

**REGISTERED COMPANY NUMBER: 03180805 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1055211**

**Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 31st March 2021**

**for**

**Advocacy Matters (Wales)**

**BPU Limited  
Chartered Accountants  
Radnor House  
Greenwood Close  
Cardiff Gate Business Park  
Cardiff  
CF23 8AA**

## **Advocacy Matters (Wales)**

### **Contents of the Financial Statements for the Year Ended 31st March 2021**

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	<b>Page</b>
Report of the Trustees	1
Report of the Independent Examiner	2
Statement of Financial Activities	3
Balance Sheet	4
Notes to the Financial Statements	5 to 12
Detailed Statement of Financial Activities	13

## **ADVOCACY MATTERS (WALES)**

**Year ended 31<sup>st</sup> March 2021**

### **Directors/Trustees Report:**

The charity trustees (who are also directors for the purpose of company law) present their annual report and financial statements for the year ended 31<sup>st</sup> March 2021 which also meets the requirements of a director's report for Companies Act purposes. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and reporting by charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard applicable in the UK and republic of Ireland (FRS 102) incorporating section 1a for smaller entities.

### **Objectives and Activities:**

On the 8<sup>th</sup> February 2018, the management committee passed a Special Resolution to amend Advocacy Matters (Wales) objects. On this date the Articles of association was updated and the updated objects are as follows:

"To promote the relief of all people with a disability or a mental need and to assist those persons to overcome the barriers attendant upon their disability by the provision of a service calculated to:

- a) Assist a person with a disability or a mental health need to obtain his or her full rights as a citizen.
- b) Provide support to people with a disability or a mental need to express their views and wishes on issues that affect their lives.
- c) Support, represent and to facilitate the involvement of the person with a disability or a mental health need, to secure his or her preferred outcome".

Advocacy Matters (Wales) confirms that the trustees have considered public benefit when reviewing the charity's aims and objectives and in planning future activities and have had regard to the Charity Commissioner's guidance on public benefit. The organisation is open to anyone age 18 and over, who has a learning disability in our areas of operation. AMW Mission statement is that the organisation exists to promote the independent voice and protect the rights and choices of individuals with a disability. The organisation's vision is that individuals with a disability are recognised as equal citizens who participate in society and control their own lives. This statement is underlined by the values that all individuals with a disability have the right to the support required to make informed choices about their lives and be able to exercise such a right by:

- Being treated as unique individuals.
- Having choice and a right to confidentiality and independence.
- Being treated with respect, recognition and dignity.
- Having professionals working in partnership in a manner that does not stigmatise or disadvantage them.
- Benefiting from social inclusion tenets of valuing uniqueness and diversity.
- Being able to take advantage of equal opportunities in all fields of activity.

To promote the rights, interests and inclusion of people with a learning disability and / or Autism spectrum condition, AMW provides Independent Advocacy services primarily in Cardiff and Vale of Glamorgan.

Independent Advocates employed by AMW provide time limited, issue based advocacy service to support individuals to address specific problems and issues. Requests for Independent Advocacy are confidential and are accepted as a self-referral, from families / friends, organisations and Social services. Independent Advocates do not make decisions for people, or tell people what is best for them. Their role is to help people understand their rights and any choices they may have. If necessary, an Independent Professional Advocate will speak up for people and represent them.

Our Independent advocacy services are a Free and Confidential service for all adults with a learning disability and / or Autism spectrum condition who live in our geographical areas of operation.

AMW has had an active service user group since 2005. The Voices of Advocacy Matters (Wales), known as the Voices Group have lived experiences of learning disability/autism and independent advocacy. The Voices Group is currently made up of seven members (volunteers) who act as Ambassadors' for our Charity, playing a central role within the organisation and representing us at public functions and events to promote advocacy and our services. The Voices Group share their personal experiences of advocacy and how it has given them a voice, increased their confidence and sense of well-being to lead fulfilled and independent lives.

#### **Achievements and Performance:**

The foundations of Advocacy Matters (Wales) (AMW) began over 30 years ago and our Independent Advocacy services continue to be in great demand.

2020/2021 was an extremely challenging period due to COVID 19 – the independent advocacy team were successful in adapting their working procedures during this time, developing new ways to engage with the communities we support. During that time, a number of individuals reached out to us who were extremely anxious and concerned regarding the unfolding situation. The team provided support, reassurance and guidance to some of the most vulnerable members of our local community, especially during those first difficult months.

Despite the challenges that were encountered, the organisation continued to achieve the objectives set out by the authorities that fund the organisation and performed remarkably well under very difficult circumstances.

The Independent Advocates worked with adults with learning disabilities and/or Autism spectrum conditions on a diverse range of challenging issues in the local community.

They supported individuals to understand what was happening and helped them to make informed choices based on this information. They helped ensure their views were considered and respected while the issue was being resolved. Advocates supported their clients to be more assertive, helping them to raise their issues in an effective manner through the correct channels; ensuring their rights were respected. When an outcome was reached the advocates helped their clients to understand and process the result.

As well as providing a generic service in the local community, the advocacy team also provided a regular surgery style Independent advocacy service for out of county patients placed at Witla Court and Wentwood Court community homes. They also provided this service at Pinetree Court, a locally based independent hospital in Cardiff.

During this period the charity continued to receive a number of telephone enquiries by individuals, organisations and local authorities seeking independent advocacy services outside of our areas of operation. Using our database of organisations and agencies across Wales, we were able to signpost appropriately to specialist services that operate in other local authority areas.

In 2020/2021 we introduced two new accessible advocacy services. With three year grant funding awarded from the National Lottery Community Fund we began to provide a bespoke advocacy service for people with learning disabilities who live in registered residential settings.

A three year grant from The Henry Smith Charity grant also began to provide Independent advocacy to support people with learning disabilities who were facing financial hardship and social exclusion. Both services began to operate across Cardiff and the Vale of Glamorgan.

JTI continued to support the work of this Charity, with their donation contributing towards the salary and travel cost of an independent advocate to support adults with learning disabilities/Autism.

Our Victim Assist Advocacy Project, funded by Lloyds Bank Foundation continued to be in demand with victims of a crime having support to understand the situation, make informed choices and participate in the criminal justice process.

The Nationwide Community Fund also continued to fund the work of our charity, with their two year grant in place to increase independent advocacy services across Cardiff and the Vale of Glamorgan.

This period has been an especially difficult time for our service user group 'The Voices of Advocacy Matters Wales'. Their usual 'group' activities were inevitably severely disrupted due to the pandemic; however, the Advocacy Matters Wales Taking part worker made a proactive effort to reach out to all group members, keeping in regular contact with individuals by phone. The taking part worker also kept the group members and the organisations website updated with the latest Covid regulations. They created easy read versions of the rules which adults with a learning disability could access, as information in this format was very hard to find online at the time.

During this time, members of the group were supported to start a new project entitled "Life in the Lockdown". The idea was to collect a series of stories all about what the group members had been doing and how they had been coping during this difficult period. This was to help them share their experiences and reflect on the challenging times they had experienced. The stories were formed from interviews the taking part worker carried out with individual group members.

The Learning Disabilities Service coordinator of the Share Our Stories project (an Oxleas NHS Foundation Trust initiative), included some of these stories in a book they put together detailing how people with learning disabilities had managed in the lock down. The book was launched on 29th October 2020.

In December 2019 a grant funding application to Virgin Money Foundation was approved and £1000 was awarded to purchase promotional materials to increase their visibility as Ambassadors of Advocacy Matters (Wales). Due to the changing circumstances, the group put forward a

proposal to Virgin Money to amend the use of the grant. This was accepted and enabled some of the money to be used to purchase tablets, in order to increase access to digital technology for the group members.

#### **Financial Review and Reserves Policy:**

The accounts show a surplus for the 2021 year of £40,822 on income of £289,004 compared to a surplus of £22,718 in the 2020 year on income of £288,522.

The trustees of AMW recognise their legal duty to apply income funds for the objects of the Charity, within a reasonable time of receipt for the benefit of actual and potential service users and beneficiaries. The trustees have determined the principles and holding reserves as being:

- To assist in the strategic planning of services
- To provide a resource to meet legal obligations and liabilities
- To assist in the maintenance of the Organisation's independence

The trustees recognise that the policy needs to be flexible enough to accommodate changes brought about by new developments and external factors outside of the control AMW. However, the trustees believe that it is necessary to hold defined levels of financial reserves to absorb setbacks and to take advantage of change and opportunity.

The trustees aspire to hold a minimum of six months of average expenditure, plus additional obligations such as rent notice and redundancies in free reserves to ensure the principal objects of the Charity are met. The unrestricted reserves brought forward have increased during the year by £63,753 to leave a balance at 31<sup>st</sup> March 2021 of £173,421. The trustees are aware that although the unrestricted reserves held are satisfactory they are below the level they aspire to hold and they will continue to take steps in the future to increase.

The trustees formally review the Policy on an annual basis.

The Directors/Trustees submit herewith the annual report and financial statements for the year ended 31<sup>st</sup> March 2021.

#### **Structure, Governance and Management**

##### **Governing Document:**

Advocacy Matters (Wales) formerly known as People in Partnership is a registered charity and a company limited by guarantee governed by its Memorandum and Articles of Association dated 1<sup>st</sup> April 1996 as amended.

To accurately reflect the Charity's work, Advocacy Matters (Wales) amended its Articles of Association by a Special Resolution 8<sup>th</sup> February 2018.

As a membership organization Advocacy Matters (Wales) relies on its members to support and influence its work. Membership is renewed annually and individuals are encouraged to take an active part in the charity over the coming year. In the event of the company being wound up members have promised to pay £1.00 towards its debts.

**Appointment, induction and training of Management Committee:**

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as the Management Committee. The more traditional business skills and knowledge are well represented on the Management Committee.

Trustee handbooks are in place for all Board Members which include the information and documents under the following headings: The Charity; Legal Status and Regulatory Guidance; Governance and Management.

Trustees are able to attend appropriate internal / external training events, as identified to facilitate the undertaking of their role. Trustees are familiar with the practical work of the charity through the agreeing and setting of annual business objectives; the Voices Group reports and staff quarterly reports.

**Risk Management:**

The Management Committee's internal audit manages risks that are significant to the fulfilment of AMW charitable objectives to safeguard AMW assets and ensure the charity is effectively fulfilling its objectives.

The Management Committee have approved the Trustees Code of Conduct, AMW Membership Policy; AMW Reserves Policy and further agreed a robust system of checks and balances are implemented to encompass not only the role of trustees but also of the staff, this includes; Code of Ethics for Trustees and staff; Health & Safety policy, which includes office safety and Lone Worker procedures. Trustees are required to declare their interests at the start of each and every committee meeting.

The charity is protected against legal expenses in employment disputes; tribunal applications; tribunal awards and compensation cover through employer indemnity Insurance.

**Organisational Structure:**

Operating from offices in Cardiff, AMW employed 11 staff during this period. Oswald Pearson, Executive Director provides strategic operational direction for AMW and is directly accountable to the management Committee.

Responsibility for the overall strategy and good governance of the organisation rests with AMW trustees/directors to ensure AMW operates legally and is accountable and open. The Management Committee is currently made up of five members. Committee meetings are approved one year in advance, at quarterly intervals with standing items clearly identified. Annual General Meetings are held in December each year with service users actively involved in the presentation.

**Reference and Administrative details**

Charity Number: 1055211

Company Number: 03180805

Registered Office:	Canton House 435 Cowbridge Road East Cardiff CF5 1JH
Directors / Trustees:	Clayton Williams (Chair from 11.05.2021) Paul Sutton Owen Thomas Q.C Dennis Clarke Rhodri Davies Vice Chair ( from 11.05.2021) Haydn Osborne Chair (Resigned 11.05.2021)
Company Secretary:	Haydn Osborne (Resigned 11.05.2021) Oswald Pearson (Appointed 11.05.2021)
Senior Management Staff:	Oswald Pearson Executive Director
Bankers:	Unity Trust Bank plc Nine Brindleyplace Birmingham B1 2HB  Julian Hodge Bank Ltd 31 Windsor Place Cardiff CF10 3UR
Independent Examiner:	John Huw Palin FCA BPU Limited Chartered Accountants Radnor House Greenwood Close Cardiff Gate Business Park Cardiff CF23 8AA

#### **Plans for the Future:**

The charity plans to continue to deliver essential, life changing support for some of the most vulnerable members of society. Unfortunately, Covid -19 remains ever present in all our lives. As restrictions are reduced and society opens up further, it is highly likely that people will have an increased need of our services. To address this, in the next financial year the charity will look at funding another new post alongside our existing services, utilizing a portion of the finances that were carried over from this year. This will enable us to support even more adults with a learning disability/ autism through the difficult times ahead.



**STATEMENT OF DIRECTORS/TRUSTEES RESPONSIBILITY**

Company Law requires the directors/Trustees to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the company and of the incoming resources and application of resources including its income and expenditure of the company for that period.

In preparing these financial statements, the Directors/Trustees are required to:

- a. Select suitable accounting policies and then apply them consistently;
- b. Make judgements and estimates that are reasonable and prudent;
- c. Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors/Trustees are responsible for keeping proper records, which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with companies Act 1985. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**COMPANY STATUS**

The Company is a registered Charity (Number 1055211) and is a Company limited by guarantee with no share capital.

**ACCOUNTANTS**

Messrs BPU (previously Roblin & Co) has been appointed in accordance with the provisions of the Companies Act 1985 revised 2006.

**SMALL COMPANIES**

The accounts have been prepared in accordance with the special provisions for small companies under Part 15 of the companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

SIGNED ON BEHALF OF THE BOARD

  
.....

  
.....

Print name

On 12 - 12.....2021

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

**Responsibilities and basis of report**

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

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

**Independent examiner's statement**

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

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

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



21/12/2021

John Huw Palin  
FCA  
BPU Limited  
Chartered Accountants

# Advocacy Matters (Wales)

## Statement of Financial Activities (Income and Expenditure Account) for the Year Ended 31st March 2021

		<u>Unrestricted</u>	<u>Restricted</u>	<u>2021</u>	<u>2020</u>
		<u>funds</u>	<u>funds</u>	<u>Total</u>	<u>Total</u>
	<u>Notes</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
<b><u>Income and endowments from:</u></b>					
Donations and legacies	3	10,000	-	10,000	10,250
Charitable activities	4	222,839	55,927	278,766	278,054
Other trading activities	5	-	-	-	150
Investments	6	60	-	60	68
Other	7	178	-	178	-
<b>Total Income</b>		<b>233,077</b>	<b>55,927</b>	<b>289,004</b>	<b>288,522</b>
<b><u>Expenditure on:</u></b>					
Charitable activities	8	169,324	78,858	248,182	265,804
<b>Total Expenditure</b>		<b>169,324</b>	<b>78,858</b>	<b>248,182</b>	<b>265,804</b>
<b>Net income/(expenditure)</b>		<b>63,753</b>	<b>(22,931)</b>	<b>40,822</b>	<b>22,718</b>
<b><u>Reconciliation of Funds</u></b>					
Total funds brought forward	10	<u>109,668</u>	<u>49,125</u>	<u>158,793</u>	<u>136,075</u>
Total funds carried forward	17	<u>173,421</u>	<u>26,194</u>	<u>199,615</u>	<u>158,793</u>

The notes form part of these financial statements

# Advocacy Matters (Wales)

## Balance Sheet 31st March 2021

	<u>Notes</u>	<u>2021</u> £	<u>2020</u> £
<b>FIXED ASSETS</b>			
Tangible Assets	11	501	2,967
<b>CURRENT ASSETS</b>			
Debtors	12	5,174	5,747
Cash at Bank and in Hand		<u>202,394</u>	<u>152,905</u>
		207,568	158,652
<b>CREDITORS : Amounts Falling</b>			
Due within One Year	13	<u>(8,454)</u>	<u>(2,826)</u>
<b>NET CURRENT ASSETS</b>		<u>199,114</u>	<u>155,826</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITES</b>		<u>199,615</u>	<u>158,793</u>
<b>FUNDS</b>	17		
Unrestricted funds		173,421	109,668
Restricted funds		<u>26,194</u>	<u>49,125</u>
<b>TOTAL FUNDS</b>		<u>199,615</u>	<u>158,793</u>



The directors/trustees are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477 (2) relating to small companies, and that no member or members have requested an audit pursuant to section 476 (1) of the Act.

The trustees/directors acknowledge their responsibilities for:

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

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

The financial statements were approved by the Board of the Trustees and authorised for issue on .....14 - 12-2021 and were signed on its behalf by:

...............  
 Signature Print name

Company registration number: 03180805  
 Charity certificate number:1055211

The notes form part of these financial statements.

## Advocacy Matters (Wales)

### Notes to the Financial Statements for the Year Ended 31st March 2021

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#### 1 ACCOUNTING POLICIES

##### **Basis of preparing the financial Statements**

The financial statements of the charitable company, which meets the definition of a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'Financial Reporting Standard applicable in the UK and the Republic of Ireland' and the Companies Act 2006, incorporating section 1A for smaller entities. The financial statements are presented in sterling which is the functional currency of the company and rounded to the nearest £ and have been prepared under the historical cost convention.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably. The following specific policies are applied to particular categories of income:

- i) Voluntary income is received by way of donations and is included in accounts when receivable.
- ii) Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant which will normally be when the grant is actually received. Grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance. Deferred income represents grant monies received for future periods and released to incoming resources in the period to which it relates.
- iii) Trading income is included when receivable.
- iv) Donated services and facilities are included at the value to the charity where this can be quantified and are material.
- v) Investment income and all other income is recognised when receivable.

##### **Expenditure**

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

## Advocacy Matters (Wales)

### Notes to the Financial Statements - continued for the Year Ended 31st March 2021

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#### Tangible fixed assets

Depreciation is provided on tangible fixed assets at rates calculated to write off the cost of each asset over its estimated useful life. Assets are originally included at cost and depreciated as:

Computer equipment - charged on a straight line basis over two years.

Other equipment - charged on a 20% reducing balance method.

#### Taxation

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

#### Fund accounting

Unrestricted Funds are those funds received or generated for the objects of the Charity without further specified purpose and are available to use at the discretion of the Trustees in accordance with the charitable objectives of the charity.

Restricted Funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the Donor or when funds are raised for particular restricted purposes. Expenditure which meets these criteria is identified to the Fund, together with a fair allocation of management and support costs.

#### Cash Flow Statement

The company has not prepared a Cash Flow Statement on the grounds that the company is small.

#### Pension costs and other post-retirement benefits

The charitable company operates a defined contribution scheme for employees. Contributions to the scheme are charged fully to the Statement of Financial Activities in the period that they relate to.

## 2 NET INCOME/(EXPENDITURE) FOR THE YEAR

This is stated after charging:-

	<u>2021</u>	<u>2020</u>
	<u>£</u>	<u>£</u>
Depreciation on owned assets	3,467	2,966
Independent Examiners Fees	1,806	1,752
	<u>5,273</u>	<u>4,718</u>

## Advocacy Matters (Wales)

### Notes to the Financial Statements - continued for the Year Ended 31st March 2021

	<u>2021</u>	<u>2020</u>
<b>3 Income: Donations and legacies</b>		
Donations received	<u>10,000</u>	<u>10,250</u>
All donation & legacy income is unrestricted in 2021 and the 2020 year.		
	<u>2021</u>	<u>2020</u>
	<u>£</u>	<u>£</u>
<b>4 Income from charitable activities</b>	<u>278,766</u>	<u>278,054</u>
Grants received , included in the above, are as follows:		
	<u>2021</u>	<u>2020</u>
	<u>Total</u>	<u>Total</u>
<u>Unrestricted grants &amp; contracts receivable:</u>	<u>£</u>	<u>£</u>
Cardiff City Council - Service specification	145,231	142,383
Vale County Council - Letter of Understanding	49,328	47,892
Ludlow Street Health Care	21,853	21,853
Ocean Community Services Ltd	6,427	6,427
	<u>222,839</u>	<u>218,555</u>
<u>Restricted grants receivable:</u>		
Lloyds Bank Foundation	-	24,800
Nationwide	-	32,399
The Virgin Money Foundation	-	1,000
National Lottery Community Fund	41,327	1,300
The Henry Smith Charity	14,600	-
	<u>55,927</u>	<u>59,499</u>
The funds are restricted to providing the services as set out in the grant funding agreements.		
<b>5 Income: Other Trading activities</b>	<u>2021</u>	<u>2020</u>
	<u>£</u>	<u>£</u>
Income generated by Fundraising	<u>-</u>	<u>150</u>
All Trading income is unrestricted in 2021 and the 2020 year.		
<b>6 Investments</b>	<u>2021</u>	<u>2020</u>
	<u>£</u>	<u>£</u>
Bank interest received	<u>60</u>	<u>68</u>
All investment income is unrestricted in 2021 and the 2020 year.		
<b>7 Other</b>	<u>2021</u>	<u>2020</u>
	<u>£</u>	<u>£</u>
Gain on disposal of Fixed Asset	<u>178</u>	<u>-</u>
All other income is unrestricted.		



Notes to the Financial Statements - continued  
for the Year Ended 31st March 2021

**8 Expenditure on : Charitable activities**

<u>Note</u>	<u>Unrestricted Funding</u>	<u>Restricted Lloyds Bank Foundation</u>	<u>Restricted Nationwide</u>	<u>Restricted The Virgin Money Foundation</u>	<u>Restricted Nat. Lottery Community Fund</u>	<u>Restricted The Henry Smith Charity</u>	<u>2021 TOTAL</u>	<u>2020 TOTAL</u>
<b>Direct costs</b>								
Salaries, NI and Pensions	9	129,045	17,547	15,367	31,690	6,699	200,348	200,848
Redundancy							-	13,388
Recruitment Costs		372					372	47
Staff Travel Expenses		257			116		373	3,081
Staff & volunteer training							-	94
<b>Support costs allocated to activities - staff usage</b>								
Rent & Rates		15,085	948	555	1,346	285	18,219	18,098
Utilities, Repairs, Equipment & IT		6,137	305	152	910	142	7,821	7,586
Print, Stat.photocopier lease		187	283		134	28	632	826
Telephone & Postages		1,755	97	75	202	39	2,168	2,130
Insurances		1,008	107	51	135	29	1,330	1,272
Volunteer & Meeting Expenses							-	562
Professional Fees & Subs		822	100		156	33	1,111	908
Publicity and Promotion							-	1,031
Office Sundries and Cleaning		67	71				138	910
Depreciation		2,517			650		3,467	2,966
Governance costs		11,964	76	-	135	28	12,203	12,057
Expenses covered unrestricted		108	(108)				-	-
		<b>169,324</b>	<b>19,426</b>	<b>16,200</b>	<b>475</b>	<b>7,283</b>	<b>248,182</b>	<b>265,804</b>

**Governance costs were as follows:**

Salaries, NI and Pensions	9	9,715					9,715	9,644
Professional Fees		13					13	13
Insurances		544					544	520
Bank Charges		125					125	128
Independent Examiners Fees		1,567	76		135	28	1,806	1,752
		<b>11,964</b>	<b>76</b>	<b>-</b>	<b>135</b>	<b>28</b>	<b>12,203</b>	<b>12,057</b>



## Advocacy Matters (Wales)

### Notes to the Financial Statements - continued for the Year Ended 31st March 2021

<b>9 STAFF COSTS AND NUMBERS</b>	<b><u>2021</u></b>	<b><u>2020</u></b>
	<b><u>£</u></b>	<b><u>£</u></b>
Salaries and Wages	186,197	187,011
Social Security Costs	11,718	12,270
	197,915	199,281
Pension contributions to defined Contributions Scheme	12,148	11,211
	210,063	210,492
<u>Allocated as follows:</u>		
Charitable activities	200,348	200,848
Governance	9,715	9,644
	210,063	210,492
No employee received emoluments of more than £60,000		
<b>The number of employees (part-time and full-time) during the year was as follows:-</b>	<b><u>2021</u></b>	<b><u>2020</u></b>
Cost of activities in furtherance of the charity's objectives	10.8	9.8
Governance Costs	0.2	0.2
	11	10

### 10 COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	<b><u>Unrestricted</u></b>	<b><u>Restricted</u></b>	<b><u>Total</u></b>
	<b><u>funds</u></b>	<b><u>funds</u></b>	<b><u>funds 2020</u></b>
	<b><u>£</u></b>	<b><u>£</u></b>	<b><u>£</u></b>
<b><u>Income and endowments from:</u></b>			
Donations and legacies	10,250	-	10,250
Charitable activities	218,555	59,499	278,054
Investment income	68	-	68
Other trading activities	150	-	150
<b>Total Income</b>	229,023	59,499	288,522
<b><u>Expenditure on:</u></b>			
Charitable activities	223,345	42,459	265,804
<b>Total Expenditure</b>	223,345	42,459	265,804
<b>Net income/(expenditure)</b>	5,678	17,040	22,718
<b><u>Reconciliation of Funds</u></b>			
Total funds brought forward	103,990	32,085	136,075
<b>Total funds carried forward</b>	<b>109,668</b>	<b>49,125</b>	<b>158,793</b>

# Advocacy Matters (Wales)

## Notes to the Financial Statements - continued for the Year Ended 31st March 2021

### 11 TANGIBLE FIXED ASSETS

	<u>Equipment</u> <u>£</u>
<b>COST</b>	
At 1st April 2020	5,933
Additions in the Year	<u>1,001</u>
At 31st March 2021	<u><b>6,934</b></u>
<b>DEPRECIATION</b>	
At 1st April 2020	2,966
Charge for the Year	<u>3,467</u>
At 31st March 2021	<u><b>6,433</b></u>
<b>NET BOOK VALUE</b>	
At 31st March 2021	<u><b>501</b></u>
At 31st March 2020	<u>2,967</u>

### 12 DEBTORS

	<u>2021</u> <u>£</u>	<u>2020</u> <u>£</u>
<b>Amounts due within one year:</b>		
National Lottery Community Fund income receivable	-	1,300
Prepayments	<u>5,174</u>	<u>4,447</u>
	<u><b>5,174</b></u>	<u><b>5,747</b></u>

### 13 CREDITORS

	<u>2021</u> <u>£</u>	<u>2020</u> <u>£</u>
<b>Amounts falling due within one year:</b>		
Accrued Expenses	2,921	2,826
PAYE	<u>5,533</u>	<u>-</u>
	<u><b>8,454</b></u>	<u><b>2,826</b></u>

### 14 TRUSTEES' REMUNERATION AND BENEFITS

The Trustees received no remuneration and did not receive any other benefits during the year ended 31st March 2021 or the 2020 year. The Trustees were not reimbursed for any expenses during the year or the previous year.

### 15 RELATED PARTY TRANSACTIONS

There were no related party transactions in the year.

## Advocacy Matters (Wales)

### Notes to the Financial Statements - continued for the Year Ended 31st March 2021

#### 16 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	<u>Unrestricted</u>	<u>Restricted</u>	<u>2021 Total</u>	<u>2020 Total</u>
	<u>fund</u>	<u>funds</u>	<u>funds</u>	<u>funds</u>
	£	£	£	£
Fixed assets	501	-	501	2,967
Current assets	180,243	27,325	207,568	158,652
Current liabilities	(7,323)	(1,131)	(8,454)	(2,826)
	<u>173,421</u>	<u>26,194</u>	<u>199,615</u>	<u>158,793</u>

#### 17 MOVEMENT IN FUNDS YEAR TO 31ST MARCH 2021

	<u>Balance</u>			<u>Balance</u>
	<u>01/04/2020</u>	<u>Income</u>	<u>Expenditure</u>	<u>31/03/2021</u>
<b>Unrestricted funds</b>	<u>109,668</u>	<u>233,077</u>	<u>169,324</u>	<u>173,421</u>
<b>Restricted funds</b>				
Lloyds Bank Foundation	19,426	-	19,426	-
Nationwide	28,349	-	16,200	12,149
The Virgin Money Foundation	700	-	475	225
National Lottery Community Fund	650	41,327	35,474	6,503
The Henry Smith Charity	-	14,600	7,283	7,317
	<u>49,125</u>	<u>55,927</u>	<u>78,858</u>	<u>26,194</u>
<b>TOTAL FUNDS</b>	<u>158,793</u>	<u>289,004</u>	<u>248,182</u>	<u>199,615</u>

#### COMPARATIVES FOR MOVEMENT IN FUNDS YEAR TO 31ST MARCH 2020

	<u>Balance</u>			<u>Balance</u>
	<u>01/04/2019</u>	<u>Income</u>	<u>Expenditure</u>	<u>31/03/2020</u>
<b>Unrestricted funds</b>	<u>103,990</u>	<u>229,023</u>	<u>223,345</u>	<u>109,668</u>
<b>Restricted funds</b>				
Lloyds Bank Foundation	20,089	24,800	25,463	19,426
Nationwide	-	32,399	4,050	28,349
Masonic Charitable	3,516	-	3,516	-
Wesleyan Foundation	5,980	-	5,980	-
Baily Thomas Charitable Fund	2,500	-	2,500	-
The Virgin Money Foundation	-	1,000	300	700
National Lottery Community Fund	-	1,300	650	650
	<u>32,085</u>	<u>59,499</u>	<u>42,459</u>	<u>49,125</u>
<b>TOTAL FUNDS</b>	<u>136,075</u>	<u>288,522</u>	<u>265,804</u>	<u>158,793</u>

## Advocacy Matters (Wales)

### Notes to the Financial Statements - continued for the Year Ended 31st March 2021

#### 17 MOVEMENT IN FUNDS CONTINUED

A CURRENT YEAR 12 MONTHS AND PRIOR YEAR 12 MONTHS COMBINED  
POSITION IS AS FOLLOWS:

	<b>Balance 01/04/2019</b>	<b>Income</b>	<b>Expenditure</b>	<b>Balance 31/03/2021</b>
<b>Unrestricted funds</b>	<u>103,990</u>	<u>462,100</u>	<u>392,669</u>	<u>173,421</u>
<b>Restricted funds</b>				
Lloyds Bank Foundation	20,089	24,800	44,889	-
Nationwide	-	32,399	20,250	12,149
Masonic Charitable	3,516		3,516	-
Wesleyan Foundation	5,980		5,980	-
Baily Thomas Charitable Fund	2,500		2,500	-
The Virgin Money Foundation	-	1,000	775	225
National Lottery Community Fund	-	42,627	36,124	6,503
The Henry Smith Charity	-	14,600	7,283	7,317
	<u>32,085</u>	<u>115,426</u>	<u>121,317</u>	<u>26,194</u>
<b>TOTAL FUNDS</b>	<u><b>136,075</b></u>	<u><b>577,526</b></u>	<u><b>513,986</b></u>	<u><b>199,615</b></u>

#### 18 GOING CONCERN

There are no material uncertainties about the charity's ability to continue as a going concern.

#### 19 FINANCIAL INSTRUMENTS

The Charity has only basic financial instruments ( Bank and cash) and these are included in the accounts as and when they are received.

#### 20 LIABILITIES OF TRUSTEES

The entity is a private company limited by guarantee with no share capital.

## Advocacy Matters (Wales)

### Detailed Statement of Financial Activities for the Year Ended 31st March 2021

<b><u>Income and endowments</u></b>	<b><u>2021</u></b>	<b><u>2020</u></b>
Cardiff City Council - Service specification	145,231	142,383
Vale County Council - Letter of Understanding	49,328	47,892
Ludlow Street Health Care	21,853	21,853
Ocean Community Services Ltd	6,427	6,427
Lloyds Bank Foundation	-	24,800
Nationwide	-	32,399
The Virgin Money Foundation	-	1,000
National Lottery Community Fund	41,327	1,300
The Henry Smith Charity	14,600	-
Unrestricted Donations	10,000	10,250
Generated by Fundraising	-	150
Bank interest	60	68
Gain on disposal of Fixed Asset	178	-
<b>Total incoming resources</b>	<b><u>289,004</u></b>	<b><u>288,522</u></b>
<b><u>Expenditure</u></b>		
Salaries, NI and Pensions	210,063	210,492
Redundancy	-	13,388
Recruitment Costs	372	47
Staff Travel Expenses	373	3,081
Staff & volunteer training	-	94
Rent & Rates	18,219	18,098
Utilities, Repairs, Equipment & IT	7,821	7,586
Print, Stationery and Photocopying (inc lease of copier)	632	826
Telephone & Postages	2,168	2,130
Insurances	1,874	1,792
Volunteer & Meeting Expenses	-	562
Professional Fees & Subs	1,124	921
Publicity and Promotion	-	1,031
Office Sundries and Cleaning	138	910
Depreciation	3,467	2,966
Bank Charges	125	128
Independent Examiners Fees	1,806	1,752
<b>Total resources expended</b>	<b><u>248,182</u></b>	<b><u>265,804</u></b>
<b>Net income</b>	<b><u>40,822</u></b>	<b><u>22,718</u></b>

This page does not form part of the statutory financial statements.