverty	–	2,280	2,280
RIF/ WGRP	–	5,325	5,325
	4,966	63,292	68,258

6. Other income

	Unrestricted Funds £	**Total Funds 2025 £**	Unrestricted Funds £	Total Funds 2024 £
Other income	7,569	**7,569**	17,762	17,762

7. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	**Total Funds 2025 £**
Charitable activities	4,984	80,587	**85,572**
Support costs	2,591	453	**3,043**
	7,575	81,040	**88,615**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Charitable activities	56,999	48,742	105,740
Support costs	2,183	–	2,184
	59,182	48,742	107,924

8. Expenditure on charitable activities by activity type

	Activities undertaken directly £	Support costs £	**Total funds 2025 £**	Total fund 2024 £
Charitable activities	85,572	–	**85,572**	105,740
Governance costs	–	3,043	**3,043**	2,184
	85,572	3,043	**88,615**	107,924

9. Analysis of support costs

	Analysis of support costs activity 1	**Total 2025**	Total 2024
	£	**£**	£
Finance costs	153	**153**	84
Support costs - Accountancy	3,575	**3,575**	2,099
	3,728	**3,728**	2,183

10. Net expenditure

Net expenditure is stated after charging/(crediting):

	2025	2024
	£	£
Depreciation of tangible fixed assets	**613**	615

11. Independent examination fees

	2025	2024
	£	£
Fees payable to the independent examiner for:		
Independent examination of the financial statements	**1,475**	1,475

12. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2025	2024
	£	£
Wages and salaries	**65,022**	79,600
Employer contributions to pension plans	**1,113**	1,458
	66,135	81,058

The average head count of employees during the year was 5 (2024: 7). The average number of full-time equivalent employees during the year is analysed as follows:

	2025	2024
	No.	No.
Number of Staff	**5**	7

No employee received employee benefits of more than £60,000 during the year (2024: Nil).

13. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

14. Transfers between funds

The transfer from unrestricted reserves to restricted reserves is in relation to money spent over and above the grants received from the grant providers.

15. Tangible fixed assets

	Equipment	**Total**
	£	**£**
Cost		
At 1 April 2024 and 31 March 2025	14,830	**14,830**
Depreciation		
At 1 April 2024	14,217	**14,217**
Charge for the year	613	**613**
At 31 March 2025	14,830	**14,830**
Carrying amount		
At 31 March 2025	–	**–**
At 31 March 2024	613	613

16. Creditors: amounts falling due within one year

	2025	2024
	£	£
Accruals and deferred income	**1,843**	1,482
Social security and other taxes	**487**	–
Other creditors	**212**	215
	2,542	1,697

17. Pensions and other post retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £1,113 (2024: £1,458).

18. Analysis of charitable funds

Unrestricted funds

	At 1 April 2024	Income	Expenditure	Transfers	**At 31 March 2025**
	£	£	£	£	**£**
General funds	903	7,569	(7,575)	(32)	**865**

	At 1 April 2023	Income	Expenditure	Transfers	At 31 March 2024
	£	£	£	£	£
General funds	39,496	22,728	(59,182)	(2,139)	903

18. Analysis of charitable funds *(continued)*

Restricted funds

	At 1 April 2024 £	Income £	Expenditure £	Transfers £	**At 31 March 2025 £**
SCVS	5,687	–	–	(50)	**5,637**
CC Swansea Co-Production Grant	14,020	25,000	(25,018)	–	**14,002**
Wales Community Foundation	614	–	(614)	–	**–**
CC Swansea SUHB Health Check Promotion	–	–	–	–	**–**
WCVA	–	–	–	–	**–**
Period Poverty	1,202	–	–	–	**1,202**
RIF/ WGRP	–	–	–	–	**–**
RIF - 'Count Me In'	–	23,458	(23,457)	(1)	**–**
RIP - 'Keep Me Healthy Too'	–	29,268	(29,364)	96	**–**
SCC - COAST	–	2,600	(2,587)	(13)	**–**
	21,523	80,326	(81,040)	32	**20,841**

	At 1 April 2023 £	Income £	Expenditure £	Transfers £	At 31 March 2024 £
SCVS	–	5,687	–	–	5,687
CC Swansea Co-Production Grant	1,674	50,000	(37,654)	–	14,020
Wales Community Foundation	1,229	–	(1,886)	1,271	614
CC Swansea SUHB Health Check Promotion	1,240	–	(1,333)	93	–
WCVA	691	–	(708)	17	–
Period Poverty	–	2,280	(1,078)	–	1,202
RIF/ WGRP	–	5,325	(6,083)	758	–
RIF - 'Count Me In'	–	–	–	–	–
RIP - 'Keep Me Healthy Too'	–	–	–	–	–
SCC - COAST	–	–	–	–	–
	4,834	63,292	(48,742)	2,139	21,523

19. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	**Total Funds 2025 £**
Tangible fixed assets	–	–	–
Current assets	3,407	20,841	**24,248**
Creditors less than 1 year	(2,542)	–	**(2,542)**
Net assets	865	20,841	**21,706**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Tangible fixed assets	–	613	613
Current assets	2,601	20,909	23,510
Creditors less than 1 year	(1,697)	–	(1,697)
Net assets	904	21,522	22,426

Your Voice Advocacy Project

Company Limited by Guarantee

Management Information

Year ended 31 March 2025

The following pages do not form part of the financial statements.

Your Voice Advocacy Project

Company Limited by Guarantee

Detailed Statement of Financial Activities

Year ended 31 March 2025

	2025 £	2024 £
Income and endowments		
Donations and legacies		
Donations	–	4,966
CC Swansea Co-Production Grant	**25,000**	50,000
RIF 'Count Me In'	**23,458**	–
RIF 'Keep Me Healthy Too'	**29,268**	–
COAST (SCC)	**2,600**	–
SCVS	–	5,687
Period Poverty	–	2,280
RIF/ WGRP	–	5,325
	80,326	68,258
Other income		
Other income	**7,569**	17,762
Total income	**87,895**	86,020
Expenditure		
Expenditure on charitable activities		
Wages and salaries	**65,022**	79,600
Pension costs	**1,113**	1,458
Rent	**6,290**	5,304
Insurance	**393**	393
Other motor/travel costs	**3,701**	7,509
Legal and professional fees	**2,890**	2,099
Telephone	**1,122**	2,254
Other office costs	**7,308**	8,527
Depreciation	**613**	615
Other interest payable and similar charges	**153**	85
Staff training	**10**	80
	88,615	107,924
Total expenditure	**88,615**	107,924
Net expenditure	**(720)**	(21,904)

Your Voice Advocacy Project

Company Limited by Guarantee

Notes to the Detailed Statement of Financial Activities

Year ended 31 March 2025

	2025 £	2024 £
Expenditure on charitable activities		
Charitable activities		
Activities undertaken directly		
Direct charitable activity 1 - wages/salaries	**65,022**	79,600
Direct charitable activity 1 - pension costs	**1,113**	1,458
Direct charitable activity 1 - rent	**6,290**	5,304
Direct charitable activity 1 - insurance	**393**	393
Direct charitable activity 1 - other motor/travel costs	**3,701**	7,509
Direct charitable activity 1 - telephone	**1,122**	2,254
Direct charitable activity 1 - other office costs	**7,308**	8,527
Direct charitable activity 1 - depreciation	**613**	615
Staff training	**10**	80
	85,572	105,740
Governance costs		
Governance costs - accountancy fees	**2,890**	2,099
Bank Charges	**153**	85
	3,043	2,184
Expenditure on charitable activities	**88,615**	107,924

YOUR VOICE ADVOCACY PROJECT

England & Wales - Charity number 1001271

Accounts

COMPANY REGISTRATION NUMBER: 02553487
CHARITY REGISTRATION NUMBER: 1001271

Your Voice Advocacy Project

Company Limited by Guarantee

Unaudited Financial Statements

31 March 2024

GORDON DOWN & COMPANY LIMITED
Accountants and Business Advisors
144 Walter Road,
Swansea SA1 5RW
and
13 Cathedral Road,
Cardiff CF11 9HA

Your Voice Advocacy Project

Company Limited by Guarantee

Financial Statements

Year ended 31 March 2024

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Your Voice Advocacy Project

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 March 2024

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2024.

Reference and administrative details

Registered charity name	Your Voice Advocacy Project
Charity registration number	1001271
Company registration number	02553487
Principal office and registered office	Forge Fach Community Resource Centre Hebron Road Clydach Swansea SA6 5EJ
The trustees	
	Mr C West Mr R Wilson Mr R Williams Mrs A Morgan L Davies A Dawkins R Morris K Shaw K Williams
Independent examiner	Philip Harris ACA 144 Walter Road, Swansea SA1 5RW and 13 Cathedral Road, Cardiff CF11 9HA

Structure, governance and management

Structure
The Management Committee confirms that the annual report and financial statements of the charity comply with the requirements of the charity's governing documents and the provisions of the Statement of Recommended Practice 2005 (SORP 2005).

Legal Status
The Charity is a company, limited by guarantee, registration number 2553487. It is registered with the Charity Commission, number 1001271.

Structure, governance and management ***(continued)***

Method of Appointment
The Management of the Charity is the responsibility of the management Committee and its officers who are elected and co-opted under the terms of the Charity Commission Scheme.

Related Parties
There were no related party transactions to report.

Trustee induction and training

Most trustees are already familiar with the practical work of the charity as most were previously involved in Your Voice Advocacy Project in some way. They are also regularly invited to take part in team-building and staff development days and other Your Voice Advocacy Project events.

Additionally, new trustees are given various documentation to familiarise themselves with the charity and the context within which it operates. These cover:

The obligations of Management Committee members

The main documents which set out the operational framework for the charity including the Memorandum and Articles

Resourcing and the current financial position as set out in the latest published accounts

Future plans and objectives.

Structure, governance and management ***(continued)***

Risk Management

The Management Committee has conducted a review of the major risks to which the charity is exposed. A risk register has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the charity. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

The trustees have conducted their own review of the major risks to which the charity is exposed, where at unacceptable levels, haven taken steps to mitigate those risks. The procedures are periodically reviewed to ensure that they still meet the needs of the charity. The principle risks facing the charity and a summary of the key mitigation actions, are noted below.

Risk: Political opposition from competitors

Mitigating Actions:

Focus on building one-to-one relationships with key organisations and individuals Identifying mutual beneficial ways of working and supporting other organisations to achieve their objectives

Recognising expertise and seeking to harness and bring together strengths of competitors in a coalition style network

Risk: Loss of focus/ mission drift

Mitigating Actions:

Regular meetings, involving range of stakeholders including staff and volunteers.

Regular and effective consultation with key client group Having engaged, skilled and trained trustees who provide challenge and support for Your Voice Advocacy Project leadership.

Risk: Staff malpractice/ a safeguarding failure

Mitigating Actions:

Implementing recruitment policies and controls for staff/ volunteers with appropriate DBS checks Regular provision of safeguarding training for all staff and volunteers Effective supervision procedures
Effective risk assessment systems in place

Risk: A major property incident

Mitigating Actions:

Implementation of ongoing property checks

Risk: Loss of key personnel

Mitigating Actions:

Regular appraisals & team meetings
Team development activities

Structure, governance and management ***(continued)***

Quality continuing professional development opportunities

Risk: Reduction in clients / service users

Mitigating Actions:
Development of activities and community projects to attract new members

Risk: Loss of funding for projects

Mitigating Actions:
Diversify funding streams
Generate own income

Key management remuneration

The board of Trustees together with key staff members are considered to be the key management personnel of the charity. Details of payments to / from Trustees are disclosed in note 15 to the accounts. Payments made to other key management personnel are given in note 14. The level of payment made to all key management personnel is reviewed annually by Trustees.

Organisational structure

A scheme of delegation is in place and day to day responsibility for the provision of the services rest with the Manager. The Manager is responsible for ensuring that the charity delivers the services specified and that key performance indicators are met and also has responsibility for the day to day operational management of staff, individual supervision of the staff team and also ensuring that the team continue to develop their skills and working practices in line with good practice.

Objectives and activities

Control over the financial affairs is effected by the Trustees.

The objectives of the Your Voice Advocacy Project are the relief of persons with learning difficulties who by reasons of mental handicap have need of such relief within the former County of West Glamorgan ("the beneficiaries") and in particular, but not exclusively:

a) to advance the education and training of the beneficiaries;

b) to relieve the poverty of beneficiaries who are in need;

c) to advance the education of the public in the experiences and needs of the beneficiaries

d) to assist families of beneficiaries in any way calculated to provide such a relief as aforesaid.

Your Voice seeks to promote the rights of people with learning disabilities to make choices and to understand those choices. The charity aims to:

- Enable and empower people to make informed choices and express their views.

- Support people to access appropriate information and services.

- Defend and promote the rights and responsibilities of our clients in the community.

- Work in partnership with vulnerable individuals and give them a voice in the decisions that affect their daily lives.

To achieve these aims and objectives Your Voice facilitates several projects and services supporting people with learning disabilities with a wide range of issues and problems, empowering them to have a voice in the decisions that matter. These include:

- Peer Advocacy (empowering service users to support themselves and their peers)

- Independent Professional Advocacy (representing someone who is facing a particular problem or issue in their life)

- Participation Group/Social Groups (supporting people with learning disabilities to take a fuller role in their communities and enjoy social interaction)

- Easy-read conversion to make public documents more accessible and easily understandable (e.g. advice and guidance, reports, assessments,etc.).

- Co-production - supporting individuals with a learning difference to understand and participate in partnership working between people who draw on care and support, carers and citizens to improve public services.

Objectives and activities ***(continued)***

Volunteers
Volunteer activity was consistently high throughout 2023-24 making possible the weekly delivery of nearly a dozen groups. 8 member volunteers provided in the region of 1700 working hours, online and in person, while 6 non-member volunteers delivered 350 hours. Later in the year, volunteer ran their own social groups in Neath, Swansea and online. They brought with them a variety of skills which have been extremely important for the smooth running of the projects: -

* Providing assistance to other members
* Transporting members to events
* Running online group meetings/activities
* Organising events
* Providing assistance with publicity
* Contributing to co-productive processes

Achievements and performance

The charity has continued to support individuals with learning disabilities through independent advocacy, social activities and events and influenced the strategy and policy decision of statutory bodies such as health and social services through its participation in co-production.

Your Voice maintains excellent links and works in partnership with Local Authority and Learning Disability Services yet remains independent and able to challenge at high levels. It also has close working relationships with other organisations in the community that provide care and support such as Swansea Bay University Health Board, Ambulance Service, Carers Centre, Community Lives Consortium, Mencap, Mirus and Walsingham, as well as the South Wales Police.

Your Voice is a member of both the West Glamorgan Regional Partnership (WGRP) and a key partner in the delivery of Swansea's Co-production Strategy. YVA remains a member of national organisations All Wales People First and WCVA and locally of the Councils for Voluntary Services in Neath and Swansea. Our staff member with lived experience attends numerous forums and representative meetings convened by the local health board and WGRP.

During 2023-24 face-to-face activities and meetings offered the option of attending online through 'hybrid' or 'blended' meetings. Bi-monthly activity sheets being distributed to over 180 recipients via post and email until August 2023. An average of 94 members were engaged in groups. YVA raised awareness of learning disability issues by providing training and easy-read conversions, as well as taking part in consultations and surveys. The Website and our social media presence continues to be transformed by our Social Media Officer so that we now have a strong 'brand' image and regular postings of our work on Instagram, Meta and X.

All staff continued to have the option of working from home, using the Clydach office when printing has to be done, meeting other agencies or training volunteers. We continue to develop links with the Clydach Community Council, further extending our network of supporters and sponsors. Unfortunately, two key workers left YVA in Autumn 2023. This coincided with a temporary financial crisis that required a reduction in staff hours and the scaling back of our activity in Neath. Hours were mostly restored in January 2024 and opportunities arose to establish new member led groups in Neath and Swansea. YVA was successful in securing funding for the 'Count Me In' project in the Gorseinon area of Swansea in early 2024. Our link with People First Bridgend was strengthened when we stepped in to deliver their advocacy service while they overcame a severe staff shortage. Group income also massively increased during the period, helping to fulfil our strategy of diversifying sources of income.
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Financial review

The Charity's net outgoings for the year amounted to £21,904 (compared to net outgoing resources in 2023 of £68,711). There were various restricted funds received during the year. These funds were expended on salaries and agreed overheads. Any unspent revenue income is carried forward to next year. The total unrestricted funds at the end of the year represent the Charity's free reserves and amounted to £903 (2023 - £39,496).

RESERVES POLICY

The Trustees recognise the need for reserves to ensure the principal objectives of the Charity are met. In addition, if one of the main funders were to cease funding the Charity, time would be needed to find an alternative. The loss of funding may result in the need to fund statutory redundancy and other costs which would have to be funded out of accumulated reserves. The trustees seek to achieve a target level of free reserves equal to three months direct charitable costs. At the balance sheet date, the target level of unrestricted funds amounted to £26,981 (2023: £34,958).

POLICY OF RISK

The Charity Commission has recommended that all Trustees review the risks facing their charity and formulate a policy to mitigate those risks. The main risk is that of loss of funding. To mitigate this, the Trustees have put in place a reserves policy.

Going concern

Having considered budgets for the next twelve months, the Trustees are confident that the Charity will continue to meet its liabilities as they fall due for the foreseeable future and consider that there are no material uncertainties about Your Voice Advocacy Project ability to continue as a going concern. It is therefore considered appropriate by the Trustees to prepare the financial statements on a going concern basis.

Plans for future periods

New commissions from WGRP and SBUHB will develop Your Voice Advocacy's services into new areas such as undertaking campaigning action and hosting events in the community. Changes in funders priorities also requires that greater emphasis is given to member-led activity such as peer advocacy groups and providing opportunities for social interaction. Similarly we have to seek to introduce greater diversity into the membership and Board of Trustees as well seeking to work with disadvantaged minorities. This has led to YVA's involvement with the 'Better Together' initiatives across the region and a concerted effort to make links with like-minded organisations.

YVA's priority for the coming year will be to encourage greater independence and resilience amongst active members with the aim of establishing more user-led groups and groups that deliver life-skills as well as encouraging greater participation in co-production with both Swansea and Neath Port Talbot councils. New income sources will be explored and new partnerships formed in order to establish a funding pipeline and with it long term financial stability. The original ethos of the organisation to seek the integration rather than segregation for disabled people will be revived in our funding applications and work with partnership bodies. Where the opportunity arises we will also develop our independent advocacy work amongst members, seek out paid commissions and apply for the creation of a properly qualified advocacy team. Greater diversity of income also remains a goal, in part answering members' demands for more fundraising events. Finally, it is recognised that long term financial security will only be achieved by securing substantial funding for a major project over several years from a major grant maker.

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 12 December 2024 and signed on behalf of the board of trustees by:

Mrs A Morgan
Trustee

Your Voice Advocacy Project

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of Your Voice Advocacy Project

Year ended 31 March 2024

I report to the trustees on my examination of the financial statements of Your Voice Advocacy Project ('the charity') for the year ended 31 March 2024.

Responsibilities and basis of report

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements 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 the 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

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 charity as required by section 386 of the 2006 Act; or

2. the financial statements do not accord with those records; or

3. the financial statements 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 financial statements 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.

Philip Harris ACA
Independent Examiner

144 Walter Road,
Swansea SA1 5RW
and
13 Cathedral Road,
Cardiff CF11 9HA

12 December 2024

Your Voice Advocacy Project

Company Limited by Guarantee

Statement of Financial Activities
(including income and expenditure account)

Year ended 31 March 2024

	Note	2024 Unrestricted funds £	2024 Restricted funds £	2024 **Total funds £**	2023 Total funds £
Income and endowments					
Donations and legacies	**5**	4,966	63,292	**68,258**	66,541
Other income	**6**	17,762	–	**17,762**	4,582
Total income		22,728	63,292	**86,020**	71,123
Expenditure					
Expenditure on charitable activities	**7,8**	59,182	48,742	**107,924**	139,834
Total expenditure		59,182	48,742	**107,924**	139,834
Net expenditure		(36,454)	14,550	**(21,904)**	(68,711)
Transfers between funds		(2,139)	2,139	**–**	–
Net movement in funds		(38,593)	16,689	**(21,904)**	(68,711)
Reconciliation of funds					
Total funds brought forward		39,496	4,834	**44,330**	113,041
Total funds carried forward		903	21,523	**22,426**	44,330

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

The notes on pages 12 to 20 form part of these financial statements.

Your Voice Advocacy Project

Company Limited by Guarantee

Statement of Financial Position

31 March 2024

	Note	2024 £	£	2023 £
Fixed assets				
Tangible fixed assets	**15**		**613**	1,228
Current assets				
Cash at bank and in hand		**23,510**		44,525
Creditors: amounts falling due within one year	**16**	**1,697**		1,423
Net current assets			**21,813**	43,102
Total assets less current liabilities			**22,426**	44,330
Net assets			**22,426**	44,330
Funds of the charity				
Restricted funds			**21,523**	4,834
Unrestricted funds			**903**	39,496
Total charity funds	**18**		**22,426**	44,330

For the year ending 31 March 2024 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved by the board of trustees and authorised for issue on 12 December 2024, and are signed on behalf of the board by:

Mrs A Morgan
Trustee

Your Voice Advocacy Project

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31 March 2024

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Forge Fach Community Resource Centre, Hebron Road, Clydach, Swansea, SA6 5EJ.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

3. Accounting policies *(continued)*

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.

- legacy income is recognised when receipt is probable and entitlement is established.

- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.

- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.

- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.

- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible assets

All fixed assets are initially recorded at cost.

3. Accounting policies *(continued)*

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Equipment	-	20% straight line

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

4. Limited by guarantee

The Charity is a company limited by guarantee and therefore has no share capital.

5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	**Total Funds 2024 £**
Donations			
Donations	4,966	–	**4,966**
Grants			
Lloyds Foundation	–	–	**–**
WCVA	–	–	**–**
CC Swansea Co-Production Grant	–	50,000	**50,000**
SCVS	–	5,687	**5,687**
Screwfix Foundation	–	–	**–**
Austin Bailey	–	–	**–**
Integrated Community Fund	–	–	**–**
Period Poverty	–	2,280	**2,280**
RIF/ WGRP	–	5,325	**5,325**
	4,966	63,292	**68,258**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Donations			
Donations	5,961	–	5,961

5. Donations and legacies *(continued)*

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Grants			
Lloyds Foundation	2,250	–	2,250
WCVA	–	9,457	9,457
CC Swansea Co-Production Grant	–	25,000	25,000
SCVS	–	8,049	8,049
Screwfix Foundation	–	3,000	3,000
Austin Bailey	–	650	650
Integrated Community Fund	–	12,174	12,174
Period Poverty	–	–	–
RIF/ WGRP	–	–	–
	8,211	58,330	66,541

6. Other income

	Unrestricted Funds £	**Total Funds 2024 £**	Unrestricted Funds £	Total Funds 2023 £
Other income	17,762	**17,762**	4,582	4,582

7. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	**Total Funds 2024 £**
Charitable activities	56,999	48,742	**105,740**
Support costs	2,183	–	**2,184**
	59,182	48,742	**107,924**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Charitable activities	11,150	125,882	137,032
Support costs	(52)	2,854	2,802
	11,098	128,736	139,834

8. Expenditure on charitable activities by activity type

	Activities undertaken directly	Support costs	**Total funds 2024**	Total fund 2023
	£	£	**£**	£
Charitable activities	105,740	–	**105,740**	137,032
Governance costs	–	2,184	**2,184**	2,802
	105,740	2,184	**107,924**	139,834

9. Analysis of support costs

	Analysis of support costs activity 1	**Total 2024**	Total 2023
	£	**£**	£
Finance costs	84	**84**	84
Support costs - Accountancy	2,099	**2,099**	2,720
	2,183	**2,183**	2,804

10. Net expenditure

Net expenditure is stated after charging/(crediting):

	2024	2023
	£	£
Depreciation of tangible fixed assets	**615**	615

11. Independent examination fees

	2024	2023
	£	£
Fees payable to the independent examiner for:		
Independent examination of the financial statements	**1,475**	1,272

12. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2024	2023
	£	£
Wages and salaries	**79,600**	100,054
Employer contributions to pension plans	**1,458**	1,310
	81,058	101,364

The average head count of employees during the year was 7 (2023: 7). The average number of full-time equivalent employees during the year is analysed as follows:

	2024	2023
	No.	No.
Number of Staff	**7**	7

12. Staff costs *(continued)*

No employee received employee benefits of more than £60,000 during the year (2023: Nil).

13. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

14. Transfers between funds

The transfer from unrestricted reserves to restricted reserves is in relation to money spent over and above the grants received from the grant providers.

15. Tangible fixed assets

	Equipment £	**Total £**
Cost		
At 1 April 2023 and 31 March 2024	14,830	**14,830**
Depreciation		
At 1 April 2023	13,602	**13,602**
Charge for the year	615	**615**
At 31 March 2024	14,217	**14,217**
Carrying amount		
At 31 March 2024	613	**613**
At 31 March 2023	1,228	1,228

16. Creditors: amounts falling due within one year

	2024 £	2023 £
Accruals and deferred income	**1,482**	1,423
Other creditors	**215**	–
	1,697	1,423

17. Pensions and other post retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £1,458 (2023: £1,310).

18. Analysis of charitable funds

Unrestricted funds

	At 1 April 2023	Income	Expenditure	Transfers	**At 31 March 2024**
	£	£	£	£	**£**
General funds	39,496	22,728	(59,182)	(2,139)	**903**

	At 1 April 2022	Income	Expenditure	Transfers	At 31 March 2023
	£	£	£	£	£
General funds	37,801	12,793	(11,098)	–	39,496

18. Analysis of charitable funds *(continued)*

Restricted funds

	At 1 April 2023 £	Income £	Expenditure £	Transfers £	**At 31 March 2024 £**
SCVS	–	5,687	–	–	**5,687**
Austin Bailey	–	–	–	–	**–**
Screwfix Foundation	–	–	–	–	**–**
ABMU - Integrated Community Fund	–	–	–	–	**–**
CC Swansea Co-Production Grant	1,674	50,000	(37,654)	–	**14,020**
Wales Community Foundation	1,229	–	(1,886)	1,271	**614**
NPT Wellbeing Group	–	–	–	–	**–**
CC Swansea SUHB Health Check Promotion	1,240	–	(1,333)	93	**–**
WCVA	691	–	(708)	17	**–**
Period Poverty	–	2,280	(1,078)	–	**1,202**
RIF/ WGRP	–	5,325	(6,083)	758	**–**
	4,834	63,292	(48,742)	2,139	**21,523**

	At 1 April 2022 £	Income £	Expenditure £	Transfers £	At 31 March 2023 £
SCVS	–	8,049	(8,049)	–	–
Austin Bailey	500	650	(1,150)	–	–
Screwfix Foundation	–	3,000	(3,000)	–	–
ABMU - Integrated Community Fund	–	12,174	(12,174)	–	–
CC Swansea Co-Production Grant	1,739	25,000	(25,065)	–	1,674
Wales Community Foundation	1,844	–	(615)	–	1,229
NPT Wellbeing Group	5,000	–	(5,000)	–	–
CC Swansea SUHB Health Check Promotion	37,786	–	(36,546)	–	1,240
WCVA	28,371	9,457	(37,137)	–	691
Period Poverty	–	–	–	–	–
RIF/ WGRP	–	–	–	–	–
	75,240	58,330	(128,736)	–	4,834

19. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	**Total Funds 2024 £**
Tangible fixed assets	–	613	**613**
Current assets	2,601	20,909	**23,510**
Creditors less than 1 year	(1,697)	–	**(1,697)**
Net assets	904	21,522	**22,426**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Tangible fixed assets	–	1,228	1,228
Current assets	40,919	3,606	44,525
Creditors less than 1 year	(1,423)	–	(1,423)
Net assets	39,496	4,834	44,330

Your Voice Advocacy Project

Company Limited by Guarantee

Management Information

Year ended 31 March 2024

The following pages do not form part of the financial statements.

Your Voice Advocacy Project

Company Limited by Guarantee

Detailed Statement of Financial Activities

Year ended 31 March 2024

	2024	2023
	£	£
Income and endowments		
Donations and legacies		
Donations	**4,966**	5,961
Lloyds Foundation	**–**	2,250
WCVA	**–**	9,457
CC Swansea Co-Production Grant	**50,000**	25,000
SCVS	**5,687**	8,049
Screwfix Foundation	**–**	3,000
Austin Bailey	**–**	650
Integrated Community Fund	**–**	12,174
Period Poverty	**2,280**	–
RIF/ WGRP	**5,325**	–
	68,258	66,541
Other income		
Other income	**17,762**	4,582
Total income	**86,020**	71,123
Expenditure		
Expenditure on charitable activities		
Wages and salaries	**79,600**	100,054
Pension costs	**1,458**	1,310
Rent	**5,304**	1,750
Insurance	**393**	393
Other motor/travel costs	**7,509**	6,070
Legal and professional fees	**2,099**	2,720
Telephone	**2,254**	4,700
Other office costs	**8,527**	11,541
Depreciation	**615**	615
Other interest payable and similar charges	**85**	82
Staff training	**80**	541
Advertising and publicity	**–**	479
Event costs	**–**	9,579
	107,924	139,834
Total expenditure	**107,924**	139,834
Net expenditure	**(21,904)**	(68,711)

Your Voice Advocacy Project

Company Limited by Guarantee

Notes to the Detailed Statement of Financial Activities

Year ended 31 March 2024

	2024	2023
	£	£
Expenditure on charitable activities		
Charitable activities		
Activities undertaken directly		
Direct charitable activity 1 - wages/salaries	**79,600**	100,054
Direct charitable activity 1 - pension costs	**1,458**	1,310
Direct charitable activity 1 - rent	**5,304**	1,750
Direct charitable activity 1 - insurance	**393**	393
Direct charitable activity 1 - other motor/travel costs	**7,509**	6,070
Direct charitable activity 1 - telephone	**2,254**	4,700
Direct charitable activity 1 - other office costs	**8,527**	11,541
Direct charitable activity 1 - depreciation	**615**	615
Staff training	**80**	541
Advertising and publicity	**–**	479
Event costs	**–**	9,579
	105,740	137,032
Governance costs		
Governance costs - accountancy fees	**2,099**	2,720
Bank Charges	**85**	82
	2,184	2,802
Expenditure on charitable activities	**107,924**	139,834

YOUR VOICE ADVOCACY PROJECT

England & Wales - Charity number 1001271

Accounts

COMPANY REGISTRATION NUMBER: 02553487
CHARITY REGISTRATION NUMBER: 1001271

Your Voice Advocacy Project

Company Limited by Guarantee

Unaudited Financial Statements

31 March 2023

GORDON DOWN & COMPANY LIMITED
Accountants and Business Advisors
144 Walter Road,
Swansea SA1 5RW
and
13 Cathedral Road,
Cardiff CF11 9HA

Your Voice Advocacy Project

Company Limited by Guarantee

Financial Statements

Year ended 31 March 2023

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Your Voice Advocacy Project

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 March 2023

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2023.

Reference and administrative details

Registered charity name	Your Voice Advocacy Project
Charity registration number	1001271
Company registration number	02553487
Principal office and registered office	PO BOX 737 Swansea SA1 9RS

The trustees

Mr C West	
Mrs E Jenkins	(Retired 10 November 2022)
Mr R Wilson	
Mr R Williams	
Mrs A Morgan	
L Davies	(Appointed 11 October 2022)
A Dawkins	(Appointed 10 November 2022)
R Morris	(Appointed 10 October 2022)
K Shaw	(Appointed 11 October 2022)
K Williams	(Appointed 11 October 2022)

Independent examiner	Philip Harris ACA 144 Walter Road, Swansea SA1 5RW and 13 Cathedral Road, Cardiff CF11 9HA

Structure, governance and management

Structure
The Management Committee confirms that the annual report and financial statements of the charity comply with the requirements of the charity's governing documents and the provisions of the Statement of Recommended Practice 2005 (SORP 2005).

Legal Status
The Charity is a company, limited by guarantee, registration number 2553487. It is registered with the Charity Commission, number 1001271.

Method of Appointment
The Management of the Charity is the responsibility of the management Committee and its officers who are elected and co-opted under the terms of the Charity Commission Scheme.

Structure, governance and management *(continued)*

Related Parties
There were no related party transactions to report.

Trustee induction and training

Most trustees are already familiar with the practical work of the charity as most were previously involved in Your Voice Advocacy Project in some way. They are also regularly invited to take part in team-building and staff development days and other Your Voice Advocacy Project events.

Additionally, new trustees are given various documentation to familiarise themselves with the charity and the context within which it operates. These cover:

The obligations of Management Committee members

The main documents which set out the operational framework for the charity including the Memorandum and Articles

Resourcing and the current financial position as set out in the latest published accounts

Future plans and objectives.

Structure, governance and management *(continued)*

Risk Management

The Management Committee has conducted a review of the major risks to which the charity is exposed. A risk register has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the charity. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

The trustees have conducted their own review of the major risks to which the charity is exposed, where at unacceptable levels, haven taken steps to mitigate those risks. The procedures are periodically reviewed to ensure that they still meet the needs of the charity. The principle risks facing the charity and a summary of the key mitigation actions, are noted below.

Risk: Political opposition from competitors

Mitigating Actions:

Focus on building one-to-one relationships with key organisations and individuals Identifying mutual beneficial ways of working and supporting other organisations to achieve their objectives

Recognising expertise and seeking to harness and bring together strengths of competitors in a coalition style network

Risk: Loss of focus/ mission drift

Mitigating Actions:

Regular meetings, involving range of stakeholders including staff and volunteers.

Regular and effective consultation with key client group Having engaged, skilled and trained trustees who provide challenge and support for Your Voice Advocacy Project leadership.

Risk: Staff malpractice/ a safeguarding failure

Mitigating Actions:

Implementing recruitment policies and controls for staff/ volunteers with appropriate DBS checks Regular provision of safeguarding training for all staff and volunteers Effective supervision procedures
Effective risk assessment systems in place

Risk: A major property incident

Mitigating Actions:

Implementation of ongoing property checks

Risk: Loss of key personnel

Mitigating Actions:

Regular appraisals & team meetings
Team development activities

Structure, governance and management *(continued)*

Quality continuing professional development opportunities

Risk: Reduction in clients / service users

Mitigating Actions:
Development of activities and community projects to attract new members

Risk: Loss of funding for projects

Mitigating Actions:
Diversify funding streams
Generate own income

Key management remuneration

The board of Trustees together with key staff members are considered to be the key management personnel of the charity. Details of payments to / from Trustees are disclosed in note 15 to the accounts. Payments made to other key management personnel are given in note 14. The level of payment made to all key management personnel is reviewed annually by Trustees.

Organisational structure

A scheme of delegation is in place and day to day responsibility for the provision of the services rest with the Manager. The Manager is responsible for ensuring that the charity delivers the services specified and that key performance indicators are met and also has responsibility for the day to day operational management of staff, individual supervision of the staff team and also ensuring that the team continue to develop their skills and working practices in line with good practice.

Objectives and activities

Control over the financial affairs is effected by the Trustees.

The objectives of the Your Voice Advocacy Project are the relief of persons with learning difficulties who by reasons of mental handicap have need of such relief within the former County of West Glamorgan ("the beneficiaries") and in particular, but not exclusively:

a) to advance the education and training of the beneficiaries;

b) to relieve the poverty of beneficiaries who are in need;

c) to advance the education of the public in the experiences and needs of the beneficiaries

d) to assist families of beneficiaries in any way calculated to provide such a relief as aforesaid.

Your Voice seeks to promote the rights of people with learning disabilities to make choices and to understand those choices. The charity aims to:

- Enable and empower people to make informed choices and express their views.

- Support people to access appropriate information and services.

- Defend and promote the rights and responsibilities of our clients in the community.

- Work in partnership with vulnerable individuals and give them a voice in the decisions that affect their daily lives.

To achieve these aims and objectives Your Voice facilitates several projects and services supporting people with learning disabilities with a wide range of issues and problems, empowering them to have a voice in the decisions that matter. These include:

- Peer Advocacy (empowering service users to support themselves and their peers)

- Independent Professional Advocacy (representing someone who is facing a particular problem or issue in their life)

- Participation Group/Social Groups (supporting people with learning disabilities to take a fuller role in their communities and enjoy social interaction)

- Easy-read conversion to make public documents more accessible and easily understandable (e.g. advice and guidance, reports, assessments,etc.).

- Co-production - supporting individuals with a learning difference to understand and participate in partnership working between people who draw on care and support, carers and citizens to improve public services.

Objectives and activities *(continued)*

Volunteers

Volunteer activity returned to and then exceeded normal levels by the middle of 2022-23. In that period, 7 member volunteers provided in the region of 1200 working hours, online and in person, while 8 non-member volunteers delivered 400 hours. One volunteer was instrumental in establishing a new project in the Clydach area and another offered photography classes to members. They brought with them a variety of skills which have been extremely important for the smooth running of the projects: -

* Providing assistance to other members
* Transporting members to events
* Running online group meetings/activities
* Organising events
* Providing administrative assistance
* Providing assistance with publicity
* Contributing to co-productive processes

Achievements and performance

The charity has continued to support individuals with learning disabilities through independent advocacy, social activities and events and influenced the strategy and policy decision of statutory bodies such as health and social services through its participation in co-production.

Your Voice maintains excellent links and works in partnership with Local Authority and Learning Disability Services yet remains independent and able to challenge at high levels. It also has close working relationships with other organisations in the community that provide care and support such as Swansea Bay University Health Board, Ambulance Service, Carers Centre, Community Lives Consortium, Mencap, Mirus and Walsingham, as well as the South Wales Police.

Your Voice is a member of both the West Glamorgan Regional Partnership (WGRP) and Learning Disability Provider Forums in Neath Port Talbot and Swansea. Your Voice is a key partner in the delivery of Swansea's Co-production Strategy. YVA remains a member of national organisations All Wales People First and WCVA and locally of the Councils for Voluntary Services in Neath and Swansea.

During 2022-23 purely online meetings and groups were replaced by a return to face-to-face activities, but with the option of attending online, through 'hybrid' meetings. Bi-monthly activity sheets have continued going to over 180 recipients via post and email. An average of 94 members were engaged in YVA raised awareness of learning disability issues by providing training and easy-read conversions, as well as taking part in consultations and surveys. The Website and our social media presence continues to be transformed by our Social Media Officer so that we now have a strong 'brand' image and regular postings of our work.

All staff still have the option of working from home, new office premises were secured in October 2022 in the Clydach area of Swansea. The office is located in a community hub with the scope of linking up with local organisations and further extending our network of supporters and sponsors. Two new project workers were employed in October 2022 and the staff hours increased for some existing posts to meet increasing demand for the charity's services. This extra capacity also allowed for YVA to establish new groups across the region, including, for the first time, one aimed at neuro-diverse people.

YVA's involvement in the WGRP led directly to our being commissioned to undertake a large-scale consultation exercise that would inform the new Learning Disability Strategy (completed in June 2022). YVA was also funded by the local Health Board to promote Annual Health checks and the campaign featured a major event at the Swansea.com foundation that attracted over 150 people and organisations (October 2022). Both exercises required to work for the first time to create online surveys and to deal with the logistics of a big event. YVA continues to diversify its funding streams through regular commissions for easy-read conversion, exploring online giving and setting up a 'fundraising committee' amongst members.

Financial review

The Charity's net outgoings for the year amounted to £68,711 (compared to net incoing resources in 2022 of £63,531). There were various restricted funds received during the year. These funds were expended on salaries and agreed overheads. Any unspent revenue income is carried forward to next year. The total unrestricted funds at the end of the year represent the Charity's free reserves and amounted to £39,496 (2022 - £37,801).

RESERVES POLICY

The Trustees recognise the need for reserves to ensure the principal objectives of the Charity are met. In addition, if one of the main funders were to cease funding the Charity, time would be needed to find an alternative. The loss of funding may result in the need to fund statutory redundancy and other costs which would have to be funded out of accumulated reserves. The trustees seek to achieve a target level of free reserves equal to three months direct charitable costs. At the balance sheet date, the target level of unrestricted funds amounted to £34,958 (2022: £21,047).

POLICY OF RISK

The Charity Commission has recommended that all Trustees review the risks facing their charity and formulate a policy to mitigate those risks. The main risk is that of loss of funding. To mitigate this, the Trustees have put in place a reserves policy.

Going concern

Having considered budgets for the next twelve months, the Trustees are confident that the Charity will continue to meet its liabilities as they fall due for the foreseeable future and consider that there are no material uncertainties about Your Voice Advocacy Project ability to continue as a going concern. It is therefore considered appropriate by the Trustees to prepare the financial statements on a going concern basis.

Plans for future periods

YVA business plan and funding strategy were greatly assisted by the support Lloyds Foundation who provided consultancy on building the Trustees Board, formulating strategy and fund raising. The commissions from WGRP and SBUHB will develop Your Voice Advocacy's services into new areas such as carrying out surveys and hosting other major events. Changes in funders priorities also requires that greater emphasis is given to community-based activity such as peer advocacy groups and providing opportunities for social interaction. For the same reason, a concerted effort will be made to collaborate with similar organisations with the aim of making joint applications for funding.

YVA's priority for the coming year will be to encourage greater independence and resilience amongst active members with the aim of establishing more user-led groups and groups that deliver life-skills as well as encouraging greater participation in co-production with both Swansea and Neath Port Talbot councils. New income sources will continue to be explored and new partnerships formed in order to establish a funding pipeline and with it long term financial stability. The original ethos of the organisation to seek the integration rather than segregation for disabled people will be revived in our funding applications and work with partnership bodies. Where the opportunity arises we will also develop our independent advocacy work amongst members, seek out paid commissions and apply for the creation of a properly qualified advocacy team.

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 14/12/2023 and signed on behalf of the board of trustees by:

MorganA
Mrs A Morgan
Chair Trustee

Your Voice Advocacy Project

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of Your Voice Advocacy Project

Year ended 31 March 2023

I report to the trustees on my examination of the financial statements of Your Voice Advocacy Project ('the charity') for the year ended 31 March 2023.

Responsibilities and basis of report

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements 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 the 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

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 charity as required by section 386 of the 2006 Act; or

2. the financial statements do not accord with those records; or

3. the financial statements 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 financial statements 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.

Philip Harris ACA
Independent Examiner 14/12/2023

144 Walter Road,
Swansea SA1 5RW
and
13 Cathedral Road,
Cardiff CF11 9HA

Your Voice Advocacy Project

Company Limited by Guarantee

Statement of Financial Activities (including income and expenditure account)

Year ended 31 March 2023

	Note	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £	2022 Total funds £
Income and endowments					
Donations and legacies	**5**	8,211	58,330	**66,541**	141,656
Other income	**6**	4,582	–	**4,582**	6,063
Total income		12,793	58,330	**71,123**	147,719
Expenditure					
Expenditure on charitable activities	**7,8**	11,098	128,736	**139,834**	84,205
Other expenditure	**10**	–	–	**–**	(17)
Total expenditure		11,098	128,736	**139,834**	84,188
Net (expenditure)/income and net movement in funds		1,695	(70,406)	**(68,711)**	63,531
Reconciliation of funds					
Total funds brought forward		37,801	75,240	**113,041**	49,510
Total funds carried forward		39,496	4,834	**44,330**	113,041

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

Your Voice Advocacy Project

Company Limited by Guarantee

Statement of Financial Position

31 March 2023

	Note	2023 £	£	2022 £
Fixed assets				
Tangible fixed assets	**16**		**1,228**	1,843
Current assets				
Debtors	**17**	**–**		1,145
Cash at bank and in hand		**44,525**		111,710
		44,525		112,855
Creditors: amounts falling due within one year	**18**	**1,423**		1,657
Net current assets			**43,102**	111,198
Total assets less current liabilities			**44,330**	113,041
Net assets			**44,330**	113,041
Funds of the charity				
Restricted funds			**4,834**	75,240
Unrestricted funds			**39,496**	37,801
Total charity funds	**20**		**44,330**	113,041

For the year ending 31 March 2023 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved by the board of trustees and authorised for issue on 14/12/2023.., and are signed on behalf of the board by:

MorganA
Mrs A Morgan
Trustee

The notes on pages 13 to 21 form part of these financial statements.

Your Voice Advocacy Project

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31 March 2023

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is PO BOX 737, Swansea, SA1 9RS.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

3. Accounting policies *(continued)*

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible assets

All fixed assets are initially recorded at cost.

3. Accounting policies *(continued)*

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Equipment	-	20% straight line

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

4. Limited by guarantee

The Charity is a company limited by guarantee and therefore has no share capital.

5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	**Total Funds 2023 £**
Donations			
Donations	5,961	–	**5,961**
Grants			
Lloyds Foundation	2,250	–	**2,250**
WCVA	–	9,457	**9,457**
CC Swansea Co-Production Grant	–	25,000	**25,000**
SCVS	–	8,049	**8,049**
Screwfix Foundation	–	3,000	**3,000**
Austin Bailey	–	650	**650**
Integrated Community Fund	–	12,174	**12,174**
Barchester Foundation	–	–	**–**
Neath Port Talbot Wellbeing	–	–	**–**
CC Swansea Health Check Promotion	–	–	**–**
	8,211	58,330	**66,541**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Donations			
Donations	1,885	–	1,885

5. Donations and legacies *(continued)*

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Grants			
Lloyds Foundation	25,000	–	25,000
WCVA	–	28,371	28,371
CC Swansea Co-Production Grant	–	25,000	25,000
SCVS	–	–	–
Screwfix Foundation	–	–	–
Austin Bailey	–	500	500
Integrated Community Fund	–	5,400	5,400
Barchester Foundation	–	500	500
Neath Port Talbot Wellbeing	–	5,000	5,000
CC Swansea Health Check Promotion	–	50,000	50,000
	26,885	114,771	141,656

6. Other income

	Unrestricted Funds £	**Total Funds 2023 £**	Unrestricted Funds £	Total Funds 2022 £
Other income	4,582	**4,582**	6,063	6,063

7. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	**Total Funds 2023 £**
Activity type 1	11,150	125,882	**137,032**
Support costs	(52)	2,854	**2,802**
	11,098	128,736	**139,834**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Activity type 1	36,617	44,945	81,561
Support costs	2,643	–	2,644
	39,260	44,945	84,205

8. Expenditure on charitable activities by activity type

	Activities undertaken directly	Support costs	**Total funds 2023**	Total fund 2022
	£	£	**£**	£
Activity type 1	137,032	–	**137,032**	81,561
Governance costs	–	2,802	**2,802**	2,644
	137,032	2,802	**139,834**	84,205

9. Analysis of support costs

	Analysis of support costs activity 1	**Total 2023**	Total 2022
	£	**£**	£
Finance costs	84	**84**	70
Support costs - Accountancy	2,720	**2,720**	2,574
	2,804	**2,804**	2,644

10. Other expenditure

	Unrestricted Funds	**Total Funds 2023**	Unrestricted Funds	Total Funds 2022
	£	**£**	£	£
Other interest and charges	–	**–**	(17)	(17)

11. Net (expenditure)/income

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

	2023	2022
	£	£
Depreciation of tangible fixed assets	**615**	615

12. Independent examination fees

	2023	2022
	£	£
Fees payable to the independent examiner for:		
Independent examination of the financial statements	**1,272**	1,272

13. Staff costs

The average head count of employees during the year was 7 (2022: 5). The average number of full-time equivalent employees during the year is analysed as follows:

	2023	2022
	No.	No.
Number of Staff	**7**	5

13. Staff costs *(continued)*

No employee received employee benefits of more than £60,000 during the year (2022: Nil).

14. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

15. Transfers between funds

The transfer from unrestricted reserves to restricted reserves is in relation to money spent over and above the grants received from the grant providers.

16. Tangible fixed assets

	Equipment £	**Total £**
Cost		
At 1 April 2022 and 31 March 2023	14,830	**14,830**
Depreciation		
At 1 April 2022	12,987	**12,987**
Charge for the year	615	**615**
At 31 March 2023	13,602	**13,602**
Carrying amount		
At 31 March 2023	1,228	**1,228**
At 31 March 2022	1,843	1,843

17. Debtors

	2023 £	2022 £
Other debtors	–	1,145

18. Creditors: amounts falling due within one year

	2023 £	2022 £
Accruals and deferred income	**1,423**	1,657

19. Pensions and other post retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £1,310 (2022: £1,849).

20. Analysis of charitable funds

Unrestricted funds

	At 1 April 2022	Income	Expenditure	Transfers	**At 31 March 2023**
	£	£	£	£	**£**
General funds	37,801	12,793	(11,098)	–	**39,496**

	At 1 April 2021	Income	Expenditure	Transfers	At 31 March 2022
	£	£	£	£	£
General funds	29,109	32,948	(39,243)	14,987	37,801

20. Analysis of charitable funds *(continued)*

Restricted funds

	At 1 April 2022 £	Income £	Expenditure £	Transfers £	**At 31 March 2023 £**
Restricted Fund 3 - SCVS	–	8,049	(8,049)	–	**–**
Austin Bailey	500	650	(1,150)	–	**–**
Screwfix Foundation	–	3,000	(3,000)	–	**–**
ABMU - Integrated Community Fund	–	12,174	(12,174)	–	**–**
Moondance Foundation	–	–	–	–	**–**
CC Swansea Co-Production Grant	1,739	25,000	(25,065)	–	**1,674**
Wales Community Foundation	1,844	–	(615)	–	**1,229**
Barchester Foundation	–	–	–	–	**–**
NPT Wellbeing Group	5,000	–	(5,000)	–	**–**
CC Swansea SUHB Health Check Promotion	37,786	–	(36,546)	–	**1,240**
WCVA	28,371	9,457	(37,137)	–	**691**
	75,240	58,330	(128,736)	–	**4,834**

	At 1 April 2021 £	Income £	Expenditure £	Transfers £	At 31 March 2022 £
Restricted Fund 3 - SCVS	–	–	–	–	–
Austin Bailey	–	500	–	–	500
Screwfix Foundation	–	–	–	–	–
ABMU - Integrated Community Fund	1,607	5,400	(7,013)	6	–
Moondance Foundation	15,000	–	–	(15,000)	–
CC Swansea Co-Production Grant	1,335	25,000	(24,596)	–	1,739
Wales Community Foundation	2,459	–	(615)	–	1,844
Barchester Foundation	–	500	(507)	7	–
NPT Wellbeing Group	–	5,000	–	–	5,000
CC Swansea SUHB Health Check Promotion	–	50,000	(12,214)	–	37,786
WCVA	–	28,371	–	–	28,371
	20,401	114,771	(44,945)	(14,987)	75,240

21. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	**Total Funds 2023 £**
Tangible fixed assets	–	1,228	**1,228**
Current assets	40,919	3,606	**44,525**
Creditors less than 1 year	(1,423)	–	**(1,423)**
Net assets	39,496	4,834	**44,330**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Tangible fixed assets	–	1,843	1,843
Current assets	39,459	73,396	112,855
Creditors less than 1 year	(1,657)	–	(1,657)
Net assets	37,802	75,239	113,041

Your Voice Advocacy Project

Company Limited by Guarantee

Management Information

Year ended 31 March 2023

The following pages do not form part of the financial statements.

Your Voice Advocacy Project

Company Limited by Guarantee

Detailed Statement of Financial Activities

Year ended 31 March 2023

	2023	2022
	£	£
Income and endowments		
Donations and legacies		
Donations	**5,961**	1,885
Lloyds Foundation	**2,250**	25,000
WCVA	**9,457**	28,371
CC Swansea Co-Production Grant	**25,000**	25,000
SCVS	**8,049**	–
Screwfix Foundation	**3,000**	–
Austin Bailey	**650**	500
Integrated Community Fund	**12,174**	5,400
Barchester Foundation	**–**	500
Neath Port Talbot Wellbeing	**–**	5,000
CC Swansea Health Check Promotion	**–**	50,000
	66,541	141,656
Other income		
Other income	**4,582**	6,063
Total income	**71,123**	147,719
Expenditure		
Expenditure on charitable activities		
Wages and salaries	**100,054**	58,650
Pension costs	**1,310**	1,849
Rent	**1,750**	1,592
Rates and water	**–**	24
Insurance	**393**	388
Other motor/travel costs	**6,070**	1,443
Legal and professional fees	**2,720**	2,873
Telephone	**4,700**	3,249
Other office costs	**11,541**	7,761
Depreciation	**615**	615
Other interest payable and similar charges	**82**	70
Sundry expenses	**–**	570
Staff training	**541**	128
Advertising and publicity	**479**	3,148
Event costs	**9,579**	1,845
	139,834	84,205
Other expenditure		
Other interest and charges	**–**	(17)
Total expenditure	**139,834**	84,188

Your Voice Advocacy Project

Company Limited by Guarantee

Detailed Statement of Financial Activities *(continued)*

Year ended 31 March 2023

	2023	2022
	£	£
Net (expenditure)/income	**(68,711)**	63,531

Your Voice Advocacy Project

Company Limited by Guarantee

Notes to the Detailed Statement of Financial Activities

Year ended 31 March 2023

	2023	2022
	£	£
Expenditure on charitable activities		
Activity type 1		
Activities undertaken directly		
Direct charitable activity 1 - wages/salaries	**100,054**	58,650
Direct charitable activity 1 - pension costs	**1,310**	1,849
Direct charitable activity 1 - rent	**1,750**	1,592
Direct charitable activity 1 - rates & water	**–**	24
Direct charitable activity 1 - insurance	**393**	388
Direct charitable activity 1 - other motor/travel costs	**6,070**	1,443
Direct charitable activity 1 - legal and professional fees	**–**	299
Direct charitable activity 1 - telephone	**4,700**	3,249
Direct charitable activity 1 - other office costs	**11,541**	7,761
Direct charitable activity 1 - depreciation	**615**	615
Sundry expenses	**–**	570
Staff training	**541**	128
Advertising and publicity	**479**	3,148
Event costs	**9,579**	1,845
	137,032	81,561
Governance costs		
Governance costs - accountancy fees	**2,720**	2,574
Bank Charges	**82**	70
	2,802	2,644
Expenditure on charitable activities	**139,834**	84,205

YOUR VOICE ADVOCACY PROJECT

England & Wales - Charity number 1001271

Accounts

COMPANY REGISTRATION NUMBER: 02553487

CHARITY REGISTRATION NUMBER: 1001271

Your Voice Advocacy Project

Company Limited by Guarantee

Unaudited Financial Statements

31 March 2022

GORDON DOWN & COMPANY LIMITED

Accountants and Business Advisors

144 Walter Road

Swansea

SA1 5RW

Your Voice Advocacy Project

Company Limited by Guarantee

Financial Statements

Year ended 31 March 2022

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Your Voice Advocacy Project

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 March 2022

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2022.

Reference and administrative details

Registered charity name	Your Voice Advocacy Project
Charity registration number	1001271
Company registration number	02553487
Principal office and registered office	PO BOX 737 Swansea SA1 9RS

The trustees

Mr C West	
Mr M Cohen	(Retired 31 March 2022)
Miss B Jacobs	(Retired 31 March 2022)
Mrs E Jenkins	
Mr R Wilson	(Appointed 1 September 2021)
Mr R Williams	(Appointed 1 September 2021)
Mrs A Morgan	(Appointed 1 September 2021)

Independent examiner	Philip Harris ACA 144 Walter Road Swansea SA1 5RW

Structure, governance and management

Structure

The Management Committee confirms that the annual report and financial statements of the charity comply with the requirements of the charity's governing documents and the provisions of the Statement of Recommended Practice 2005 (SORP 2005).

Legal Status

The Charity is a company, limited by guarantee, registration number 2553487. It is registered with the Charity Commission, number 1001271.

Method of Appointment

The Management of the Charity is the responsibility of the management Committee and its officers who are elected and co-opted under the terms of the Charity Commission Scheme.

Related Parties

There were no related party transactions to report.

Structure, governance and management *(continued)*

Trustee induction and training

Most trustees are already familiar with the practical work of the charity as most were previously involved in Your Voice Advocacy Project in some way. They are also regularly invited to take part in team-building and staff development days and other Your Voice Advocacy Project events.

Additionally, new trustees are given various documentation to familiarise themselves with the charity and the context within which it operates. These cover:

The obligations of Management Committee members

The main documents which set out the operational framework for the charity including the Memorandum and Articles

Resourcing and the current financial position as set out in the latest published accounts

Future plans and objectives.

Structure, governance and management *(continued)*

Risk Management

The Management Committee has conducted a review of the major risks to which the charity is exposed. A risk register has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the charity. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

The trustees have conducted their own review of the major risks to which the charity is exposed, where at unacceptable levels, haven taken steps to mitigate those risks. The procedures are periodically reviewed to ensure that they still meet the needs of the charity. The principle risks facing the charity and a summary of the key mitigation actions, are noted below.

Risk: Political opposition from competitors

Mitigating Actions:

Focus on building one-to-one relationships with key organisations and individuals Identifying mutual beneficial ways of working and supporting other organisations to achieve their objectives

Recognising expertise and seeking to harness and bring together strengths of competitors in a coalition style network

Risk: Loss of focus/ mission drift

Mitigating Actions:

Regular meetings, involving range of stakeholders including staff and volunteers.

Regular and effective consultation with key client group Having engaged, skilled and trained trustees who provide challenge and support for Your Voice Advocacy Project leadership.

Risk: Staff malpractice/ a safeguarding failure

Mitigating Actions:

Implementing recruitment policies and controls for staff/ volunteers with appropriate DBS checks Regular provision of safeguarding training for all staff and volunteers Effective supervision procedures
Effective risk assessment systems in place

Risk: A major property incident

Mitigating Actions:

Implementation of ongoing property checks

Risk: Loss of key personnel

Mitigating Actions:

Regular appraisals & team meetings
Team development activities

Structure, governance and management *(continued)*

Quality continuing professional development opportunities

Risk: Reduction in clients / service users

Mitigating Actions:
Development of activities and community projects to attract new members

Risk: Loss of funding for projects

Mitigating Actions:
Diversify funding streams
Generate own income

Key management remuneration

The board of Trustees together with key staff members are considered to be the key management personnel of the charity. Details of payments to / from Trustees are disclosed in note 15 to the accounts. Payments made to other key management personnel are given in note 14. The level of payment made to all key management personnel is reviewed annually by Trustees.

Organisational structure

A scheme of delegation is in place and day to day responsibility for the provision of the services rest with the Manager. The Manager is responsible for ensuring that the charity delivers the services specified and that key performance indicators are met and also has responsibility for the day to day operational management of staff, individual supervision of the staff team and also ensuring that the team continue to develop their skills and working practices in line with good practice.

Objectives and activities

Control over the financial affairs is effected by the Trustees.

The objectives of the Your Voice Advocacy Project are the relief of persons with learning difficulties who by reasons of mental handicap have need of such relief within the former County of West Glamorgan ("the beneficiaries") and in particular, but not exclusively:

a) to advance the education and training of the beneficiaries;

b) to relieve the poverty of beneficiaries who are in need;

c) to advance the education of the public in the experiences and needs of the beneficiaries

d) to assist families of beneficiaries in any way calculated to provide such a relief as aforesaid.

Your Voice seeks to promote the rights of people with learning disabilities to make choices and to understand those choices. The charity aims to:

- Enable and empower people to make informed choices and express their views.

- Support people to access appropriate information and services.

- Defend and promote the rights and responsibilities of our clients in the community.

- Work in partnership with vulnerable individuals and give them a voice in the decisions that affect their daily lives.

To achieve these aims and objectives Your Voice facilitates several projects and services supporting people with learning disabilities with a wide range of issues and problems, empowering them to have a voice in the decisions that matter. These include:

- Peer Advocacy (empowering service users to support themselves and their peers)

- Independent Professional Advocacy (representing someone who is facing a particular problem or issue in their life)

- Participation Group/Social Groups (supporting people with learning disabilities to take a fuller role in their communities and enjoy social interaction)

- Easy-read conversion to make public documents more accessible and easily understandable (e.g. advice and guidance, reports, assessments,etc.).

Objectives and activities *(continued)*

Volunteers

Volunteer activity returned to normal levels by the middle of 2021-22. In that period, 7 member volunteers provided in the region of 1174 working hours, online and in person, while 8 non-member volunteers delivered 304 hours. They brought with them a variety of skills which have been extremely important for the smooth running of the projects: -

* Providing assistance to other members
* Running online group meetings/activities
* Organising events
* Providing administrative assistance
* Providing assistance with publicity

61 sessions of informal training included:-
Safeguarding - POVA, staying safe online,
Mindfulness
Gender health
Healthy eating/living
Hygiene
Hate crime
Anger management
Alcohol awareness
Bullying
Emergency services
User research - dangers of exploitation
Winter and Summer wellness

Achievements and performance

The charity has continued to support individuals with learning disabilities through independent advocacy, social activities and events.

Your Voice maintains excellent links and works in partnership with Local Authority and Learning Disability Services yet remains independent and able to challenge at high levels. It also has close working relationships with other organisations in the community that provide care and support such as Swansea Bay University Health Board, Ambulance Service, Carers Centre, Community Lives Consortium, Mencap, Mirus and Walsingham, as well as the South Wales Police.

Your Voice is a member of both the Learning Disability Provider Forums in Neath Port Talbot and Swansea which bring together organisations that provide services for people with learning disabilities and vulnerable adults to promote and share best practice. Your Voice is a key partner in the delivery of Swansea's Co-production Strategy. YVA remains a member of national organisations All Wales People First and WCVA and locally of the Councils for Voluntary Services in Neath and Swansea.

In the aftermath of Covid 19 pandemic Your Voice slowly reintroduced face to face meetings, while retaining the convenience of online sessions through 'hybrid' meetings. Bi-monthly activity sheets have continued going to over 150 recipients via post and email. An average of 50 members were engaged in 254 sessions delivered online, i.e. 929 hours on Zoom and from August face-face groups were tentatively reintroduced for 40 sessions (245 hours of activity). Other funding was made available to continue our 'listening service' aimed at our most vulnerable members whose mental health was severely impacted by the isolation of lockdown and its aftermath. YVA raised awareness of learning disability issues by providing training and easy-read conversions, as well as taking part in consultations and surveys. The new virtual world prompted Your Voice to completely redevelop its Website to reflect the range of new activities and to publicly encourage people to join, volunteer for and donate to the organisation. All our materials are now 'branded' with the colours of the YVA logo and created a strong and easily recognisable identity. We have also strengthened our presence on various social media platforms such as Facebook, Instagram and Twitter.

Working from home has become second nature and productivity has increased as a result of not having to travel to a fixed centre or attend meetings in person. YVA was fortunate in being able to distribute office equipment amongst staff. Being locked out of its premises and delivering services from home also forced Your Voice to re-evaluate the usefulness of retaining an office building. The decision to abandon the Craddock Street office was enacted in April 2021.

YVA enjoyed its second year of funding from the Lloyds Bank Foundation, augmented by the support of its enhance consultants who helped with many aspects of our work including, reviewing our aims and aspirations and diversifying our funding. As the year ended, we were commissioned by the West Glamorgan Regional Partnership (WGRP) to run their Learning Disability Strategy engagement events and by Swansea Bay University Health Board (SBUHB) to deliver its campaign to improve the take up of Annual Health Checks amongst learning disabled adults.

Financial review

The Charity's net incomings for the year amounted to £63,531 (compared to net incoing resources in 2021 of £22,041). There were various restricted funds received during the year. These funds were expended on salaries and agreed overheads. Any unspent revenue income is carried forward to next year. The total unrestricted funds at the end of the year represent the Charity's free reserves and amounted to £37,801 (2021 - £29,109).

RESERVES POLICY

The Trustees recognise the need for reserves to ensure the principal objectives of the Charity are met. In addition, if one of the main funders were to cease funding the Charity, time would be needed to find an alternative. The loss of funding may result in the need to fund statutory redundancy and other costs which would have to be funded out of accumulated reserves. The trustees seek to achieve a target level of free reserves equal to three months direct charitable costs. At the balance sheet date, the target level of unrestricted funds amounted to £21,047 (2021: £19,032).

POLICY OF RISK

The Charity Commission has recommended that all Trustees review the risks facing their charity and formulate a policy to mitigate those risks. The main risk is that of loss of funding. To mitigate this, the Trustees have put in place a reserves policy.

Going concern

Having considered budgets for the next twelve months, the Trustees are confident that the Charity will continue to meet its liabilities as they fall due for the foreseeable future and consider that there are no material uncertainties about Your Voice Advocacy Project ability to continue as a going concern. It is therefore considered appropriate by the Trustees to prepare the financial statements on a going concern basis.

Plans for future periods

YVA business plan and funding strategy will be reviewed to incorporate further help from Lloyds Foundation with our funding strategy. The 'last minute' commissions from WGRP and SBUHB will develop Your Voice Advocacy's services into new areas such as carrying out surveys and hosting a major event. Changes in funders priorities also requires that greater emphasis is given to community-based activity such as peer advocacy groups and providing opportunities for social interaction. For the same reason, a a concerted effort will be made to collaborate with similar organisations with the aim of making joint applications for funding.

Assuming no resurgence of Covid 19, the charity will organise fundraising events, street collections, and will continue to apply for funding through grants, trusts, contracts and tenders, exploiting any post-Covid resilience support that becomes available.

YVA's priority for the coming year will be to recruit more staff, strengthen the Trustees Board with new member Trustees and (when the time is right) investigate securing new premises. We will be offering a regular 'easy-read' conversion service to organisations committed to making their communications more accessible, including the Community Health Council, SBUHB, local authorities and Police.

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 14/11/2022 and signed on behalf of the board of trustees by:

Mrs A Morgan
Trustee

Your Voice Advocacy Project

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of Your Voice Advocacy Project

Year ended 31 March 2022

I report to the trustees on my examination of the financial statements of Your Voice Advocacy Project ('the charity') for the year ended 31 March 2022.

Responsibilities and basis of report

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements 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 the 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

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 charity as required by section 386 of the 2006 Act; or

2. the financial statements do not accord with those records; or

3. the financial statements 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 financial statements 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.

Philip Harris ACA
Independent Examiner

14/11/2022

144 Walter Road
Swansea
SA1 5RW

Your Voice Advocacy Project

Company Limited by Guarantee

Statement of Financial Activities (including income and expenditure account)

Year ended 31 March 2022

	Note	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total funds £
Income and endowments					
Donations and legacies	5	26,885	114,771	**141,656**	95,868
Other income	6	6,063	–	**6,063**	2,300
Total income		32,948	114,771	**147,719**	98,168
Expenditure					
Expenditure on charitable activities	7,8	39,260	44,945	**84,205**	76,110
Other expenditure	10	(17)	–	**(17)**	17
Total expenditure		39,243	44,945	**84,188**	76,127
Net income		(6,295)	69,826	**63,531**	22,041
Transfers between funds		14,987	(14,987)	–	–
Net movement in funds		8,692	54,839	**63,531**	22,041
Reconciliation of funds					
Total funds brought forward		29,109	20,401	**49,510**	27,469
Total funds carried forward		37,801	75,240	**113,041**	49,510

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

The notes on pages 13 to 21 form part of these financial statements.

Your Voice Advocacy Project

Company Limited by Guarantee

Statement of Financial Position

31 March 2022

	Note	2022 £	£	2021 £
Fixed assets				
Tangible fixed assets	16		1,843	2,458
Current assets				
Debtors	17	1,145		–
Cash at bank and in hand		111,710		49,539
		112,855		49,539
Creditors: amounts falling due within one year	18	1,657		2,487
Net current assets			111,198	47,052
Total assets less current liabilities			113,041	49,510
Net assets			113,041	49,510
Funds of the charity				
Restricted funds			75,240	20,401
Unrestricted funds			37,801	29,109
Total charity funds	20		113,041	49,510

For the year ending 31 March 2022 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved by the board of trustees and authorised for issue on 14/11/2022, and are signed on behalf of the board by:

Mrs A Morgan
Trustee

The notes on pages 13 to 21 form part of these financial statements.

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is PO BOX 737, Swansea, SA1 9RS.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

3. Accounting policies *(continued)*

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible assets

All fixed assets are initially recorded at cost.

3. Accounting policies *(continued)*

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Equipment	-	20% straight line

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

4. Limited by guarantee

The Charity is a company limited by guarantee and therefore has no share capital.

5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	**Total Funds 2022 £**
Donations			
Donations	1,885	–	**1,885**
Grants			
Lloyds Foundation	25,000	–	**25,000**
WCVA	–	28,371	**28,371**
CC Swansea Co-Production Grant	–	25,000	**25,000**
Moondance Foundation	–	–	**–**
Neath Port Talbot Covid Resilience (Health)	–	–	**–**
Wales Community Foundation	–	–	**–**
Austin Bailey	–	500	**500**
Integrated Community Fund	–	5,400	**5,400**
Barchester Foundation	–	500	**500**
Neath Port Talbot Wellbeing	–	5,000	**5,000**
CC Swansea Health Check Promotion	–	50,000	**50,000**
	26,885	114,771	**141,656**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Donations			
Donations	660	–	660

5. Donations and legacies *(continued)*

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Grants			
Lloyds Foundation	25,000	–	25,000
WCVA	–	–	–
CC Swansea Co-Production Grant	–	25,000	25,000
Moondance Foundation	–	15,000	15,000
Neath Port Talbot Covid Resilience (Health)	–	3,676	3,676
Wales Community Foundation	–	5,000	5,000
Austin Bailey	–	–	–
Integrated Community Fund	–	21,532	21,532
Barchester Foundation	–	–	–
Neath Port Talbot Wellbeing	–	–	–
CC Swansea Health Check Promotion	–	–	–
	25,660	70,208	95,868

6. Other income

	Unrestricted Funds £	**Total Funds 2022 £**	Unrestricted Funds £	Total Funds 2021 £
Other income	6,063	**6,063**	2,300	2,300

7. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	**Total Funds 2022 £**
Activity type 1	36,617	44,945	**81,561**
Support costs	2,643	–	**2,644**
	39,260	44,945	**84,205**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Activity type 1	22,797	50,849	73,648
Support costs	2,464	–	2,462
	25,261	50,849	76,110

8. Expenditure on charitable activities by activity type

	Activities undertaken directly	Support costs	**Total funds 2022**	Total fund 2021
	£	£	**£**	£
Activity type 1	81,561	–	**81,561**	73,648
Governance costs	–	2,644	**2,644**	2,462
	81,561	2,644	**84,205**	76,110

9. Analysis of support costs

	Analysis of support costs activity 1	**Total 2022**	Total 2021
	£	**£**	£
Finance costs	70	**70**	57
Support costs - Accountancy	2,574	**2,574**	2,406
	2,644	**2,644**	2,463

10. Other expenditure

	Unrestricted Funds	**Total Funds 2022**	Unrestricted Funds	Total Funds 2021
	£	**£**	£	£
Other interest and charges	(17)	**(17)**	17	17

11. Net income

Net income is stated after charging/(crediting):

	2022	2021
	£	£
Depreciation of tangible fixed assets	**615**	970

12. Independent examination fees

	2022	2021
	£	£
Fees payable to the independent examiner for:		
Independent examination of the financial statements	**1,272**	1,272

13. Staff costs

The average head count of employees during the year was 5 (2021: 4). The average number of full-time equivalent employees during the year is analysed as follows:

	2022	2021
	No.	No.
Number of Staff	**5**	4

13. Staff costs *(continued)*

No employee received employee benefits of more than £60,000 during the year (2021: Nil).

14. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

15. Transfers between funds

The transfer from unrestricted reserves to restricted reserves is in relation to money spent over and above the grants received from the grant providers.

16. Tangible fixed assets

	Equipment £	Total £
Cost		
At 1 April 2021 and 31 March 2022	14,830	14,830
Depreciation		
At 1 April 2021	12,372	12,372
Charge for the year	615	615
At 31 March 2022	12,987	12,987
Carrying amount		
At 31 March 2022	1,843	1,843
At 31 March 2021	2,458	2,458

17. Debtors

	2022 £	2021 £
Other debtors	1,145	–

18. Creditors: amounts falling due within one year

	2022 £	2021 £
Accruals and deferred income	1,657	1,267
Social security and other taxes	–	1,074
Other creditors	–	146
	1,657	2,487

19. Pensions and other post retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £1,849 (2021: £810).

20. Analysis of charitable funds

Unrestricted funds

	At 1 April 2021	Income	Expenditure	Transfers	At 31 March 2022
	£	£	£	£	£
General funds	29,109	32,948	(39,243)	14,987	37,801

	At 1 April 2020	Income	Expenditure	Transfers	At 31 March 2021
	£	£	£	£	£
General funds	26,412	27,960	(25,278)	15	29,109

20. Analysis of charitable funds *(continued)*

Restricted funds

	At 1 April 2021 £	Income £	Expenditure £	Transfers £	At 31 March 2022 £
Restricted Fund 1 - Big Lottery	–	–	–	–	–
Restricted Fund 2 - Lloyds Foundation	–	–	–	–	–
Restricted Fund 3 - SCVS	–	–	–	–	–
Restricted fund 7 - Awards For All	–	–	–	–	–
Austin Bailey	–	500	–	–	500
ABMU - Integrated Community Fund	1,607	5,400	(7,013)	6	–
Moondance Foundation	15,000	–	–	(15,000)	–
Neath Port Talbot Covid Resilience	–	–	–	–	–
CC Swansea Co-Production Grant	1,335	25,000	(24,596)	–	1,739
Wales Community Foundation	2,459	–	(615)	–	1,844
Barchester Foundation	–	500	(507)	7	–
NPT Wellbeing Group	–	5,000	–	–	5,000
CC Swansea SUHB Health Check Promotion	–	50,000	(12,214)	–	37,786
WCVA	–	28,371	–	–	28,371
	20,401	114,771	(44,945)	(14,987)	75,240

	At 1 April 2020 £	Income £	Expenditure £	Transfers £	At 31 March 2021 £
Restricted Fund 1 - Big Lottery	197	–	(197)	–	–
Restricted Fund 2 - Lloyds Foundation	46	–	(46)	–	–
Restricted Fund 3 - SCVS	10	–	(10)	–	–
Restricted fund 7 - Awards For All	67	–	(67)	–	–
Austin Bailey	–	–	–	–	–
ABMU - Integrated Community Fund	737	21,532	(20,662)	–	1,607
Moondance Foundation	–	15,000	–	–	15,000
Neath Port Talbot Covid Resilience	–	3,676	(3,668)	(8)	–
CC Swansea Co-Production Grant	–	25,000	(23,665)	–	1,335
Wales Community Foundation	–	5,000	(2,534)	(7)	2,459

Barchester Foundation	–	–	–	–	–

20. Analysis of charitable funds *(continued)*

NPT Wellbeing Group	–	–	–	–	–
CC Swansea SUHB Health Check Promotion	–	–	–	–	–
WCVA	–	–	–	–	–
	1,057	70,208	(50,849)	(15)	20,401

21. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	**Total Funds 2022 £**
Tangible fixed assets	–	1,843	**1,843**
Current assets	39,459	73,396	**112,855**
Creditors less than 1 year	(1,657)	–	**(1,657)**
Net assets	37,802	75,239	**113,041**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Tangible fixed assets	–	2,458	2,458
Current assets	31,597	17,942	49,539
Creditors less than 1 year	(2,487)	–	(2,487)
Net assets	29,110	20,400	49,510

Your Voice Advocacy Project

Company Limited by Guarantee

Management Information

Year ended 31 March 2022

The following pages do not form part of the financial statements.

Your Voice Advocacy Project

Company Limited by Guarantee

Detailed Statement of Financial Activities

Year ended 31 March 2022

	2022 £	2021 £
Income and endowments		
Donations and legacies		
Donations	1,885	660
Lloyds Foundation	25,000	25,000
WCVA	28,371	–
CC Swansea Co-Production Grant	25,000	25,000
Moondance Foundation	–	15,000
Neath Port Talbot Covid Resilience (Health)	–	3,676
Wales Community Foundation	–	5,000
Austin Bailey	500	–
Integrated Community Fund	5,400	21,532
Barchester Foundation	500	–
Neath Port Talbot Wellbeing	5,000	–
CC Swansea Health Check Promotion	50,000	–
	141,656	95,868
Other income		
Other income	6,063	2,300
Total income	147,719	98,168

Your Voice Advocacy Project

Company Limited by Guarantee

Detailed Statement of Financial Activities *(continued)*

Year ended 31 March 2022

	2022 £	2021 £
Expenditure		
Expenditure on charitable activities		
Wages and salaries	58,650	49,363
Pension costs	1,849	810
Rent	1,592	7,960
Rates and water	24	616
Light and heat	–	494
Repairs and maintenance	–	228
Insurance	388	388
Other motor/travel costs	1,443	326
Legal and professional fees	2,873	2,526
Telephone	3,249	6,285
Other office costs	7,761	4,528
Depreciation	615	970
Other interest payable and similar charges	70	56
Sundry expenses	570	87
Staff training	128	96
Advertising and publicity	3,148	838
Event costs	1,845	539
	84,205	76,110
Other expenditure		
Other interest and charges	(17)	17
Total expenditure	84,188	76,127
Net income	63,531	22,041

Your Voice Advocacy Project

Company Limited by Guarantee

Notes to the Detailed Statement of Financial Activities

Year ended 31 March 2022

	2022 £	2021 £
Expenditure on charitable activities		
Activity type 1		
Activities undertaken directly		
Direct charitable activity 1 - wages/salaries	58,650	49,363
Direct charitable activity 1 - pension costs	1,849	810
Direct charitable activity 1 - rent	1,592	7,960
Direct charitable activity 1 - rates & water	24	616
Direct charitable activity 1 - light & heat	–	494
Direct charitable activity 1 - repairs & maintenance	–	228
Direct charitable activity 1 - insurance	388	388
Direct charitable activity 1 - other motor/travel costs	1,443	326
Direct charitable activity 1 - legal and professional fees	299	120
Direct charitable activity 1 - telephone	3,249	6,285
Direct charitable activity 1 - other office costs	7,761	4,528
Direct charitable activity 1 - depreciation	615	970
Sundry expenses	570	87
Staff training	128	96
Advertising and publicity	3,148	838
Event costs	1,845	539
	81,561	73,648
Governance costs		
Governance costs - accountancy fees	2,574	2,406
Bank Charges	70	56
	2,644	2,462
Expenditure on charitable activities	84,205	76,110

YOUR VOICE ADVOCACY PROJECT

England & Wales - Charity number 1001271

Accounts

COMPANY REGISTRATION NUMBER: 02553487

CHARITY REGISTRATION NUMBER: 1001271

Your Voice Advocacy Project

Company Limited by Guarantee

Unaudited Financial Statements

31 March 2021

GORDON DOWN & COMPANY LIMITED
Accountants and Business Advisors
144 Walter Road
Swansea
SA1 5RW

Your Voice Advocacy Project

Company Limited by Guarantee

Financial Statements

Year ended 31 March 2021

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Your Voice Advocacy Project

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 March 2021

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2021.

Reference and administrative details

Registered charity name	Your Voice Advocacy Project
Charity registration number	1001271
Company registration number	02553487
Principal office and registered office	22 Craddock Street Swansea West Glam SA1 3HE

The trustees

Mr C West	
Mr M Cohen	
Miss B Jacobs	
Mrs E Jenkins	
Mr R Wilson	(Appointed 1 September 2021)
Mr R Williams	(Appointed 1 September 2021)
Mrs A Moragn	(Appointed 1 September 2021)

Company secretary	Mr M Cohen
Independent examiner	Philip Harris ACA 144 Walter Road Swansea SA1 5RW

Structure, governance and management

Structure

The Management Committee confirms that the annual report and financial statements of the charity comply with the requirements of the charity's governing documents and the provisions of the Statement of Recommended Practice 2005 (SORP 2005).

Legal Status

The Charity is a company, limited by guarantee, registration number 2553487. It is registered with the Charity Commission, number 1001271.

Method of Appointment

The Management of the Charity is the responsibility of the management Committee and its officers who are elected and co-opted under the terms of the Charity Commission Scheme.

Structure, governance and management *(continued)*

Related Parties
There were no related party transactions to report.

Trustee induction and training

Most trustees are already familiar with the practical work of the charity as most were previously involved in Your Voice Advocacy Project in some way. They are also regularly invited to take part in team-building and staff development days and other Your Voice Advocacy Project events.

Additionally, new trustees are given various documentation to familiarise themselves with the charity and the context within which it operates. These cover:

The obligations of Management Committee members

The main documents which set out the operational framework for the charity including the Memorandum and Articles

Resourcing and the current financial position as set out in the latest published accounts

Future plans and objectives.

Structure, governance and management *(continued)*

Risk Management

The Management Committee has conducted a review of the major risks to which the charity is exposed. A risk register has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the charity. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

The trustees have conducted their own review of the major risks to which the charity is exposed, where at unacceptable levels, haven taken steps to mitigate those risks. The procedures are periodically reviewed to ensure that they still meet the needs of the charity. The principle risks facing the charity and a summary of the key mitigation actions, are noted below.

Risk: Political opposition from competitors

Mitigating Actions:

Focus on building one-to-one relationships with key organisations and individuals identifying mutual beneficial ways of working and supporting other organisations to achieve their objectives

Recognising expertise and seeking to harness and bring together strengths of competitors in a coalition style network

Risk: Loss of focus/ mission drift

Mitigating Actions:

Regular meetings involving range of stakeholders including staff and volunteers.

Regular and effective consultation with key client group Having engaged, skilled and trained trustees who provide challenge and support for Your Voice Advocacy Project leadership.

Risk: Staff malpractice/ a safeguarding failure

Mitigating Actions:

Implementing recruitment policies and controls for staff, volunteers with appropriate DBS checks
Regular provision of safeguarding training for all staff and volunteers Effective supervision procedures
Effective risk assessment systems in place

Risk: A major property incident

Mitigating Actions:

Implementation of ongoing property checks

Risk: Loss of key personnel

Mitigating Actions:

Regular appraisals & team meetings
Team development activities

Structure, governance and management *(continued)*

Quality continuing professional development opportunities

Risk: Reduction in clients / service users

Mitigating Actions:
Development of activities and community projects to attract new members

Risk: Loss of funding for projects

Mitigating Actions:
Diversify funding streams
Generate own income

Key management remuneration

The board of Trustees together with key staff members are considered to be the key management personnel of the charity. Details of payments to / from Trustees are disclosed in note 15 to the accounts. Payments made to other key management personnel are given in note 14. The level of payment made to all key management personnel is reviewed annually by Trustees.

Organisational structure

A scheme of delegation is in place and day to day responsibility for the provision of the services rest with the Manager. The Manager is responsible for ensuring that the charity delivers the services specified and that key performance indicators are met and also has responsibility for the day to day operational management of staff, individual supervision of the staff team and also ensuring that the team continue to develop their skills and working practices in line with good practice.

Objectives and activities

Control over the financial affairs is effected by the Trustees.

The objectives of the Your Voice Advocacy Project are the relief of persons with learning difficulties who by reasons of mental handicap have need of such relief within the former County of West Glamorgan ("the beneficiaries") and in particular, but not exclusively:

a) to advance the education and training of the beneficiaries:

b) to relieve the poverty of beneficiaries who are in need:

c) to advance the education of the public in the experiences and needs of the beneficiaries

d) to assist families of beneficiaries in any way calculated to provide such a relief as aforesaid.

Your Voice seeks to promote the rights of people with learning disabilities to make choices and to understand those choices. The charity aims to:

- Enable and empower people to make informed choices and express their views.- Support people to access appropriate information and services.
- Defend and promote the rights and responsibilities of our clients in the community.- Work in partnership with vulnerable individuals and give them a voice in the decisions that affect their daily lives.

To achieve these aims and objectives Your Voice facilitates several projects and services supporting people with learning disabilities with a wide range of issues and problems, empowering them to have a voice in the decisions that matter. These include:

- Peer Advocacy (empowering service users to support themselves and their peers)- Professional Advocacy (representing someone who is facing a particular problem or issue in their life)- Crisis Advocacy (representing someone who is at a serious crisis point)- Participation Group/Social Groups (Supporting people with learning disabilities to take a fuller role in their communities and enjoy social interaction)

Objectives and activities *(continued)*

Volunteers

The advent of the Covid 19 Pandemic and 'lockdown' in March, severely restricted the activities of our volunteers, which only returned to normal levels towards the end of 2020. In the period since, 3 member volunteers provided in the region of 70 valuable working hours. They brought with them a variety of skills which have been extremely important for the smooth running of the projects: -

* Providing assistance to other members
* Running online group meetings activities
* Organising events
* Providing administrative assistance
* Providing assistance with publicity

17 sessions of informal training included:-

* Using Zoom
* Safeguarding - staying safe on the Internet
* Dealing with bereavement

Achievements and performance

The charity has continued to support individuals with learning disabilities through independent advocacy, social activities and events.

Your Voice maintains excellent links and works in partnership with Local Authority and Learning Disability Services yet remain independent and able to challenge at high levels. It also has close working relationships with other organisations in the community that provide care and support such as the Health Board, Carers Centre, Community Lives Consortium, Mencap, Mirus and Walsingham, as well as the South Wales Police.

Your Voice are members of the Learning Disability Provider Forums in both Neath Port Talbot and Swansea which brings together organisations including those above, residential care providers and Social Services that provide services for people with learning disabilities and vulnerable adults to promote and share best practice. Your Voice is a key partner in the delivery of Swansea's Co-production Strategy. YVA remains a member of national organisations All Wales People First and WCVA and locally of the Councils for Voluntary Services in Neath and Swansea.

The Covid 19 pandemic and the 'locking down' of society from the end of March 2020 forced Your Voice to move its activities entirely online. Staff adapted rapidly to the transformed environment communicating with members through weekly online meetings and regular activity sheets. An average 80 activity packs per month were posted during the year. 242 sessions were delivered online, i.e. 508 hours on Zoom. The overriding focus of the organisation became safeguarding the mental and physical wellbeing of of its members by providing reliable information on the Covid safety measures and regular activities. Grant funding was secured to improve members 'connectivity' through the provision of computer tablets and broadband connnections. Other funding was made available to offer a 'listening service' to our most vulnerable members whose mental health was severely impacted by the isolation imposed by lockdown. 30 members were helped to access food and provided with Xmas dinner or Xmas Wellness boxes. YVA raised awareness of learning disability issues by providing training and easy-read conversions, as well as taking part in consultations and surveys. The new virtual world prompted Your Voice to completely redevelop its Website to reflect the range of new activities and to publicly encourage people to join, volunteer for and donate to the organisation.

Being locked out of its premises and delivering services from home also forced Your Voice to re-evaluate the usefulness of retaining an office building. The period of lockdown had proved that an expensive office building was not essential to achieving its aims, which could be done with greater versatility and flexibility working from home and basing activities in the community. The decision was therefore made to clear the Craddock Street office and relinquish the tenancy by April 2021.

As the year ended, YVA was successful in securing a development partnership and unrestricted funding of £25,000 from the Lloyds Bank Foundation, which offered expert support and the opportunity to work with 16 other development partner organisations, including three other People First's in Wales.

Financial review

The Charity's net incomings for the year amounted to £22,041 (compared to net incoing resources in 2020 of £24,118). There were various restricted funds received during the year. These funds were expended on salaries and agreed overheads. Any unspent revenue income is carried forward to next year. The total unrestricted funds at the end of the year represent the Charity's free reserves and amounted to £29,109 (2020 - £26,412).

RESERVES POLICY

The Trustees recognise the need for reserves to ensure the principal objectives of the Charity are met. In addition, if one of the main funders were to cease funding the Charity, time would be needed to find an alternative. The loss of funding may result in the need to fund statutory redundancy and other costs which would have to be funded out of accumulated reserves. The trustees seek to achieve a target level of free reserves equal to three months direct charitable costs. At the balance sheet date, the target level of unrestricted funds amounted to £28,572 (2019: £29,095).

POLICY OF RISK

The Charity Commission has recommended that all Trustees review the risks facing their charity and formulate a policy to mitigate those risks. The main risk is that of loss of funding. To mitigate this, the Trustees have put in place a reserves policy.

Going concern

Having considered budgets for the next twelve months, the Trustees are confident that the Charity will continue to meet its liabilities as they fall due for the foreseeable future and consider that there are no material uncertainties about Your Voice Advocacy Project ability to continue as a going concern. It is therefore considered appropriate by the Trustees to prepare the financial statements on a going concern basis.

Plans for future periods

Price structures are being set up with a view to charging for independent advocacy provision and related services such as training, workshops and easy-read conversion in addition to current services.

A business plan and funding strategy have been drawn up with the support of Lloyds Bank Foundation with the aim of developing Your Voice Advocacy's services into new areas such as working with geographical locations and people that they have not targeted previously. Changes in funders priorities also requires that greater emphasis is given to community-based activity such as peer advocacy groups and providing opportunities for social interaction. For the same reason, a concerted effort will be made to to collaborate with similar organisations with the aim of sharing costs and workspace and making joint applications for funding.

Covid 19 allowing, the charity will organise fundraising events, street collections, and will continue to apply for funding through grants, trusts, contracts and tenders.

The Covid 19 pandemic has meant that the charity has had to cancel or postpone a number of events and has restricted the ability to meet with service users. The charity has taken steps to ensure that it is able to continue to safely offer support and advice to any service user that need assistance.

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 22 November 2021 and signed on behalf of the board of trustees by:

Mr M Cohen
Charity Secretary

Your Voice Advocacy Project

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of Your Voice Advocacy Project

Year ended 31 March 2021

I report to the trustees on my examination of the financial statements of Your Voice Advocacy Project ('the charity') for the year ended 31 March 2021.

Responsibilities and basis of report

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements 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 the 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

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 charity as required by section 386 of the 2006 Act; or

2. the financial statements do not accord with those records; or

3. the financial statements 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 financial statements 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.

P. Harris 22/11/2021

Philip Harris ACA
Independent Examiner

144 Walter Road
Swansea
SA1 5RW

Your Voice Advocacy Project

Company Limited by Guarantee

Statement of Financial Activities
(including income and expenditure account)

Year ended 31 March 2021

	Note	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
Income and endowments					
Donations and legacies	5	25,660	70,208	95,868	22,697
Charitable activities	6	–	–	–	111,478
Other trading activities	7	–	–	–	2,398
Other income	8	2,300	–	2,300	1,835
Total income		27,960	70,208	98,168	138,408
Expenditure					
Expenditure on charitable activities	9,10	25,261	50,849	76,110	114,290
Other expenditure	12	17	–	17	–
Total expenditure		25,278	50,849	76,127	114,290
Net income		2,682	19,359	22,041	24,118
Transfers between funds		15	(15)	–	–
Net movement in funds		2,697	19,344	22,041	24,118
Reconciliation of funds					
Total funds brought forward		26,412	1,057	27,469	3,351
Total funds carried forward		29,109	20,401	49,510	27,469

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

The notes on pages 13 to 21 form part of these financial statements.

Your Voice Advocacy Project

Company Limited by Guarantee

Statement of Financial Position

31 March 2021

	Note	2021 £	£	2020 £
Fixed assets				
Tangible fixed assets	18		2,458	355
Current assets				
Cash at bank and in hand		49,539		30,092
Creditors: amounts falling due within one year	19	2,487		2,978
Net current assets			47,052	27,114
Total assets less current liabilities			49,510	27,469
Net assets			49,510	27,469
Funds of the charity				
Restricted funds			20,401	1,057
Unrestricted funds			29,109	26,412
Total charity funds	21		49,510	27,469

For the year ending 31 March 2021 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved by the board of trustees and authorised for issue on 22 November 2021, and are signed on behalf of the board by:

Mr M Cohen
Trustee

The notes on pages 13 to 21 form part of these financial statements.

Your Voice Advocacy Project

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31 March 2021

1. General information

The charity is a public benefit entity and a private company limited by guarantee registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 22 Craddock Street, Swansea, West Glam, SA1 3HE.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

3. Accounting policies *(continued)*

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity: it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible assets

All fixed assets are initially recorded at cost.

3. **Accounting policies** *(continued)*

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Equipment	-	20% straight line

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

4. **Limited by guarantee**

The Charity is a company limited by guarantee and therefore has no share capital.

5. **Donations and legacies**

	Unrestricted Funds £	Restricted Funds £	**Total Funds 2021 £**
Donations			
Donations	660	–	660
Grants			
Lloyds Foundation	25,000	–	25,000
CC Swansea Co-Production Grant	–	25,000	25,000
Moondance Foundation	–	15,000	15,000
Neath Port Talbot Covid Resilience (Health)	–	3,676	3,676
Wales Community Foundation	–	5,000	5,000
Integrated Community Fund	–	21,532	21,532
	25,660	70,208	95,868

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Donations			
Donations	697	–	697

5. Donations and legacies *(continued)*

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Grants			
Lloyds Foundation	–	–	–
CC Swansea Co-Production Grant	–	–	–
Moondance Foundation	–	–	–
Neath Port Talbot Covid Resilience (Health)	–	–	–
Wales Community Foundation	–	–	–
Integrated Community Fund	–	22,000	22,000
	697	22,000	22,697

6. Charitable activities

	Unrestricted Funds £	**Total Funds 2021 £**	Unrestricted Funds £	Total Funds 2020 £
SLA Income	–	–	111,478	111,478

7. Other trading activities

	Unrestricted Funds £	**Total Funds 2021 £**	Unrestricted Funds £	Total Funds 2020 £
Other operating income	–	–	2,398	2,398

8. Other income

	Unrestricted Funds £	**Total Funds 2021 £**	Unrestricted Funds £	Total Funds 2020 £
Other income	2,300	**2,300**	1,835	1,835

9. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	**Total Funds 2021 £**
Activity type 1	22,797	50,849	**73,648**
Support costs	2,464	–	**2,462**
	25,261	50,849	**76,110**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Activity type 1	89,190	22,617	111,808
Support costs	2,482	1	2,482
	91,672	22,618	114,290

10. Expenditure on charitable activities by activity type

	Activities undertaken directly £	Support costs £	**Total funds 2021 £**	Total fund 2020 £
Activity type 1	73,648	–	**73,648**	111,808
Governance costs	–	2,462	**2,462**	2,482
	73,648	2,462	**76,110**	114,290

11. Analysis of support costs

	Analysis of support costs activity 1 £	**Total 2021 £**	Total 2020 £
Finance costs	57	**57**	143
Support costs - Accountancy	2,406	**2,406**	2,340
	2,463	**2,463**	2,483

12. Other expenditure

	Unrestricted Funds £	**Total Funds 2021 £**	Unrestricted Funds £	Total Funds 2020 £
Other interest and charges	17	**17**	–	–

13. Net income

Net income is stated after charging (crediting):

	2021	2020
	£	£
Depreciation of tangible fixed assets	970	356

14. Independent examination fees

	2021	2020
	£	£
Fees payable to the independent examiner for:		
Independent examination of the financial statements	1,272	1,260

15. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2021	2020
	£	£
Wages and salaries	49,363	82,146
Employer contributions to pension plans	810	1,573
	50,173	83,719

The average head count of employees during the year was 4 (2020: 5). The average number of full-time equivalent employees during the year is analysed as follows:

	2021	2020
	No.	No.
Number of Staff	4	5

No employee received employee benefits of more than £60,000 during the year (2020: Nil).

16. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

17. Transfers between funds

The transfer from unrestricted reserves to restricted reserves is in relation to money spent over and above the grants received from the grant providers.

18. Tangible fixed assets

	Equipment £	Total £
Cost		
At 1 April 2020	11,757	11,757
Additions	3,073	3,073
At 31 March 2021	14,830	14,830
Depreciation		
At 1 April 2020	11,402	11,402
Charge for the year	970	970
At 31 March 2021	12,372	12,372
Carrying amount		
At 31 March 2021	2,458	2,458
At 31 March 2020	355	355

19. Creditors: amounts falling due within one year

	2021 £	2020 £
Accruals and deferred income	1,267	1,524
Social security and other taxes	1,074	1,454
Other creditors	146	–
	2,487	2,978

20. Pensions and other post retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £810 (2020: £1,573).

21. Analysis of charitable funds

Unrestricted funds

	At 1 April 2020 £	Income £	Expenditure £	Transfers £	At 31 March 2021 £
General funds	26,412	27,960	(25,278)	15	29,109

	At 1 April 2019 £	Income £	Expenditure £	Transfers £	At 31 March 2020 £
General funds	1,676	116,408	(91,672)	–	26,412

21. Analysis of charitable funds *(continued)*

Restricted funds

	At 1 April 2020 £	Income £	Expenditure £	Transfers £	At 31 March 2021 £
Restricted Fund 1 - Big Lottery	197	–	(197)	–	–
Restricted Fund 2 - Lloyds Foundation	46	–	(46)	–	–
Restricted Fund 3 - SCVS	10	–	(10)	–	–
Restricted fund 7 - Awards For All	67	–	(67)	–	–
ABMU - Integrated Community Fund	737	21,532	(20,662)	–	1,607
Moondance Foundation	–	15,000	–	–	15,000
Neath Port Talbot Covid Resilience	–	3,676	(3,668)	(8)	–
CC Swansea Co-Production Grant	–	25,000	(23,665)	–	1,335
Wales Community Foundation	–	5,000	(2,534)	(7)	2,459
	1,057	70,208	(50,849)	(15)	20,401

	At 1 April 2019 £	Income £	Expenditure £	Transfers £	At 31 March 2020 £
Restricted Fund 1 - Big Lottery	393	–	(198)	–	195
Restricted Fund 2 - Lloyds Foundation	93	–	(46)	–	47
Restricted Fund 3 - SCVS	21	–	(11)	–	10
Restricted fund 7 - Awards For All	135	–	(67)	–	68
ABMU - Integrated Community Fund	1,033	22,000	(22,296)	–	737
Moondance Foundation	–	–	–	–	–
Neath Port Talbot Covid Resilience	–	–	–	–	–
CC Swansea Co-Production Grant	–	–	–	–	–
Wales Community Foundation	–	–	–	–	–
	1,675	22,000	(22,618)	–	1,057

22. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Tangible fixed assets	–	2,458	2,458
Current assets	31,597	17,942	49,539
Creditors less than 1 year	(2,487)	–	(2,487)
Net assets	29,110	20,400	49,510

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Tangible fixed assets	35	320	355
Current assets	29,355	737	30,092
Creditors less than 1 year	(2,978)	–	(2,978)
Net assets	26,412	1,057	27,469

Your Voice Advocacy Project

Company Limited by Guarantee

Management Information

Year ended 31 March 2021

The following pages do not form part of the financial statements.

Your Voice Advocacy Project

Company Limited by Guarantee

Detailed Statement of Financial Activities

Year ended 31 March 2021

	2021 £	2020 £
Income and endowments		
Donations and legacies		
Donations	660	697
Lloyds Foundation	25,000	–
CC Swansea Co-Production Grant	25,000	–
Moondance Foundation	15,000	–
Neath Port Talbot Covid Resilience (Health)	3,676	–
Wales Community Foundation	5,000	–
Integrated Community Fund	21,532	22,000
	95,868	22,697
Charitable activities		
SLA Income	–	111,478
Other trading activities		
Other operating income	–	2,398
Other income		
Other income	2,300	1,835
Total income	98,168	138,408

Your Voice Advocacy Project

Company Limited by Guarantee

Detailed Statement of Financial Activities *(continued)*

Year ended 31 March 2021

	2021	2020
	£	£
Expenditure		
Expenditure on charitable activities		
Wages and salaries	49,363	82,146
Pension costs	810	1,573
Rent	7,960	6,368
Rates and water	616	539
Light and heat	494	487
Repairs and maintenance	228	1,169
Insurance	388	1,083
Other motor travel costs	326	3,098
Legal and professional fees	2,526	2,417
Telephone	6,285	5,866
Other office costs	4,528	2,960
Depreciation	970	356
Other interest payable and similar charges	56	142
Sundry expenses	87	135
Staff training	96	1,081
Advertising	838	838
Event costs	539	4,032
	76,110	114,290
Other expenditure		
Other interest and charges	17	–
Total expenditure	76,127	114,290
Net income	22,041	24,118

Your Voice Advocacy Project

Company Limited by Guarantee

Notes to the Detailed Statement of Financial Activities

Year ended 31 March 2021

	2021 £	2020 £
Expenditure on charitable activities		
Activity type 1		
Activities undertaken directly		
Direct charitable activity 1 - wages salaries	49,363	82,146
Direct charitable activity 1 - pension costs	810	1,573
Direct charitable activity 1 - rent	7,960	6,368
Direct charitable activity 1 - rates & water	616	539
Direct charitable activity 1 - light & heat	494	487
Direct charitable activity 1 - repairs & maintenance	228	1,169
Direct charitable activity 1 - insurance	388	1,083
Direct charitable activity 1 - other motor/travel costs	326	3,098
Direct charitable activity 1 - legal and professional fees	120	77
Direct charitable activity 1 - telephone	6,285	5,866
Direct charitable activity 1 - other office costs	4,528	2,960
Direct charitable activity 1 - depreciation	970	356
Sundry expenses	87	135
Staff training	96	1,081
Advertising	838	838
Event costs	539	4,032
	73,648	111,808
Governance costs		
Governance costs - accountancy fees	2,406	2,340
Bank Charges	56	142
	2,462	2,482
Expenditure on charitable activities	76,110	114,290