

**UNITY (SOUTHERN) LTD**

**REPORT AND ACCOUNTS FOR THE  
YEAR ENDED 31 MARCH 2022**

## **UNITY (SOUTHERN) LTD**

(Company limited by guarantee and not having a share capital)

### **REPORT OF THE DIRECTORS AND TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022**

The Trustees present their report and accounts for the year ended 31 March 2022. The Trustees are also appointed as Directors of the incorporated charity.

Unity (Southern) Ltd was registered as a charity on 2 April 1997. It was incorporated on 12 March 1997 and is governed by Memorandum and Articles of Association.

**Charity registration number:** 1061655

**Company registration number:** 3332003

**Directors / Trustees:** Mrs D Baverstock - Chairman  
Mr P Sayers - Treasurer  
Mr D W Moulton  
Mr D Harber (resigned 21 January 2022)  
Mrs L Neilson  
Mrs W Cummins  
Dr P White  
Mr C Daley  
Mrs K Daley  
Mrs J Dalziel  
Mrs S Hawke  
Mrs A Moon

**Nominated to the Board:** Cllr Karen Hamilton, Test Valley Borough Council

**Company Secretary:** Mrs T Bishop – Chief Executive

**Principal / registered address:** Unit 1  
Andover Bus Station  
West Street  
Andover  
SP10 1QP

**Accountants:** Knight Goodhead Limited  
7 Bournemouth Road  
Chandler's Ford  
Eastleigh  
SO53 3DA

**Bankers:** CAF Bank Ltd  
PO Box 289, West Malling  
Kent, ME19 4JQ

## **UNITY (SOUTHERN) LTD**

(Company limited by guarantee and not having a share capital)

### **REPORT OF THE DIRECTORS AND TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022 (continued)**

#### **UNITY MISSION STATEMENT**

**Unity Vision:** Putting Unity into the Community

**Unity Mission:** Creating a strong, confident, enabled, sustainable and integrated voluntary and community sector that changes lives for the better.

#### **Unity Strategic Aims:**

**Community:** Helping build resilient, self-reliant communities

**Health and Care:** Enabling people to enjoy a healthy and fulfilled life

**Inequalities:** Increasing life chances for those less fortunate

**Effective:** Making the most of every pound

#### **Recruitment of Trustees**

Unity uses a wide variety of methods to recruit Trustees. Some are recruited through the Volunteer Centre that we manage. Some are recruited by word of mouth. If necessary, we would advertise locally. The Trustees feel that it is important to have as diverse a board as possible, and one that represents the community that we serve.

Currently our board offer a wide range of both business skills and voluntary sector experience, which offer excellent support for the Chief Executive. Broadly all day to day operational decisions are made by the Chief Executive and her team. At any time she may call on the particular expertise of individual trustees, for example, with reference to personnel matters, to guide her.

The Board concentrate on the Strategic Direction of the organisation. This is particularly challenging as we have no security of long term funding from our major funders. We offer places on our board to our major funders, but these are nominated positions and do not carry a vote. Generally, the Chief Executive and the Chairman will talk with a prospective trustee and then they will be invited to attend board meetings to enable suitability to be considered by all concerned. New board members are then co-opted to the board until full election at the following AGM. An induction process is then put in place which includes spending time with the Unity team.

#### **Public Benefit**

The trustees have complied with section 4 of the 2011 Charities Act to give due regard to the public benefit. They have reviewed guidance set out by the Charity Commission and believe that the charity meets its obligations in this respect through the activities set out under the heading "Review of the year" below. The trustees will continue to review the activities of the charity to ensure that these are consistent with the legal objects set out in its constitution.

## UNITY (SOUTHERN) LTD

(Company limited by guarantee and not having a share capital)

### REPORT OF THE DIRECTORS AND TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022 (continued)

#### Review of the year

We provide information and advice in accordance of the five core functions of a CVS as described below.

- **Support Services** including information, advice and training – assisting local voluntary and community organisations to function more effectively and deliver quality services to their users, members or constituents
- **Development work** - identifying needs in the local community and facilitating improvement in service provision to meet those needs
- **Representation** - providing a voice to enable representation of the diverse views of the local voluntary and community sector
- **Liaison and collaboration** - facilitating networking and collaboration amongst local voluntary and community groups
- **Strategic partnership working** - ensuring the voluntary and community sector's role in the planning and policy-making of local partnerships

We continue to receive funding for our core work from Hampshire County Council and Test Valley Borough Council.

#### The Community

This year we provided support community support to 209 groups. Many of these groups were looking for information and help to attract funding.

To aid support for individuals who may not know where to turn, the BIG Lottery funded the development of the Unity Directory, affectionately known as the CHAWD, the 'Charity Health and Wellbeing Directory' for Test Valley, found on the Unity website.

The National Lottery funded Unity over three years to provide digital literacy projects for communities across Test Valley. This digital work goes back to the beginning of the pandemic when we started helping to improve the digital skill of vulnerable people. A digital expert was employed and volunteers recruited, including veterans offering IT skills learned during their time in the military and people who had either lost their jobs or were on furlough during the pandemic.

Through our eNews bulletin, we have offered digital support to members. We have had a good response and the team are now looking at what services we can offer groups which may include instructions for Zoom/Teams or creating videos.

Our main focus through the digital work has been to identify the digital requirements of the groups in the community. 9 groups provided with 1-2 support on subjects such as setting up and networking through social media platforms, donations links and website support.

#### Transport

Our transport offering has a wide range of services available to help with a variety of transport needs. We provided 240 group hires as well 3,797 passenger trips and covered 12,918 Dial-a-Ride miles. In addition, we covered 21,000 miles on school contracts which contributed to 42,000 miles travelled in total by all our services.

Unity's pink and silver buses and accessible cars can be seen across the Test Valley supported by a small army of volunteers and a number of dedicated staff who go above and beyond to help those that need a little bit of assistance.

Unity Motability runs a mobility equipment hire service based at the main Unity offices in Andover.



## **UNITY (SOUTHERN) LTD**

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### **REPORT OF THE DIRECTORS AND TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022 (continued)**

#### **Volunteering**

After a busy year helping with the Covid Helpline and Vaccination Clinics in Andover and Romsey, Unity was offered the opportunity to thank a small team of dedicated volunteers with a track experience at the Thruxton Race Circuit. Unity's loyal and hard working volunteers have worked tirelessly both at the Vaccination Clinics in Andover and Romsey, sometimes 7 days a week, as well as helping residents with prescriptions, shopping and other errands.

#### **Health and Care**

The Unity Health and Care Team deliver support services into communities across the Test Valley and beyond, aiming to build community resilience and support to those members of our communities who may be vulnerable. We have also helped facilitate more individuals to access online shopping, and all of the rural resilience groups have managed to successfully keep up with demand in their areas.

Our 2022 Impact Report provides further information on our many and varied services and successes.

#### **Finance**

We provide payroll and bookkeeping services to voluntary sector organisations and businesses across Hampshire. We have recently expanded our offering to support community organisations with DBS checks. Our online DBS service is proving popular with an average of 20 checks being undertaken per month.

#### **Financial review**

A summary of the charity's financial performance is shown on page 7. The charity made a surplus of £6,897 (2021: £120,271). The total reserves now stand at £474,310 (2021: £467,413). Included within total reserves are restricted funds of £134,743 (2021: £228,144).

#### **Reserves policy**

The Trustee Board has determined that the Charity should maintain reserves as follows:

- General funds representing the prior 3 - 6 months expenditure.
- The loss on realisation of any fixed assets and any additional contractual liabilities.
- Designated reserves to accumulate funds for specific purposes as determined by the Board from time to time.
- Restricted reserves to the extent that funds for restricted purposes have not been fully expended. No additional reserves will be established for restricted projects.

This policy is principally to enable the Charity to continue operations whilst awaiting receipt of grants, to pay contractual liabilities in the event that grants were discontinued or significantly reduced whilst services were realigned and to recover the potential loss on fixed investments in the event that continued funding were withdrawn.

General funds of £264,567 represents over five month's expenditure, which is in line with the reserves policy. The trustees continually keep reserves levels under review.

#### **Risk review**

The trustees are satisfied that the major risks to which the charity is exposed, as identified by the trustees, are being reviewed, and systems are being established to mitigate those risks.

**UNITY (SOUTHERN) LTD**

(Company limited by guarantee and not having a share capital)

**REPORT OF THE DIRECTORS AND TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022 (continued)**

**Directors' responsibilities**

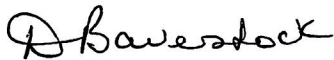
Company law requires the directors to prepare accounts for each financial year that give a true and fair view of the state of affairs of the company and of the income and expenditure of the company for that period. In preparing those accounts the directors are required to:

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

The directors are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention of fraud and other irregularities.

This report has been prepared in accordance with the special provisions of Part VII of the Companies Act 2006 relating to small companies, and complies with the charity's governing document and 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).

Approved by the trustees on **18 NOVEMBER 2022**  
and signed on their behalf by



**Dorothy Baverstock**  
Chairman

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF UNITY (SOUTHERN) LTD

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2022, which are set out on pages 7 to 20.

### Respective responsibilities of trustees and examiner

As the charity's trustees (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 report

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

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

- (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 accounting 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.



J E Harris FCCA

KNIGHT GOODHEAD LIMITED  
Reporting Accountants

7 Bournemouth Road  
Chandler's Ford  
EASTLEIGH  
Hampshire SO53 3DA

12 NOVEMBER 2022

**UNITY (SOUTHERN) LTD**

(Company limited by guarantee and not having a share capital)

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2022**

(Including Income and Expenditure Account)

	Note	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
<b>INCOME</b>					
Donations and legacies	3	113,670	-	113,670	147,841
Charitable activities	4	32,255	399,589	431,844	451,979
Other income - CJRS		-	-	-	29,090
<b>Total income</b>		<b>145,925</b>	<b>399,589</b>	<b>545,514</b>	<b>628,910</b>
<b>EXPENDITURE</b>					
Costs of generating voluntary income		82,321	-	82,321	71,954
Charitable activities		106,218	350,078	456,296	436,685
<b>Total expenditure</b>	7	<b>188,539</b>	<b>350,078</b>	<b>538,617</b>	<b>508,639</b>
<b>NET (EXPENDITURE)/INCOME BEFORE TRANSFERS</b>		<b>(42,614)</b>	<b>49,511</b>	<b>6,897</b>	<b>120,271</b>
<b>TRANSFERS BETWEEN FUNDS</b>	12	142,912	(142,912)	-	-
<b>NET (EXPENDITURE)/INCOME FOR THE YEAR</b>		<b>100,298</b>	<b>(93,401)</b>	<b>6,897</b>	<b>120,271</b>
<b>FUND BALANCES AT 1 APRIL 2021</b>		<b>239,269</b>	<b>228,144</b>	<b>467,413</b>	<b>347,142</b>
<b>FUND BALANCES AT 31 MARCH 2022</b>	12	<b>339,567</b>	<b>134,743</b>	<b>474,310</b>	<b>467,413</b>

**UNITY (SOUTHERN) LTD**

(Company limited by guarantee and not having a share capital)

Company number: 3332003

**BALANCE SHEET AS AT 31 MARCH 2022**

		2022	2021
		£	£
<b>FIXED ASSETS</b>			
Tangible assets	8	58,917	79,711
<b>CURRENT ASSETS</b>			
Debtors	9	50,348	116,927
Cash at bank and in hand		<u>462,859</u>	<u>396,897</u>
		513,207	513,824
<b>CREDITORS: amounts falling due within one year:</b>	10	<u>97,814</u>	<u>126,122</u>
<b>NET CURRENT ASSETS</b>		415,393	387,702
<b>NET ASSETS</b>		<u>474,310</u>	<u>467,413</u>
<b>FUNDS</b>			
Unrestricted funds	12	264,567	164,269
Designated funds	12	75,000	75,000
Restricted funds	12	134,743	228,144
<b>TOTAL FUNDS</b>		<u>474,310</u>	<u>467,413</u>

For the financial year ended 31 March 2022, the company was entitled to exemption from audit under section 477 of the Companies Act 2006; and no notice has been deposited under section 476. The directors acknowledge their responsibilities for ensuring that the company keeps accounting records, which comply with section 386, and preparing accounts, which give a true and fair view of the state of affairs of the company as at the end of the year and of its incoming resources and application of resources, including its income and expenditure, for the financial year, in accordance with the requirements of section 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

The accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the trustees on  
and signed on their behalf by:

18 NOVEMBER 2022

*D Bauerstock*

Trustee - D BAUERSTOCK

**UNITY (SOUTHERN) LTD**

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**CASHFLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2022**

	Notes	2022 £	2021 £
NET CASH FLOW PROVIDED BY OPERATING ACTIVITIES	1	62,894	238,564
CASH FLOWS FROM INVESTING ACTIVITIES			
Interest received		-	-
CASH FLOWS FROM FINANCING ACTIVITIES			
Fixed asset additions		(1,532)	(5,588)
Proceeds		4,600	-
NET CASH FLOW		<u>65,962</u>	<u>232,976</u>
Change in cash and cash equivalents in the period		65,962	232,976
Cash and cash equivalents at start of the period		<u>396,897</u>	<u>163,921</u>
Cash and cash equivalents at the end of the period	2	<u>462,859</u>	<u>396,897</u>

**NOTES TO THE CASHFLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2022****1 RECONCILIATION OF NET EXPENDITURE TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	2022 £	2021 £
Net income for the period	6,897	120,271
Depreciation	20,661	26,102
Loss on disposal of fixed assets	(2,935)	-
Decrease/(increase) in debtors	66,579	35,772
Increase/(decrease) in creditors	(28,308)	56,419
Net cash flow from operating activities	<u>62,894</u>	<u>238,564</u>

**2 ANALYSIS OF CASH AND CASH EQUIVALENTS**

	2022 £	2021 £
Cash at bank and in hand	<u>462,859</u>	<u>396,897</u>

## **UNITY (SOUTHERN) LTD**

(Company limited by guarantee and not having a share capital)

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022**

#### **1 ACCOUNTING POLICIES**

##### **(a) Basis of accounting**

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

The charity meets the definition of the public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

The accounts have been prepared on the going concern basis. There are no material uncertainties about the charity's ability to continue.

##### **(b) Fund accounting**

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor.

##### **(c) Income**

All income is included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Donations, legacies and gifts are included in full in the Statement of Financial Activities when receivable. Grants, when 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.
- Investment income is included when receivable.
- Incoming resources from charitable activities are accounted for when earned.
- Resources are deferred when, at the end of an accounting period, they have been received but the charity has yet to become unconditionally entitled to them.

##### **(d) Expenditure**

Expenditure is recognised on an accruals basis as a liability is incurred. It includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

- Costs of generating funds comprise of the costs associated with attracting voluntary income and the costs of fundraising.
- Charitable expenditure comprises of those costs incurred by the charity in the delivery of its activities and services for its
- All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned between activities in line with their respective use of core staff time.

## UNITY (SOUTHERN) LTD

(Company limited by guarantee and not having a share capital)

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022 (continued)

#### 1 ACCOUNTING POLICIES (continued)

##### (e) Fixed assets

Fixed assets are stated in the balance sheet at cost less depreciation. Assets are only capitalised when purchase cost is equal to or greater than £500.

Depreciation is provided so as to write off the cost of the fixed assets, less their residual value, over the estimated useful lives of the assets, at the following rates:

Office equipment	33.3% straight line
Minibuses	25% reducing balance

##### (f) Recognition of liabilities

A liability arises as soon as there is a legal or constructive obligation committing the charity to the expenditure as described in FRS 102.

##### (g) Pension costs

Contributions in respect of the company's defined contribution scheme are charged to the Statement of Financial Activities for the year in which they are payable to the scheme. Differences between contributions payable and contributions actually paid in the year are shown as either accruals or prepayments at the year end.

#### 2 LEGAL STATUS

The charity is a company limited by guarantee and has no share capital. The charitable company was incorporated on 12 March 1997 in England and Wales and was registered on 2 April 1997 with the Charity Commission in England and Wales. The charity is a public benefit entity.

The registered office of the charitable company is Unit 1 Andover Bus Station, West Street, Andover, Hampshire, SP10 1QP.

#### 3 DONATIONS AND LEGACIES

Analysis of income by source:	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
Hampshire County Council	61,775	-	61,775	60,152
Test Valley Borough Council	38,190	-	38,190	36,137
Other grants received - COVID-19 support	11,500	-	11,500	50,755
Other funds raised	2,205	-	2,205	797
	<u>113,670</u>	<u>-</u>	<u>113,670</u>	<u>147,841</u>



**UNITY (SOUTHERN) LTD**

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**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022 (continued)****4 INCOME FROM CHARITABLE ACTIVITIES**

Analysis by type of activity:	Unrestricted funds	Restricted funds	Total 2022	Total 2021
	£	£	£	£
HCC Transport Project (including Shopmobility)	-	198,401	198,401	174,255
Payroll services	17,255	-	17,255	15,449
Project activities	15,000	201,188	216,188	262,275
	<u>32,255</u>	<u>399,589</u>	<u>431,844</u>	<u>451,979</u>

**5 STAFF COSTS**

	Gross wages	Social Security	Pension	Total 2022	Total 2021
	£	£	£	£	£
Project staff	235,868	11,481	3,654	251,003	237,602
Central support staff	108,872	8,817	2,648	120,337	97,659
	<u>344,740</u>	<u>20,298</u>	<u>6,302</u>	<u>371,340</u>	<u>335,261</u>

The average number of employees directly employed by the charity during the year was as follows:

	2022	2021
Project staff	21	18
Central support staff	4	4
	<u>25</u>	<u>22</u>

No employee of the charity received emoluments of more than £60,000 during this year or the prior year.

Key management personnel were paid a total of £131,646 (2021: £125,131) (paid to four (2021: four) employees).

Included within staff costs is £16,880 payable to One Community, Eastleigh for the shared transport manager (2021: £10,209).

**6 PAYROLL SERVICES**

The charitable company operates a payroll service for a number of not for profit organisations in the surrounding area. Unity processes the payroll and pays the individual staff members and HMRC, directly from their bank account. The other organisations reimburse Unity for these salary costs on invoice. Unity is acting as an agent so the transactions are not shown on the Statement of Financial Activities.

The movement of funds through the charitable company's bank account is as follows:

	Total 2022	Total 2021
	£	£
Balance owing to/(from) payroll clients at start of year	12,639	17,004
Income received excluding charges	685,765	545,604
Salary and HMRC payments made	(678,661)	(549,969)
Balance owing to/(from) payroll clients at end of year	<u>19,743</u>	<u>12,639</u>

**UNITY (SOUTHERN) LTD**  
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**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022 (continued)**

**7 TOTAL EXPENDITURE**

**COSTS DIRECTLY ALLOCATED TO ACTIVITIES:**

	Voluntary income	HCC Transport Project	Payroll services	Project activities	Total 2022	Total 2021
	£	£	£	£	£	£
Staff costs (note 5)	-	93,824	-	157,179	251,003	237,602
Travel and motor running costs	757	55,157	-	4,359	60,273	45,299
Office costs	418	7,943	-	5,580	13,941	9,631
Depreciation	-	18,087	-	-	18,087	24,465
Loss on disposal of fixed assets	-	(2,935)	-	-	(2,935)	-
Equipment	-	5,327	-	-	5,327	4,738
Project development	-	-	-	2,250	2,250	14,923
Marketing and promotions	-	-	-	1,714	1,714	1,441
Shopmobility insurance	-	995	-	-	995	817
Payroll services	-	-	220	-	220	330
Food distribution project	-	-	-	-	-	13,100
Digital Community Support IT costs	-	-	-	4,685	4,685	10,641
Support given to Cardea	-	-	-	24,472	24,472	-
Other direct costs	-	1,606	-	3,904	5,510	8,680
	<b>1,175</b>	<b>180,004</b>	<b>220</b>	<b>204,143</b>	<b>385,542</b>	<b>371,657</b>

**SUPPORT COSTS ALLOCATED TO ACTIVITIES:**

Staff costs (note 5)	63,297	45,126	-	11,913	120,337	97,659
Premises costs	4,606	1,287	-	120	6,013	5,551
Administration costs	6,579	7,375	-	1,066	15,020	17,680
Travel expenses	680	595	-	165	1,440	2,340
Insurance	1,523	934	-	-	2,457	1,007
Accountancy	1,157	631	-	450	2,238	2,298
Depreciation	1,755	819	-	-	2,574	1,647
Other support costs	1,549	845	-	602	2,996	8,800
	<b>82,321</b>	<b>237,616</b>	<b>220</b>	<b>218,459</b>	<b>538,617</b>	<b>508,639</b>

Included within accountancy above are amounts due to the independent examiners in relation to independent examination of £2,000 (2021: £2,000) and £238 for other work (2021: £298).

Support given to Cardea represents the financial support given to the charity's subsidiary, Cardea Ltd. The support included the initial investment into setting up the home support services. The activities within Cardea have ceased and Unity now provides a similar service called Health and Care.

**UNITY (SOUTHERN) LTD**

(Company limited by guarantee and not having a share capital)

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022 (continued)**

8	TANGIBLE ASSETS		Fixtures, fittings and equipment	Total
		Motor vehicles £	£	£
	Cost			
	At 1 April 2021	403,841	26,179	430,020
	Additions	-	1,532	1,532
	Disposals	(103,618)	(14,927)	(118,545)
	At 31 March 2022	300,223	12,784	313,007
	Depreciation			
	At 1 April 2021	329,829	20,480	350,309
	Charge for the year	18,087	2,574	20,661
	On disposals	(101,953)	(14,927)	(116,880)
	At 31 March 2022	245,963	8,127	254,090
	Net book value			
	At 31 March 2022	54,260	4,657	58,917
	At 1 April 2021	74,012	5,699	79,711
9	DEBTORS		2022	2021
			£	£
	Trade debtors		26,267	15,382
	Other taxation		2,550	4,004
	Other debtors		-	64,042
	Prepayments and accrued income		21,531	33,499
			50,348	116,927
10	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		2022	2021
			£	£
	Trade creditors		3,390	10,092
	Taxation and social security		6,284	-
	Other creditors		2,612	811
	Accruals and deferred income		45,288	96,530
	Amounts held as custodian trustee (see note 11)		40,240	18,689
			97,814	126,122
11	AMOUNTS HELD AS CUSTODIAN TRUSTEE		2022	2021
			£	£
	The charity held funds on behalf of the following organisations at 31 March:			
	Active Recovery Community		-	1,758
	Romsey Dementia Advice Group		15,591	15,891
	Andover Dementia Advice Group		1,040	1,040
	NHS Healthier Communities		13,619	-
	Community Infrastructure Partnership CIC		9,990	-
			40,240	18,689

**UNITY (SOUTHERN) LTD**

(Company limited by guarantee and not having a share capital)

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022 (continued)****12 MOVEMENT IN FUNDS**

	Balance at 1 April 2021	Income	Expenditure	Transfers between funds	Balance at 31 March 2022
	£	£	£	£	£
<b>Restricted funds</b>					
Community Transport & Dial-a-Ride	66,401	162,601	(140,473)	(18,382)	70,147
The Community Project	7,094	-	-	-	7,094
Shopmobility	14,351	35,800	(33,780)	(2,000)	14,371
Woodley Youth Club	1,587	-	-	-	1,587
Supported Families	34,554	-	-	(34,554)	-
Winchester Supported Families	7,747	17,663	(17,664)	(7,746)	-
NHS Health Check Training	33,846	-	-	(33,846)	-
Army covenant - stronger families	10,432	-	(10,432)	-	-
Sports England	12,610	-	(12,610)	-	-
Heritage Volunteering	3,629	35,000	(17,794)	(15,483)	5,352
Volunteer centre	1,970	-	(408)	-	1,562
Volunteer Awards	1,206	-	-	-	1,206
<b>Community Development</b>					
- Social Prescription	21,621	14,400	(10,459)	(1,631)	23,931
- Streets	489	-	-	(489)	-
Digital Community Support	-	32,637	(25,260)	(5,871)	1,506
Health and Care	10,607	31,997	(27,348)	(8,689)	6,567
HCC Supporting families Young People	-	11,366	(8,821)	(1,125)	1,420
Army Covenant Forces for Change	-	12,989	(11,524)	(1,465)	-
Covid Outbreak Management Fund	-	26,730	(26,730)	-	-
Get going again	-	18,406	(6,775)	(11,631)	-
<b>Total restricted funds</b>	<b>228,144</b>	<b>399,589</b>	<b>(350,078)</b>	<b>(142,912)</b>	<b>134,743</b>
<b>Unrestricted funds</b>					
<b>Designated funds</b>					
Project development Fund	75,000	-	-	-	75,000
<b>General funds</b>	<b>164,269</b>	<b>145,925</b>	<b>(188,539)</b>	<b>142,912</b>	<b>264,567</b>
<b>Total funds</b>	<b>467,413</b>	<b>545,514</b>	<b>(538,617)</b>	<b>-</b>	<b>474,310</b>

The holding of unrestricted funds (free reserves) is essential to the ability of the charity to operate.

The general funds balance at the year end of £264,567 (2021: £164,269) is in line with our reserves policy as noted on page 4, which the trustees continually monitor.

**Community Transport & Dial-a-Ride**

This fund is to provide accessible transport for those unable to access public transport.

**The Community Project**

Community development activities in Test Valley.

**Shopmobility**

Funding for the provision of shopmobility services.

**Woodley Youth Club**

Holding funds for youth provision in the Woodley area.

## **UNITY (SOUTHERN) LTD**

(Company limited by guarantee and not having a share capital)

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022 (continued)**

#### **12 MOVEMENT IN FUNDS**

##### **Supported Families**

Enabling disadvantaged families to develop local events and activities in their communities.

##### **Winchester Supported Families**

This funding from Hampshire County Council is to provide focus support for vulnerable old people to enable them to remain in their own home.

##### **NHS Health Check Training**

Provides competency training to Hampshire County Council preferred NHS providers, including GP surgeries and pharmacies who give health check training to people aged 45 and above who may be at risk of serious illness.

##### **Army covenant - stronger families**

Integrating young people from Army families into "Streets" - a community action and informal education project for young people aged 13-25, consisting of workshops on language, culture and healthy living for young people with problems such as drugs and alcohol abuse, mental health and lack of self-confidence.

##### **Sports England**

The creation of a 10 km fitness trail around the town of Romsey, suitable for walkers, runners and cyclists of any age and level of ability.

##### **Heritage Volunteering**

Unity will recruit army veterans as heritage volunteers. The project will harness the skills that veterans have learned during their army service to help people of all ages connect with the historical and natural heritage of their community. It will also promote the veterans' integration into the civilian world.

##### **Volunteer centre**

Unity work to build community resilience this is most effective when communities are informed, engaged and empowered. We provide this support by engaging with communities, charities and the voluntary sector across the Test Valley which enables volunteer and community based groups to come together in working partnerships. This support is free to access and helps the local communities by supporting charities, enabling them to develop and support the needs of their member who are often vulnerable members of the community.

##### **Volunteer Awards**

Provides awards to volunteers from the local area who have made a positive impact on the community.

##### **Social Prescription**

Providing a bridge between primary care in the Andover area and the community organisations delivering interventions that contribute to people's health and wellbeing.

##### **Streets**

A project involving vulnerable young people under 25 suffering from homelessness, drug abuse and social isolation. The project helps to create a peer support network and to develop life skills, a sense of worth and to support community events and activities.

## **UNITY (SOUTHERN) LTD**

(Company limited by guarantee and not having a share capital)

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022 (continued)**

#### **12 MOVEMENT IN FUNDS (continued)**

##### **Digital Community Support**

The funding will deliver activities specifically aimed to support communities through the Covid-19 crisis by providing support and training to increase the availability of online services and digital support to vulnerable people across the Test Valley.

##### **Health and Care**

The Unity Health and Care Team deliver support services into communities across the Test Valley and beyond, aiming to build community resilience and support those members of our communities who may be vulnerable. Our Home Support Service to those people who need a little bit of assistance at home to enable them to maintain their independence. Our Decluttering service is designed to provide support to clients who have an area of their home they wish to sort through and reorganise or declutter.

##### **HCC Supporting Families Young People**

Social prescription service for young people aged 13-18. Enabling young people to access support services centred on various forms of community activity as an alternative or a complement to medical interventions.

##### **Army Covenant Forces for Change**

The project will provide a route for Forces families stationed in and around Bulford Camp to engage with the local community as we emerge from lockdown. Families will be able to make full use of the health and wellbeing, leisure and training facilities as part of a local community.

##### **Covid Outbreak Management Fund**

Funding from COMF to support activities undertaken by the Hampshire CVS Network, in support for the voluntary and community sector. This includes ensuring VCSE capacity is maintained to support vulnerable residents and mobilising and co-ordinating sufficient volunteers, to support those shielding.

##### **Get going again**

A personalised service to enable people who are clinically extremely vulnerable to make informed decisions about their return to community life.

##### **Project development Fund**

The purpose of the development fund is to cover costs associated with matched funding tender applications and other initial expenditure for future planned projects.

#### **13 TRANSFERS BETWEEN FUNDS**

During the year, management charges of £66,277 (2021: £14,882) were attributed to certain restricted funds, for administration and other office costs paid through the unrestricted general funds.

Transfers for Supported Families, Winchester Supported Families, NHS Health Check Training and Streets represent staff costs and overheads not allocated against the restricted funds in prior years. Monitoring of these projects by the respective funders was completed on a results basis as opposed to actual cost reporting.

**UNITY (SOUTHERN) LTD**

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**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022 (continued)****14 RELATED PARTY TRANSACTIONS**

During the year indemnity insurance was obtained to cover the trustees in the event of any misrepresentation of the organisation. The cost of this policy is not separately identifiable as it is included in the main premium.

During the year £23,520 (2021: £20,226) was paid for insurance to Fluidity Insurance Consultants Ltd, a company which Mrs L Neilson, trustee, is a director.

During this and the prior year, no trustees were reimbursed for expenses incurred on the charity's behalf.

**15 ANALYSIS OF FUNDS**

Fund balances as at 31 March 2022 are represented by:

	<b>Restricted funds</b>	<b>Unrestricted funds</b>	<b>Designated funds</b>	<b>Total</b>
	£	£		£
Fixed assets	54,259	5,698	-	58,917
Net current assets	80,484	258,869	75,000	415,393
	<u>134,743</u>	<u>264,567</u>	<u>75,000</u>	<u>474,310</u>

Fund balances as at 31 March 2021 are represented by:

	<b>Restricted funds</b>	<b>Unrestricted funds</b>	<b>Designated funds</b>	<b>Total</b>
	£	£		£
Fixed assets	74,013	5,698	-	79,711
Net current assets	154,131	158,571	75,000	387,702
	<u>228,144</u>	<u>164,269</u>	<u>75,000</u>	<u>467,413</u>

**16 COMMITMENTS**

At 31 March 2022, the charity had total commitments under non-cancellable operating leases, due as follows:

	<b>2022</b>	<b>2021</b>
	£	£
Within one year	18,048	17,530
Between 2 to 5 years	28,104	36,409
In more than 5 years	5,985	9,975
	<u>52,137</u>	<u>63,914</u>

**UNITY (SOUTHERN) LTD**

(Company limited by guarantee and not having a share capital)

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022 (continued)**

## 17 PRIOR YEAR STATEMENT OF FINANCIAL ACTIVITIES

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £
<b>INCOME</b>				
Donations and legacies	3	147,841	-	147,841
Charitable activities	4	27,224	424,755	451,979
Investment income		-	-	-
Other income - CJRS		29,090	-	29,090
<b>Total income</b>		<b>204,155</b>	<b>424,755</b>	<b>628,910</b>
<b>EXPENDITURE</b>				
Costs of generating voluntary income		71,954	-	71,954
Charitable activities		38,948	397,737	436,685
<b>Total expenditure</b>	7	<b>110,902</b>	<b>397,737</b>	<b>508,639</b>
<b>NET INCOME BEFORE TRANSFERS</b>		<b>93,253</b>	<b>27,018</b>	<b>120,271</b>
TRANSFERS BETWEEN FUNDS	18	14,882	(14,882)	-
<b>NET INCOME FOR THE YEAR</b>		<b>108,135</b>	<b>12,136</b>	<b>120,271</b>
FUND BALANCES AT 1 APRIL 2020		131,134	216,008	347,142
<b>FUND BALANCES AT 31 MARCH 2021</b>	18	<b>239,269</b>	<b>228,144</b>	<b>467,413</b>



# **UNITY (SOUTHERN) LTD**

(Company limited by guarantee and not having a share capital)

## **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022 (continued)**

### 18 PRIOR YEAR MOVEMENT IN FUNDS

	Balance at 1 April 2020	Income	Expenditure	Transfers between funds	Balance at 31 March 2021
	£	£	£	£	£
<b>Restricted funds</b>					
Community Transport & Dial-a-Ride	58,937	142,358	(134,894)	-	66,401
The Community Project	4,655	30,000	(27,561)	-	7,094
Shopmobility	13,440	31,897	(30,986)	-	14,351
Woodley Youth Club	1,587	-	-	-	1,587
Supported Families	34,554	-	-	-	34,554
Winchester Supported Families	5,266	25,023	(21,342)	(1,200)	7,747
NHS Health Check Training	33,846	-	-	-	33,846
Army covenant - stronger families	2,055	51,959	(37,162)	(6,420)	10,432
Sports England	-	52,015	(35,405)	(4,000)	12,610
Heritage Volunteering	33,250	-	(26,359)	(3,262)	3,629
Volunteer centre	1,990	-	(20)	-	1,970
Volunteer Awards	1,206	-	-	-	1,206
Supporting volunteering	6,300	-	(6,300)	-	-
<i>Community Development</i>					
- Social Prescription	18,433	41,200	(38,012)	-	21,621
- Streets	489	-	-	-	489
Digital Community Support	-	25,809	(25,809)	-	-
Health and Care	-	11,394	(787)	-	10,607
<b>Total restricted funds</b>	<b>216,008</b>	<b>424,755</b>	<b>(397,737)</b>	<b>(14,882)</b>	<b>228,144</b>
<b>Designated funds</b>					
Project development Fund	-	-	-	75,000	75,000
<b>Unrestricted funds</b>	<b>131,134</b>	<b>204,155</b>	<b>(110,902)</b>	<b>(60,118)</b>	<b>164,269</b>
<b>Total funds</b>	<b>347,142</b>	<b>628,910</b>	<b>(508,639)</b>	<b>-</b>	<b>467,413</b>