

REGISTERED COMPANY NUMBER: 02898698  
REGISTERED CHARITY NUMBER: 1055753

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021  
FOR  
SOUTH EAST WALES ENERGY AGENCY LIMITED**

Watts Gregory LLP  
Chartered Accountants  
Elfed House  
Oak Tree Court  
Cardiff Gate Business Park  
CARDIFF  
County of Cardiff  
CF23 8RS

**SOUTH EAST WALES ENERGY AGENCY LIMITED**

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FOR THE YEAR ENDED 31 MARCH 2021**

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## **SOUTH EAST WALES ENERGY AGENCY LIMITED**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

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The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

The charity is also known as the South East Wales Energy Advice Centre.

#### **OBJECTIVES AND ACTIVITIES**

##### **Charitable objects**

- To advance the education of the public within South East Wales in energy conservation and the efficient use of energy, land, water and other natural resources, transport and waste recycling.
- To conserve and protect natural resources.
- To relieve those in need by the provision of advice and assistance including advice in the more efficient and economical use of energy in their homes.

##### **Objectives and activities**

- Raising awareness of climate change and fuel poverty through various media.
- Providing a free Telephone Advice Service to the public, landlords and local authorities on all energy use and conservation matters.
- Outreach activity including attending events, giving presentations.
- Renewable energy promotion advice and presentations.
- Administering grant schemes to help householders, private landlords and social housing providers install energy saving measures.
- Training and supporting local authority and health service staff to eliminate fuel poverty and unhealthy cold and damp homes
- Working with local authorities to implement their Affordable Warmth Strategies.

##### **Grant giving criteria**

We have received restricted funds from various sources to provide grants to vulnerable households as part of our Healthy Homes project.

Grants are provided where householders are referred by health professionals and other front line staff in the statutory and voluntary sectors who are trained and participating in the project. Householders are referred where they consider that the health of a member of the household is at risk, or could be improved if the home has adequate, efficient and affordable heating. Grants can cover insulation measures as well as heating systems and repairs. Grants are only provided to low income households where other grant schemes, namely the Welsh Government's Nest or energy company ECO schemes are unable to help. Decisions on the provision of grants are taken by two members of staff.

##### **Public benefit**

The organisation's trustees can confirm that they have complied with the duty in Section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Commission. Significant activities that we undertook during the year that demonstrate public benefit are set out below.

## **SOUTH EAST WALES ENERGY AGENCY LIMITED**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

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#### **ACHIEVEMENT AND PERFORMANCE**

##### **Charitable activities**

Now in its 27th year, the charity is the UK's oldest established Regional Energy Agency. During this time the charity has provided bespoke advice to over 285,000 households, helped achieve cumulative energy bill reductions of £165 million and reduced lifetime carbon emissions by 594,000 tonnes, the equivalent of planting over 2 million trees. Some £20 million in grant aid had been secured and directly funded improvements to more than 28,400 homes.

Whilst for many years we had been able to offer financial assistance by way of energy improvement grants, changes to the way that Welsh Government and energy company schemes are now managed meant that our role has now had to revert to advice and information only. Instead of managing insulation and heating improvement installation schemes ourselves we now refer householders into schemes managed by others, favouring local installers wherever possible.

Our work during the year was severely curtailed by the Covid-19 pandemic as all of our out-reach; home visit, event and face-to-face activity had to be suspended. Contact during this period was maintained by the freephone advice line and website.

Carbon Reduction Advice Line - Initially the Energy Efficiency Advice Line, this free and impartial service continues to be our core activity. It was renamed as the service has been extended to cover renewable energy and transport.

Healthy Homes - This long running programme is aimed at providing advice and financial assistance to people whose health is affected or could be at risk through living in a cold or damp home. The associated Crisis Fund can provide immediate assistance to repair heating systems, improve insulation, replace draughty windows, etc. This programme has been severely affected by the pandemic as many of the recipients had to isolate due to their vulnerability to the virus.

Carbon Action Network Cymru - Although the network has seen little activity over recent years the Agency still provides the secretariat for CAN Cymru, which consists mainly of local authority officers with the responsibility of implementing domestic energy efficiency and fuel poverty strategies.

Monmouthshire ECO Flex - We are working with Monmouthshire County Council and energy efficiency installers to enable residents who are on low incomes and either likely to be living in fuel poverty or who are vulnerable to the effects of living in a cold home to access free home improvements. These are funded through the local authority Flexibility element of the Energy Company Obligation.

Vale of Usk Rural Development Programme - We have been participating in the Renewable Energy theme of this programme. Activities undertaken have included an off-grid energy scheme for an outdoor pursuits centre, energy efficiency surveys for village halls, electric vehicle charging points and an electric barge on the Brecon canal.

## **SOUTH EAST WALES ENERGY AGENCY LIMITED**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

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#### **FINANCIAL REVIEW**

Due to changes in the way both Welsh Government and energy companies manage their energy efficiency schemes our traditional funding streams have ceased. The Covid-19 pandemic also prevented us carrying out our traditional outreach activity and so the income that this would have generated. Income for the year was therefore at a reduced level £21,876 (2020: £54,323). The charity's expenditure in the year amounted to £133,311 (2020: £128,642). Despite the current level of income falling below that of expenditure the level of reserves means that the charity will be able to continue providing its core free and impartial advice service for some time to come.

#### **Reserves policy**

Due to the squeeze on local authority budgets, the reduced level of ECO spending by energy suppliers and the way in which the Welsh Government now manages its fuel poverty schemes the opportunities to generate funds is very much reduced. Without a change in Government policy, it is likely that we will need to rely on our reserves and the interest they earn for some time in order to continue providing our core activity, which is the provision of free and impartial advice to the public. We are therefore happy with the current level of reserves.

At 31 March 2021 the charity had total funds of £2,268,604 of these £10,000 were restricted, £1,000,000 had been designated and £24,734 represented by fixed assets leaving the charity free reserves of £1,233,870 (2020: £1,335,997).

Restricted funds specifically provided for making grants and are all expended within the period for which they are provided.

#### **Funds in deficit**

There are no funds in deficit.

#### **Principal funders**

Due to the way governments and energy companies now manage their energy efficiency and carbon reduction schemes our current source of income comes from the interest on our reserves, as well as using the reserves themselves.

#### **Fund raising code of practice**

The charity has never raised funds from the public and currently has no plans to do so. It therefore does not have or need a fundraising code of practice or policy to protect vulnerable donors.

#### **Investment policy**

Reserves are held on deposit with a number of banks, with security of the funds given a higher priority than higher returns with an associated higher element of risk. We aim to place funds where returns are competitive and covered at least in part by the UK Financial Services Compensation Scheme. With the increasing reductions in the Bank of England's Bank Rate the return on our invested reserves has diminished considerably over the past few years, with no sign of it increasing.

#### **Remuneration of senior staff**

The charity's policy is to base the salary of senior staff by benchmarking them against other similar posts in the charity sector.

#### **Expenses of trustees**

No expenses or other fees were paid to trustees of the charity during the year.

#### **FUTURE PLANS**

Despite the urgent need to combat climate change by reducing carbon emissions, the UK government has relaxed the Energy Company Obligation targets imposed on energy companies, thereby making it more difficult to secure funding to finance energy efficiency measures. Whilst the income derived from managing these schemes supported our free advice activities, this for the time being will be funded from reserves. We continue to seek other funding to install measures, particularly for those in fuel poverty or experiencing poor health but are just outside the eligibility criteria for most current schemes that are based on qualifying benefits. To further this, we are working with Monmouthshire County Council on an ECO Flex scheme whilst also continuing to secure funding from other beneficial funders.

The trustees have allocated £1,000,000 of reserves for the construction and maintenance of a purpose-built environment centre for development, demonstration and education purposes across a broad range of environmental topics. Whilst still aiming to deliver this we are finding it difficult to secure a suitable location. If this continues to be the case, we will consider releasing the money for other activities.

## **SOUTH EAST WALES ENERGY AGENCY LIMITED**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

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

##### **Governing document**

The charity is a company limited by guarantee, governed by its Memorandum and Articles of Association. The liability of each member is limited to £1.

##### **Appointment of trustees**

The trustees are appointed by the Board of Trustees and are selected on the basis of their knowledge of the charity's activities, of sustainable energy, energy efficiency, housing, etc as this adds value to the work of the charity. They are usually current or previous funders and so familiar with the management and workings of the charity, as well as the environment in which it operates.

##### **Organisation**

The charity is overseen by the Board of Trustees who are also directors of the company. The day-to-day management and strategic direction of the charity rests with the Agency Director.

##### **Induction of trustees**

At their time of appointment, trustees are familiar with the work of the charity and have considerable experience of the field that we work in. The induction process therefore only involves informing them of their responsibilities as trustees and for this we use material provided by the Charity Commission.

##### **Related parties**

The charity is totally independent with no related parties.

The charity has no trading subsidiaries and no financial interest in any other business or organisation.

##### **Risk management**

The trustees have procedures in place to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

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

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

02898698 (Not specified/Other)

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

1055753

##### **Registered office**

Suite 6, 6th Floor  
Clarence House  
Clarence Place  
NEWPORT  
South Wales  
NP19 7AA

##### **Trustees**

A M Bassett Jones  
A T Roberts  
M E Roberts

##### **Agency Director and Company Secretary**

A David

##### **Independent Examiner**

Watts Gregory LLP  
Chartered Accountants  
Elfed House  
Oak Tree Court  
Cardiff Gate Business Park  
CARDIFF  
County of Cardiff  
CF23 8RS

**SOUTH EAST WALES ENERGY AGENCY LIMITED**


**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2021**

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**REFERENCE AND ADMINISTRATIVE DETAILS**

Bank  
Cooperative Bank  
16-17 High Street  
CARDIFF  
CF10 1AY

Approved by order of the Board of Trustees on .....20/10/2021..... and signed on its behalf by:

  
.....  
A David - Secretary

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
SOUTH EAST WALES ENERGY AGENCY LIMITED**

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**Independent examiner's report to the trustees of South East Wales Energy Agency Limited ('the Company')**

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.

Julia Mortimer FCCA  
Watts Gregory LLP  
Chartered Accountants  
Elfed House  
Oak Tree Court  
Cardiff Gate Business Park  
CARDIFF  
County of Cardiff  
CF23 8RS

24 October 2021



**SOUTH EAST WALES ENERGY AGENCY LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES  
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 MARCH 2021**

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
<b>Charitable activities</b>	4				
Energy Efficiency Advice Centre		-	-	-	435
Investment income	3	21,876	-	21,876	48,777
Other income		-	-	-	5,111
<b>Total</b>		<b>21,876</b>	<b>-</b>	<b>21,876</b>	<b>54,323</b>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>	5				
Energy Efficiency Advice Centre		108,318	-	108,318	106,125
Strategic activities		24,993	-	24,993	22,517
<b>Total</b>		<b>133,311</b>	<b>-</b>	<b>133,311</b>	<b>128,642</b>
<b>NET INCOME/(EXPENDITURE)</b>		<b>(111,435)</b>	<b>-</b>	<b>(111,435)</b>	<b>(74,319)</b>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>2,370,039</b>	<b>10,000</b>	<b>2,380,039</b>	<b>2,454,358</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b><u>2,258,604</u></b>	<b><u>10,000</u></b>	<b><u>2,268,604</u></b>	<b><u>2,380,039</u></b>

The notes form part of these financial statements

**SOUTH EAST WALES ENERGY AGENCY LIMITED**

**BALANCE SHEET  
31 MARCH 2021**

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	11	24,734	-	24,734	34,042
<b>CURRENT ASSETS</b>					
Debtors	12	832	-	832	3,451
Cash at bank		<u>2,253,803</u>	<u>10,000</u>	<u>2,263,803</u>	<u>2,363,327</u>
		2,254,635	10,000	2,264,635	2,366,778
<b>CREDITORS</b>					
Amounts falling due within one year	13	(20,765)	-	(20,765)	(20,781)
<b>NET CURRENT ASSETS</b>		<u>2,233,870</u>	<u>10,000</u>	<u>2,243,870</u>	<u>2,345,997</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>2,258,604</u>	<u>10,000</u>	<u>2,268,604</u>	<u>2,380,039</u>
<b>NET ASSETS</b>		<u>2,258,604</u>	<u>10,000</u>	<u>2,268,604</u>	<u>2,380,039</u>
<b>FUNDS</b>	14				
Unrestricted funds				2,258,604	2,370,039
Restricted funds				<u>10,000</u>	<u>10,000</u>
<b>TOTAL FUNDS</b>				<u>2,268,604</u>	<u>2,380,039</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

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

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

The financial statements were approved by the Board of Trustees and authorised for issue on ..20/10/2021..... and were signed on its behalf by:

  
A T Roberts - Trustee

The notes form part of these financial statements

**1. STATUTORY INFORMATION**

South East Wales Energy Agency Limited is a registered charity and private company limited by guarantee without share capital, incorporated in Wales in the United Kingdom. The registered office is Suite 6, 6th Floor Clarence House, Clarence Place, Newport, NP19 7AA. The nature of the charitable company's operations and principal activities is disclosed within the Report of the Trustees.

The financial statements are presented in Sterling (£), the charity's functional currency, and rounded to the nearest pound.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

**2. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102 S1A Update Bulletin 1) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

**Going concern**

The directors are satisfied that despite the Coronavirus pandemic, it is appropriate for the charity's financial statements to be prepared on a going concern basis. The pandemic has resulted in a number of uncertainties arising and the directors have taken steps to minimise the effect on the charity and will continue to do so. In the circumstances they have concluded that no adjustments are required to the financial statements at this time.

**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.

This includes capital grants.

**Income from charitable activities**

Income from charitable activities includes income received under contract or where entitlement to grant funding is subject to specific performance conditions. This income is recognised as the related services are provided and there is entitlement, probability of receipt and the amount can be measured with sufficient reliability. Income is deferred when the amounts received are in advance of the performance of the service or event to which they relate.

**Investment income**

Investment income is recognised on a receivable basis.

It is not the policy of the charity to show incoming resources net of expenditure.

**Other income**

Other income includes gains on disposals of tangible fixed assets held for the charity's own use.

**Expenditure**

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

Expenditure on charitable activities comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

**2. ACCOUNTING POLICIES - continued**

**Expenditure**

Support costs are those costs that, whilst necessary to deliver an activity, do not themselves produce or constitute the output of the charitable activity. This includes governance costs which are those costs associated with meeting the constitutional and statutory requirements of the charity and include the accountancy fees and costs linked to the strategic management of the charity as well as a proportion of salaries based on an approximation of time spent in this area.

**Allocation and apportionment of costs**

Support costs are allocated to each activity on the basis of the number of hours spent.

**Tangible fixed assets**

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

Equipment - 33 1/3% of cost per annum

Motor Vehicles - 25% of cost per annum

**Taxation**

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

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

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as a basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Trade debtors and other debtors are recognised at the settlement amount due and prepayments are valued at the amount prepaid.

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

**Funds structure**

Unrestricted funds represent resources available to be applied by the trustees for the general purposes of the charity.

Restricted funds are resources that the donor has stipulated may only be applied for particular purposes within the charity's objects.

Designated funds are amounts set aside from the general unrestricted funds to be used for particular purposes. They remain part of unrestricted funds.

**Operating lease commitments**

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.

**SOUTH EAST WALES ENERGY AGENCY LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**3. INVESTMENT INCOME**

	2021	2020
	£	£
Bank interest receivable	<u>21,876</u>	<u>48,777</u>

**4. INCOME FROM CHARITABLE ACTIVITIES**

	2021	2020
	£	£
Energy Efficiency Advice Centre income	-	435
	<u>-</u>	<u>435</u>

**5. CHARITABLE ACTIVITIES COSTS**

	Direct Costs (see note 6)	Support costs (see note 7)	Totals
	£	£	£
Energy Efficiency Advice Centre	85,387	22,931	108,318
Strategic activities	<u>19,703</u>	<u>5,290</u>	<u>24,993</u>
	<u>105,090</u>	<u>28,221</u>	<u>133,311</u>

**6. DIRECT COSTS OF CHARITABLE ACTIVITIES**

	2021	2020
	£	£
Staff costs	85,976	89,081
Rent, rates and water	8,442	8,808
Insurance	955	857
Motor and travel costs	64	715
Telephone	1,048	1,117
Sundry	641	1,194
Office expenses	162	187
Printing, postage and stationary	92	71
Healthy Homes project costs	-	1,034
Depreciation	<u>7,710</u>	<u>4,708</u>
	<u>105,090</u>	<u>107,772</u>

**7. SUPPORT COSTS**

	Staff Costs £	Depreciation £	Other costs £	Governance costs £	Totals £
Energy Efficiency Advice Centre	13,098	1,567	1,736	6,530	22,931
Strategic activities	<u>3,022</u>	<u>361</u>	<u>401</u>	<u>1,506</u>	<u>5,290</u>
	<u>16,120</u>	<u>1,928</u>	<u>2,137</u>	<u>8,036</u>	<u>28,221</u>

**SOUTH EAST WALES ENERGY AGENCY LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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

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

	2021	2020
	£	£
Independent examination fee	1,950	2,035
Depreciation - owned assets	9,638	5,539
Surplus on disposal of fixed assets	-	(4,678)
	<u>-</u>	<u>(4,678)</u>

**9. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 or for the year ended 31 March 2020.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2021 (2020 - £257 paid to 2 trustees in respect of travel expenses).

**10. STAFF COSTS**

	2021	2020
	£	£
Wages and salaries	99,507	96,130
Social security costs	7,373	8,182
Other pension costs	589	489
	<u>107,469</u>	<u>104,801</u>

The total key management personnel remuneration benefits paid during the year was £66,982 (2020: £67,004).

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

	2021	2020
Administration staff	1	1
Advice workers	2	2
	<u>3</u>	<u>3</u>

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

**SOUTH EAST WALES ENERGY AGENCY LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2021**

**11. TANGIBLE FIXED ASSETS**

	Equipment £	Motor vehicles £	Totals £
<b>COST</b>			
At 1 April 2020	12,190	36,492	48,682
Additions	<u>330</u>	<u>-</u>	<u>330</u>
At 31 March 2021	<u>12,520</u>	<u>36,492</u>	<u>49,012</u>
<b>DEPRECIATION</b>			
At 1 April 2020	11,599	3,041	14,640
Charge for year	<u>515</u>	<u>9,123</u>	<u>9,638</u>
At 31 March 2021	<u>12,114</u>	<u>12,164</u>	<u>24,278</u>
<b>NET BOOK VALUE</b>			
At 31 March 2021	<u>406</u>	<u>24,328</u>	<u>24,734</u>
At 31 March 2020	<u>591</u>	<u>33,451</u>	<u>34,042</u>

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

	2021 £	2020 £
VAT	648	1,174
Prepayments and accrued income	<u>184</u>	<u>2,277</u>
	<u>832</u>	<u>3,451</u>

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

	2021 £	2020 £
Trade creditors	-	16
Accruals and deferred income	<u>20,765</u>	<u>20,765</u>
	<u>20,765</u>	<u>20,781</u>

Included within accruals and deferred income, is deferred income of £18,665 (2020: £18,665) in relation to income received in advance of the performance conditions, for the Community Energy Saving Programme. There has been no movement during the financial year.

**14. MOVEMENT IN FUNDS**

	At 1/4/20 £	Net movement in funds £	At 31/3/21 £
<b>Unrestricted funds</b>			
General fund	1,370,039	(111,435)	1,258,604
Construction and maintenance of Environment Centre	<u>1,000,000</u>	<u>-</u>	<u>1,000,000</u>
	2,370,039	(111,435)	2,258,604
<b>Restricted funds</b>			
Crisis Fund - Rhondda Cynon Taf	10,000	-	10,000
<b>TOTAL FUNDS</b>	<u>2,380,039</u>	<u>(111,435)</u>	<u>2,268,604</u>

**SOUTH EAST WALES ENERGY AGENCY LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**14. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	21,876	(133,311)	(111,435)
<b>TOTAL FUNDS</b>	<u>21,876</u>	<u>(133,311)</u>	<u>(111,435)</u>

**Comparatives for movement in funds**

	At 1/4/19 £	Net movement in funds £	Transfers between funds £	At 31/3/20 £
<b>Unrestricted funds</b>				
General fund	1,443,461	(73,285)	(137)	1,370,039
Construction and maintenance of Environment Centre	<u>1,000,000</u>	<u>-</u>	<u>-</u>	<u>1,000,000</u>
	2,443,461	(73,285)	(137)	2,370,039
<b>Restricted funds</b>				
Insulation Grant Scheme	897	(1,034)	137	-
Crisis Fund - Rhondda Cynon Taf	<u>10,000</u>	<u>-</u>	<u>-</u>	<u>10,000</u>
	<u>10,897</u>	<u>(1,034)</u>	<u>137</u>	<u>10,000</u>
<b>TOTAL FUNDS</b>	<u>2,454,358</u>	<u>(74,319)</u>	<u>-</u>	<u>2,380,039</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	54,323	(127,608)	(73,285)
<b>Restricted funds</b>			
Insulation Grant Scheme	-	(1,034)	(1,034)
<b>TOTAL FUNDS</b>	<u>54,323</u>	<u>(128,642)</u>	<u>(74,319)</u>

**Designated funds**

The Board of Trustees agreed to set up a designated fund of £1 million to cover the purchase and maintenance costs of a new Environment Centre.

**Restricted funds**

The Crisis Fund was created for residents in Rhondda Cynon Taf with funding from that Local Authority. It operates on the same criteria as the existing schemes.

**Comparative only**

Under the Insulation Grant Scheme, funds were received from several sources, for funding insulation in homes.



**15. RELATED PARTY DISCLOSURES**

During the year the charity paid a salary of £18,439 (2020: £23,528) (including benefits in kind) to a close family member of key management personnel.

**16. OPERATING LEASES**

There were no operating lease commitments as at 31 March 2021.

Total lease payments recognised as an expense in the year was £9,590 (2020 - £9,415).