



**REPORT OF THE TRUSTEES AND  
AUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2023  
FOR  
CANOLFAN CYNGHORI YNYS MON CITIZENS  
ADVICE BUREAU**



Williams Denton Cyf  
Chartered Certified Accountants  
Statutory Auditors  
Glaslyn  
Ffordd y Parc  
Parc Menai  
Bangor  
Gwynedd  
LL57 4FE

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FOR THE YEAR ENDED 31 MARCH 2023**

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**REPORT OF THE TRUSTEES  
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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 2023. 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).

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

The principal activity of the charity is to help people resolve their legal, money and other problems by providing free information and advice and by influencing policymakers. The Citizens Advice Service is independent and provides free, confidential, impartial advice to everyone regardless of race, gender, sexuality or disability.

Ynys Môn Citizens Advice aims to champion equality through the way we operate, the advice we provide, and our role in research & campaigns development. Our service is accessible to all, which empowers the disenfranchised.

The charity's main objectives for the year are to maintain and expand current volunteer base, to enable us to increase our outreach, digital and in person services.

Strategies for achieving its stated objectives - to be proactive in recruitment of volunteers through local and social media, raising profile of service to attract volunteers through attending local events and community groups and by engaging with employees who are considering retirement. We will also offer placements to students and those seeking work experience to give them a real grassroots view of how our organisation operates. We will review our 3-year business & strategic plan at regular intervals and update as required. Activities that contribute to the achievement of the stated objectives is a robust recruitment campaign comprising of publicity activity, presentations to community groups, open door advice service and virtual video conferencing (digital face to face service), bilingual telephone service, webchat service, appointment service, research & campaigns strategy, utilisation of volunteers for administration and engaging in effective partnership working.

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2023**

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**OBJECTIVES AND ACTIVITIES**

**Significant activities**

We have:

-Undertaken various digital campaigns, which have allowed members of the public to engage directly with decision makers - For example:

- Big Energy Savings Network events (digital & in person events )
- Scams Awareness Week
- Administered Cost of Living fund
- Provided regular digital promotional updates on services
- Extended our Tier 1 support to clients with mental health issues (ICAN) to additional venues across the island and provided a remote drop-in service
- Deliver one-to-one energy advice service to proactively support people living in or at risk of fuel poverty
- Deliver one-to-one energy advice service to frontline workers across North Wales to allow frontline workers to proactively identify and support people living in or at risk of fuel poverty
- Provided Litigation in Person through Access to Justice (Mid/North Wales Law Clinic) working with several partners and Bangor University Law School
- Actively engaged in the 2 Sisters Food Group task force and operational workshops to support workers and employees of the 2 Sisters Food Group that were being dismissed/made redundant after the factory in Llangefni closed. The workshops provided advice and information on benefits, debts, employment, cost of living, and mental health support. We attended the initial 5 weeks events arranged events as well as the additional weeks' events that later developed and the job fairs that were set up on Anglesey.
- We were part of the cross-partnership Christmas hamper scheme providing food to the most vulnerable in the community.
- Increased the communities accessibility to support to provide Saturday drop-in clinic from January-March 2023
- We were engaged in the 'Support for Ukraine - Wales Conference' to contribute to discussions on how to support Ukrainians that would be housed within North Wales. We also attended the Ukraine Mental Health and Wellbeing Support Group to promote how we could support Ukrainians on Anglesey.
- We attended outreach events across the island to help those in the community that may otherwise not access us for support but that may be struggling with the cost of living. This included visiting areas such as: Aberffraw, Amlwch, Benllech, Beaumaris, Bodedern, Bryngwran, Llandegfan, Llanddona, Llanerchymedd, Llanfaelog, Llanfaes, Llanfechell, Llangefni, Holyhead, Rhosneigr, Talwrn, and Valley. It also allowed us to keep statutory and third sector partners up to date on the services we provide.

**Public benefit**

The trustees have paid due regard to the Charity Commission's guidance on public benefit in deciding the activities undertaken by the Ynys Mon Citizens Advice during the year. The trustees are satisfied that the information provided in the report and accounts meets the public benefit reporting requirements.

**Volunteers**

The Charity appreciated the service of approximately 10 active volunteers throughout the year, who provided an effective and efficient advice service to members of the public. Through Research & Campaigns they help influence government and other organisations by informing them of the effect of their actions on the lives of clients. Our annual satisfaction survey continues to indicate strong positive results



**REPORT OF THE TRUSTEES  
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**ACHIEVEMENT AND PERFORMANCE**

**Charitable Activities - How our activities deliver public benefit**

Our Advice giving helped approximately 16,150 people this financial year (a 40% increase on previous year), these clients depend on us to deliver accurate and effective advice. We remain the only local provider on the island that is subject to a regular comprehensive audit across the quality of advice we deliver to the public. The main advice issues this year Universal Credit, Personal Independence Payments, and Mental Health support. We continue to provide increased advice on welfare benefits, debt and employment.

We identified £6,013,283 of benefit and debt related gains, which includes income gain/debts written off/repayments rescheduled and was achieved, with a combined effort from our Advicelink Specialist Debt/Welfare Benefits and Generalist projects. Through the generalist advice service, we identified over £6 million pounds' worth of extra income for our islands residents.

We dealt with £751,129 worth of debt from 91 clients with 439 debt issues, for Ynys Môn during the financial year

We are the only organisation on the island who are approved Debt Relief Order Intermediaries.

We offer comprehensive training for all volunteer roles, offering accreditation, upskilling in a welcoming and social environment. Our committed volunteers operate the entire front line delivery of service across the island.

Our ICAN Connector project, which is funded by Betsi Cadwaladr is one of very few services available on the island for clients experiencing mental health conditions.

Our Litigation in Person Project through Access to Justice Foundation (North & Mid Wales Law Clinic/HALS) provides legal advice to clients referred by local Citizens Advice offices across North/Mid Wales. It aims to provide a service to people who would otherwise be denied access to legal advice. It also aims to create and maintain a legal advice services network across seven counties and to identify gaps and meet training needs relating to social welfare advice.

We are the Regional Lead for Energy in North Wales and have co-ordinated Fuel Poverty Workshops across the Region, delivered digital Energy Awareness workshops to community groups and assisted individuals with income maximisation, debt support and financial capability skills through our Energy Advice Project and Force for Energy service.

**Quality Assurance**

-We are a member of the National Citizens Advice Organisation having passed an audit of the quality of advice and membership standards.

- A standards-based quality assurance system, based on self-assessment and external scrutiny system; quarterly quality audits and organisational annual audit ensures the continuous improvement of our services.

- We hold an Advice Quality Standard Service in generalist advice and specialist casework for Debt, Employment, Housing, Welfare Benefit, Health and Community Care -. We also hold Welsh Governments IAQF quality mark.

- We have Charity Commission endorsement.

- Our information system covers all subjects on which clients seek advice and is always completely up-to-date; it is the most comprehensive system of its kind in the UK and is available in electronic form.

- We have access to a National competence-based training and assessment scheme for all staff - paid and unpaid.

- We have the only approved Debt Relief Order Intermediaries on the island

- Our Energy Advisers are all City & Guilds Level 3 qualified.

**Use of Volunteers and Provision of Community Training**

- 10% of our staff are volunteers/students undertaking law degrees - this can be equated to a notional cost of £110,000

- We provide generalist Adviser training for the local community.

- We actively target volunteers from all groups within the community.

- Our accredited training course makes volunteers more employable and indeed we lose a high number because after working with us employers acknowledge their new found skills.

- We have trained 10 volunteers this year as generalist advisers.

- 5 volunteers left to enter into employment. / 3 volunteers left during the year to return to full time university education.

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2023**

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**Holistic Approach and Preventative Work**

We provide advice and problem solving on every subject from debt and employment to housing and discrimination to immigration and welfare benefits- we are the original one stop shop!

It is important that Government, Welsh Government and Local Authorities understand the effectiveness of investing in preventative Advice services. By investing in us we are saving the Local Authority, National Governments and Health Boards a significant amount of money as our services prevent stress, provide increase of knowledge and rights, all of which if provided early enough thwart the various conditions that could be developed due to complex problems and needs within our communities.

- Income maximisation work directly tackles the links between poverty and ill-health - our benefit and debt related gains for 2022/2023 were over £6 million.
- Timely advice can prevent further crises, such as homelessness, time off work ill and unemployment.
- We improve the quality of life for many clients, for example reducing the stress of debt, maximising income and challenging injustice.

**Specialist Knowledge and Casework**

-We offer specialist casework in debt, welfare benefits, housing & employment. This is the area of work that we need to attract additional funding for to support our generalist advice service, which is currently inundated with enquiries due to the aftermath of the pandemic effects and the current cost of living crisis. Specialist support requires regular one to one support and can last for up to 12 months for some individuals.

**Independence, Impartiality and Innovation**

- We are a charity governed by a Trustee Board, which has representation from and is accountable to the local community.
- Citizens Advice are best placed to succeed with innovation as local projects can be supported by national infrastructure which helps stimulate developments and disseminates good practice.

**Annual Statement of Internal Control**

- The trustee board has approved an Information Assurance Strategy, having identified the risk presented by the significant amounts of client data held in the bureau. GDPR UK regulations (which sits alongside an amended version of the DPA 2018) are adhered to and an information assurance management team exists to ensure the confidentiality, integrity and availability of all our sensitive data assets is maintained to a level which is consistent with the requirements of our clients, our funders and our strategic partners. The organisation aims to achieve an appropriate level of compliance to the Data Protection Act, the Cabinet Office's Security Policy Framework and to industry best practice, as defined by the ISO 27000 series of standards and are currently working toward Cyber Essentials Plus accreditation. The Trustee Board also meet quarterly and receive a report of compliance from the CEO. We also have a Finance and General Purposes Committee who oversee our financial governance. Every Trustee has Portfolio responsibility for areas of Governance and are expected to conduct compliance reviews regularly.

**Working in Partnership**

- We have strengthened our relationships with Betsi Cadwaladr University Health Board, GPs and Primary Care Providers and have a number of partnership initiatives.
- We delivered digital Law Clinic events to over 300 participants across North & Mid Wales involving Pro Bono Network in partnership with the 6 other citizens advice services across the Region, Bangor University Law School and Pro bono partners
- We have been active members in contributing to the Council's Tackling -Poverty Strategy by delivering training on Bailiffs, increasing money advice provision, income maximisation, financial capability, energy advice allowing us to engage with the some of the most vulnerable clients.
- We have a genuine commitment to working with other organisations both within the voluntary sector and outside it, whether to share resources, make appropriate referrals, effecting change and co-operating on improving access to advice and information.

**Effective Planning and Monitoring of Services**

- Citizens Advice have a solid track record for the stewardship of public funds.

**CANOLFAN CYNGHORI YNYS MON CITIZENS  
ADVICE BUREAU**

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- Local Citizens Advice work together locally to plan strategic service delivery and national telephone service
- We undertake rigorous standards of planning and produce a three-year business and development plan.
- We are committed to improving services by acting on audit recommendations, client satisfaction surveys and other consultation results, client and community needs analysis, staff appraisals and learning from the good practices of other agencies.

**In the Forefront of Advice Provision Development**

- We keep abreast of changes in the advice and information field.
- We are currently working with Citizens Advice to transform access to advice services.
- We have access to Citizens Advice extensive IT development programme and the computerisation of the entire CA service has already achieved an electronic information system, case recording and management systems with the additional function for clients to be able to upload their documents directly to their casefile
- The knowledge of the community makes us an effective partner in local initiatives.

We are a member/partner of the following groups:

- Bangor University Social Sciences/Law Faculties
- Pawb Gyda'n Gilydd / All Together here homelessness forum
- Foodbank Partnership
- Covid 19 Strategic Partnership
- Bwyd Da Môn
- North Wales Regional Advice Network
- Tackling Poverty Network
- Pro bono Committee for Wales
- Action on gambling harm group
- 2 Sisters Food Group Task Force and 2 Sisters Operational group
- North Wales Regional community hub support engagement group
- Warm Space application funding panel
- Help to Claim community and partnership group
- Help Through Hardship Ynys Môn Partnership quality group
- ICAN oversight group, ICAN steering group and ICAN operational group
- Justice and Innovation group
- Network for Justice group
- Rights of Women FLOWS forum
- Housing Support Grant Supporting People Provider Forum
- UK SPF Ynys Môn Partnership group

**Effective Research and Campaigns Work**

- We draw on client's experiences to help with the development of social policies and services; their knowledge can be used to help central and local government and health authorities devise more effective anti-poverty and local economic regeneration strategies.
  - We have good statistical recording and monitoring system, which can while preserving the confidentiality of clients provide valuable data to other agencies and policy-makers.
- We work closely with our elected members to influence policy.

Some of our successes this year were:

- Undertaken various digital campaigns, which have allowed members of the public to engage directly with decision makers - For example:
  - Big Energy Savings Network events (digital & in person events)
  - Scams Awareness Week
  - Administer Cost of Living fund
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- Provided regular digital promotional updates on services
- Extended our Tier 1 support to clients with mental health issues (ICAN) to additional venues across the island and provided a remote drop-in service
- Delivered one-to-one energy advice service to proactively support people living in or at risk of fuel poverty
- Delivered one-to-one energy advice service to frontline workers across North Wales to allow frontline workers to proactively identify and support people living in or at risk of fuel poverty
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- Increased the communities accessibility to support to provide Saturday drop-in clinic from January-March 2023
- We were engaged in the 'Support for Ukraine - Wales Conference' to contribute to discussions on how to support Ukrainians that would be housed within North Wales. We also attended the Ukraine Mental Health and Wellbeing Support Group to promote how we could support Ukrainians on Anglesey.
- We attended outreach events across the island to help those in the community that may otherwise not access us for support but that may be struggling with the cost of living. This included visiting areas such as: Aberffraw, Amlwch, Benllech, Beaumaris, Bodedern, Bryngwran, Llandegfan, Llanddona, Llanerchymedd, Llanfaelog, Llanfaes, Llanfechell, Llangefni, Holyhead, Rhosneigr, Talwrn, and Valley. It also allowed us to keep statutory and third sector partners up to date on the services we provide
- Ensured that all our frontline advisers were trained to "ASK" meaning that our rate of disclosure increased by 20% compared with the previous year
- Took part in the Christmas Hamper Project 2022. The project delivered 250 vouchers to individuals in need on Ynys Môn of which all were offered holistic advice / 60 of these received full caseworker support from the Energy Team.

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**FINANCIAL REVIEW**

**Approach and Principal Funding Sources**

As a service providing charity without permanent endowment, almost all Ynys Môn CA funding comes through annual grants and contracts. Core funding is provided by the Isle of Anglesey County Council. This makes up less than 10% of turnover. About 80% of income is grant aid from National Citizens Advice, which includes funding from Welsh Government and central government for specific projects. Other major grants are provided by our National Citizens Advice Service, Citizens Advice Cymru, Welsh Government, Ministry of Justice, Betsi Cadwaladr, Tudor Trust, Energy Redress and the British Gas Energy Trust. Most of the projects are funded year by year and although some projects ended we have been successful in alternative bids/funders to continue the services on a similar scale.

**Financial Performance**

Incoming resources in the year were £1,484,405 (2022 - £1,088,519). Of this £1,320,831 related to project restricted activities (2022 - £881,042).

**Efficiency Savings**

The scope for budget reduction is limited as a result of savings made in recent years. Due to us offering a hybrid working pattern to our team we have made savings on office overheads. Additionally we have made savings by collaborating on projects with the local authority, and other appropriate partners and we work with National Citizens Advice and other local Citizens Advice to collaborate across Wales and England.

**Year End Position and Movement in Reserves**

The purpose of reserves and the balance on each is shown at note 15 of the accounts. The net available unrestricted funds stand at £768,982, with £423,729 of this being treated as designated funds.

**Reserves Policy and Going Concern**

The Board of Trustees reviews the reserves annually. Although Ynys Môn CA has successfully funded its activities from the available core and project funding over the last few years, the trustees recognise that the organisation is vulnerable to economic downturns. I

It considers that the organisation needs to hold reserves to protect core activities, which means being able to fund obligations, including potential redundancy costs in the event of loss of grant; and to enable balanced strategic planning.

To support its aim, the Board consider it appropriate to hold general reserves which is sufficient to continue running the organisation for at least six months. It has established a contingency reserve (£66,726) and redundancy reserve for MAS project (£7,003) to ensure that there are sufficient funds to pay committed costs such as redundancy payments, leasing commitments, etc in the event of the charity being wound up.

The charity's survival is largely dependent on funding from local authorities and government agencies. The financial statements have been prepared on the assumption that adequate funding will be available in the future and therefore the trustees consider it appropriate to prepare the financial statements on a going concern basis.

**Investment Policy**

Most of the charity's income is spent in the year it is received. Funds held in reserve are intended to be available to cover short term running costs, or costs of winding up projects. The new property reserve may well be required in the future. This means funds are not available for long term investment. At the balance sheet date, surplus cash was held in interest bearing accounts (£569k and £85k) and in a AAA rated deposit fund (£85k). The investment policy has been reviewed and the intention is to diversify the investments to interest bearing accounts with a limit of £85k each in normal circumstances and to limit the deposit fund to £100k.



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**FUTURE PLANS**

Objective 1 : Enlarging & developing our workforce to increase capacity to meet demand and offer a variety of opportunities and roles to volunteers

Objective 2 : Transform the advice giving process- improve self-help opportunities, increase access to initial telephone services and maintain current number of channels for service delivery

Objective 3 : Extend our Research & Campaigns work -increase & improve the quality of our client evidence, work with partners to raise profile of social policy

Objective 4 :Building equality and diversity into everything we do

Objective 5- Developing preventative services- attempting to reach people at the first sign of need

Objective 6- Developing new initiatives into our service delivery- listening to our clients , reviewing our data and reacting to provide a service that meets those needs

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

Canolfan Cyngkori Ynys Mon Citizens Advice Bureau is a registered charity and a company limited by guarantee. Canolfan Cyngkori Ynys Mon Citizens Advice Bureau is also known and referred to as Citizens Advice Ynys Mon or Ynys Mon CA. The maximum liability of each member is limited to £1. At 31 March 2020 the company had 19 members (18- 31/03/2019) Canolfan Cyngkori Ynys Mon Citizens Advice Bureau is governed by its Memorandum and Articles of Association as amended on 27 October 2016.

Canolfan Cyngkori Ynys Mon Citizens Advice Bureau was incorporated as a company limited by guarantee on 24 December 1998. The charitable company commenced operations on 1 April 1999 at which date the assets and liabilities of the unincorporated Holyhead & District Citizens Advice Bureau were acquired.

**Recruitment and appointment of new trustees**

As set out in the Articles of Association the number of trustees in total shall not be more than 15 and not less than 3 and consists of:

a) elected trustees, of whom there shall not be no more than 10

and

b) trustees, nominated by member organisations and

c) Co-opted trustees, who may be appointed and removed at any time by the Board, providing that on appointment the total number of co-opted and nominated trustees does not exceed one third of the total numbers of trustees.

At the Annual General Meeting all elected trustees shall retire from office at the third annual general meeting following the annual general meeting at which they were elected but may be re-elected. All nominated or co-opted trustees shall retire from office at the third annual general meeting following the ordinary meeting of the trustee board at which they were appointed but may then be elected or re-appointed.

**Organisational structure**

Citizens Advice Ynys Mon is governed by its Trustee Board which is responsible for setting the strategic direction of the organisation and the policy of the charity. The Trustees carry the ultimate responsibility for the conduct of Citizens Advice Ynys Mon and for ensuring that the charity satisfies its legal and contractual obligations. Trustees meet as a minimum quarterly and delegate the day-to-day operation of the organisation to the CEO. The Trustee Board is independent from management. A register of members' interests is maintained at the registered office, and is available to the public.

**REPORT OF THE TRUSTEES  
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**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Induction and training of new trustees**

Trustee induction and training is a key part of making them an effective trustee and identifying the needs of the new trustee and ways to support them. Membership requirements specifies that all new trustee members are inducted and trained in a timely fashion and understand their responsibilities. Trustees are inducted via visiting the Charity, meeting staff and volunteers, obtaining induction activities, gaining an introduction into the Charity Management Information System and other trustee resources.

**Key management remuneration**

The remuneration of paid staff is set by reference to norms in the voluntary sector and in particular Citizens Advice in the region.

**Wider network**

The charity is a member of Citizens Advice (National Association of Citizens Advice Bureaux). Membership of Citizens Advice confers rights and responsibilities. The conditions for granting Membership are compliance with the Membership Scheme quality assurance standard. The charity agrees to submit itself to periodic audits as is reasonably required and to provide access to Citizens Advice staff or any other person authorised by Citizens Advice. The Charity has to ensure that its governing body can demonstrate responsibility, accountability and compliance with statutory legislation and show that its decisions are based on clear understanding of the relevant issues.

**Related parties**

Citizens Advice Ynys Mon is a member of Citizens Advice, the operating name of the National Association of Citizens Advice Bureaux, which provides a framework for standards of advice and casework management as well as monitoring progress against these standards. Operating policies are independently determined by the Trustee Board of Citizens Advice Ynys Mon in order to fulfil its charitable objects and comply with the national membership requirements.

The charity also co-operates and liaises with a number of other advisory services, local charities and social services departments on behalf of clients. Where one of the trustees holds the position of trustee/director of another charity they may be involved in discussions regarding that other charity but not in the ultimate decision-making process.

**Risk management**

Citizen Advice Ynys Mon has worked on a Corporate Risk Management exercise. A risk management strategy and risk register were agreed by the Trustee Board. The Trustees recognise that any major risks to which the charity is exposed need to be reviewed and systems put in place to mitigate those risks. To that end Citizens Advice Ynys Mon is continually monitoring and managing its risk, reviewing the corporate risk register and ensuring action plans are in place to mitigate its key risks.

Included in external risks is that of the loss of funding. The effects of this have been minimised by the procedures in place, which have resulted in funding being secured from a variety of sources. The charity continues to seek to diversify its funding sources. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the charitable company. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

**Annual Statement of Internal Control**

The charity trustee board has approved an Information Assurance Strategy, having identified the risk presented by the significant amounts of client data held in the charity. An information assurance management team exists to ensure the confidentiality, integrity and availability of all our sensitive data assets is maintained to a level which is consistent with the requirements of our clients, our funders and our strategic partners. The charity aims to achieve an appropriate level of compliance to the Data Protection Act, the Cabinet Office's Security Policy Framework and to industry best practice, as defined by the ISO 27000 series of standards.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

3688949 (England and Wales)

**CANOLFAN CYNGHORI YNYS MON CITIZENS  
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**Registered Charity number**

1074170

**Registered office**

44 Market Street  
Ground Floor Offices  
Holyhead  
Anglesey  
LL65 1UN

**Trustees**

H D Evans (Treasurer)  
A Rowlands (Vice Chair)  
M Salisbury (Chair)  
J V Jones (resigned 26.1.23)  
G M Evans-Jones (resigned 18.7.23)  
R Bonwick Salisbury  
S W Davies (resigned 8.8.23)  
S C Closs-Davies

**Company Secretary**

M Williams

**Senior Statutory Auditor**

Colin Bell FCCA

**Auditors**

Williams Denton Cyf  
Chartered Certified Accountants  
Statutory Auditors  
Glaslyn  
Ffordd y Parc  
Parc Menai  
Bangor  
Gwynedd  
LL57 4FE

**Solicitors**

T R Evans Hughes & Co  
Victoria Chambers  
Holyhead  
Anglesey  
LL65 1UR

**Key Management Personnel**

Ms J Blackwell (Chief Executive)  
Mrs M Williams (Finance Manager)

**Bankers**

Barclays Bank Plc  
273 High Street  
Bangor  
Gwynedd  
LL57 1UE



**CANOLFAN CYNGHORI YNYS MON CITIZENS  
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**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The trustees (who are also the directors of Canolfan Cyngkori Ynys Mon Citizens Advice Bureau for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

**STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS**


So far as the trustees are aware, there is no relevant information (as defined by Section 418 of the Companies Act 2006) of which the charitable company's auditors are unaware, and each trustee has taken all the steps that they ought to have taken as a trustee in order to make them aware of any audit information and to establish that the charitable company's auditors are aware of that information.

**AUDITORS**

The auditors, Williams Denton Cyf, will be proposed for re-appointment at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 11-10-23 and signed on its behalf by:



.....  
H D Evans (Treasurer) - Trustee

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF  
CANOLFAN CYNGHORI YNYS MON CITIZENS  
ADVICE BUREAU**

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**Opinion**

We have audited the financial statements of Canolfan Cyngkori Ynys Mon Citizens Advice Bureau (the 'charitable company') for the year ended 31 March 2023 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2023 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

**Other information**

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

**Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF  
CANOLFAN CYNGHORI YNYS MON CITIZENS  
ADVICE BUREAU**

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**Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

**Responsibilities of trustees**

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

**Our responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Based on our understanding of the charitable company and the environment in which it operates, we considered the risk of acts by the charitable company that were contrary to applicable laws and regulations, including fraud, and designed audit procedures in response to this risk. We focussed on laws and regulations which could give rise to a material misstatement in the financial statements, including, but not limited to, Companies Act 2006 and Charities Act 2011.

Our tests included:

- enquiring with management of any known or suspected irregularities, including fraud;
- evaluating the adequacy of internal controls designed to detect or prevent irregularities, including the risk of management override;
- agreeing the amounts and disclosures in the financial statements to underlying supporting documentation;
- testing journal entries to identify unusual transactions;
- evaluating whether there was evidence of management bias on key judgements and accounting estimates;
- reading the minutes of meetings of those charged with governance; and
- enquiring of management as to actual or potential litigation and claims.

There are inherent limitations in the audit procedures described above. The more removed that financial transactions are from the laws and regulations, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of trustees and management, and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those resulting from errors, as fraud may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Report of the Independent Auditors.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF  
CANOLFAN CYNGHORI YNYS MON CITIZENS  
ADVICE BUREAU**

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**Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Colin Bell FCCA (Senior Statutory Auditor)  
for and on behalf of Williams Denton Cyf  
Chartered Certified Accountants  
Statutory Auditors  
Glaslyn  
Ffordd y Parc  
Parc Menai  
Bangor  
Gwynedd  
LL57 4FE

Date: ..... 13/10/2023 .....

**CANOLFAN CYNGHORI YNYS MON CITIZENS  
ADVICE BUREAU**

**STATEMENT OF FINANCIAL ACTIVITIES  
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 MARCH 2023**

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	132	500	632	108
<b>Charitable activities</b>	5				
Advice and Information Service		153,750	1,320,159	1,473,909	1,073,709
Other trading activities	3	3,778	2,896	6,674	14,541
Investment income	4	3,189	-	3,189	161
<b>Total</b>		<u>160,849</u>	<u>1,323,555</u>	<u>1,484,404</u>	<u>1,088,519</u>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>	6				
Advice and Information Service		<u>100,362</u>	<u>1,258,090</u>	<u>1,358,452</u>	<u>894,127</u>
<b>NET INCOME</b>		<b>60,487</b>	<b>65,465</b>	<b>125,952</b>	<b>194,392</b>
Transfers between funds	15	<u>62,622</u>	<u>(62,622)</u>	<u>-</u>	<u>-</u>
<b>Net movement in funds</b>		<b>123,109</b>	<b>2,843</b>	<b>125,952</b>	<b>194,391</b>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		<u>645,873</u>	<u>78,770</u>	<u>724,643</u>	<u>530,252</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><b>768,982</b></u>	<u><b>81,613</b></u>	<u><b>850,595</b></u>	<u><b>724,643</b></u>

**CONTINUING OPERATIONS**

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

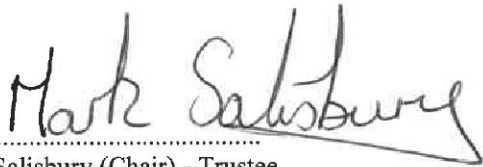
**CANOLFAN CYNGHORI YNYS MON CITIZENS  
ADVICE BUREAU**

**BALANCE SHEET  
31 MARCH 2023**

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	12	4,675	3,755	8,430	7,233
<b>CURRENT ASSETS</b>					
Debtors	13	54,311	16,773	71,084	36,659
Cash at bank and in hand		<u>716,430</u>	<u>67,808</u>	<u>784,238</u>	<u>755,033</u>
		770,741	84,581	855,322	791,692
<b>CREDITORS</b>					
Amounts falling due within one year	14	(6,434)	(6,723)	(13,157)	(74,282)
<b>NET CURRENT ASSETS</b>		<u>764,307</u>	<u>77,858</u>	<u>842,165</u>	<u>717,410</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>768,982</u>	<u>81,613</u>	<u>850,595</u>	<u>724,643</u>
<b>NET ASSETS</b>		<u>768,982</u>	<u>81,613</u>	<u>850,595</u>	<u>724,643</u>
<b>FUNDS</b>	15				
Unrestricted funds				768,982	645,873
Restricted funds				<u>81,613</u>	<u>78,770</u>
<b>TOTAL FUNDS</b>				<u>850,595</u>	<u>724,643</u>

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 11-10-23 and were signed on its behalf by:



M Salisbury (Chair) - Trustee



H D Evans (Treasurer) - Trustee

The notes form part of these financial statements

**CANOLFAN CYNGHORI YNYS MON CITIZENS  
ADVICE BUREAU**

**CASH FLOW STATEMENT  
FOR THE YEAR ENDED 31 MARCH 2023**

	Notes	2023 £	2022 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	1	<u>32,516</u>	<u>307,244</u>
Net cash provided by operating activities		<u>32,516</u>	<u>307,244</u>
<b>Cash flows from investing activities</b>			
Purchase of tangible fixed assets		(6,500)	(7,115)
Interest received		<u>3,189</u>	<u>161</u>
Net cash used in investing activities		<u>(3,311)</u>	<u>(6,954)</u>
<b>Change in cash and cash equivalents in the reporting period</b>		<b>29,205</b>	<b>300,290</b>
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u><b>755,033</b></u>	<u><b>454,743</b></u>
<b>Cash and cash equivalents at the end of the reporting period</b>		<u><u><b>784,238</b></u></u>	<u><u><b>755,033</b></u></u>

The notes form part of these financial statements



**CANOLFAN CYNGHORI YNYS MON CITIZENS  
ADVICE BUREAU**

**NOTES TO THE CASH FLOW STATEMENT  
FOR THE YEAR ENDED 31 MARCH 2023**

**1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Net income for the reporting period (as per the Statement of Financial Activities)</b>	<b>125,952</b>	<b>194,392</b>
<b>Adjustments for:</b>		
Depreciation charges	5,303	3,678
Interest received	(3,189)	(161)
(Increase)/decrease in debtors	(34,425)	68,063
(Decrease)/increase in creditors	(61,125)	41,272
<b>Net cash provided by operations</b>	<b><u>32,516</u></b>	<b><u>307,244</u></b>

**2. ANALYSIS OF CHANGES IN NET FUNDS**

	<b>At 1.4.22</b>	<b>Cash flow</b>	<b>At 31.3.23</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Net cash</b>			
Cash at bank and in hand	<u>755,033</u>	<u>29,205</u>	<u>784,238</u>
	<u>755,033</u>	<u>29,205</u>	<u>784,238</u>
<b>Total</b>	<b><u>755,033</u></b>	<b><u>29,205</u></b>	<b><u>784,238</u></b>

The notes form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2023

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1. ACCOUNTING POLICIES

**Basis of preparing the financial statements**

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

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

**Income**

Income from grants and contracts, sundry income: including capital grants, is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably except for:

When it is specified that income from grants and contracts received by the charitable company are to be used in future periods, then the income is deferred until that period.

When conditions are imposed which have to be fulfilled before the charitable company becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions for use have been met.

When specified, income including capital grants, is for a particular restricted purpose, which does not amount to pre-conditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until those conditions are met.

Interest on funds held on deposit or loans provided is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable.

**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.

**Allocation and apportionment of costs**

Certain expenditure is directly attributable to specific activities and has been included in those cost categories. Certain other costs, which are attributable to more than one activity, are apportioned across cost categories on the basis of an estimate of the proportion of time spent by staff on those activities or estimated usage.

**Tangible fixed assets**

Tangible fixed assets for use by the charity are stated at cost or valuation or in cases where fixed assets have been donated at valuation at the time of acquisition, less depreciation. The cost of minor additions or those costing less than £500 are not capitalised.

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2023

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**1. ACCOUNTING POLICIES - continued**

**Tangible fixed assets**

Depreciation has been provided at the following rates in order to write down the cost or valuation less estimated residual value, of all tangible fixed assets by equal annual instalments over their expected useful lives: -

Fixtures and Fittings	25% per annum straight line
-----------------------	-----------------------------

**Taxation**

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

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Designated funds are unrestricted funds earmarked by the trustees for a particular purpose.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

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

The charity operates a defined contribution pension scheme for its current employees. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**Related parties**

Due to the nature of the charity's operations and the composition of the board of trustees it is inevitable that transactions will take place with organisations in which a member may have an interest. All transactions involving organisations in which a trustee may have an interest are conducted at arm's length. The Charity has a policy that all trustees must declare an interest if a related party transaction occurs.

**2. DONATIONS AND LEGACIES**

	2023	2022
	£	£
Donations	<u>632</u>	<u>108</u>

**3. OTHER TRADING ACTIVITIES**

	2023	2022
	£	£
Sundry income	<u>6,674</u>	<u>14,541</u>

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2023

4. INVESTMENT INCOME

	2023	2022
	£	£
Deposit account interest	<u>3,189</u>	<u>161</u>

5. INCOME FROM CHARITABLE ACTIVITIES

Grants and Contracts

	Unrestricted	Restricted	2023	2022
Ynys Mon County Council - Core	73,750	-	73,750	73,020
Ynys Mon County Council - Other	30,000	65,000	95,000	121,047
NACAB	-	1,108,228	1,108,228	647,729
Access to Justice	-	68,151	68,151	136,303
Energy Savings Trust	-	-	-	23,103
Betsi Cadwaladr Health Board	<u>50,000</u>	<u>78,780</u>	<u>128,780</u>	<u>72,507</u>
<b>Total</b>	<u>153,750</u>	<u>1,320,159</u>	<u>1,473,909</u>	<u>1,073,709</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs	Support costs (see note 7)	Totals
	£	£	£
Advice and Information Service	<u>1,246,273</u>	<u>112,179</u>	<u>1,358,452</u>

7. SUPPORT COSTS

	Management	Governance costs	Totals
	£	£	£
Advice and Information Service	<u>98,193</u>	<u>13,986</u>	<u>112,179</u>

8. NET INCOME/(EXPENDITURE)

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

	2023	2022
	£	£
Auditors' remuneration	6,300	6,000
Other non-audit services	7,506	6,871
Depreciation - owned assets	<u>5,303</u>	<u>3,678</u>

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2023**

**9. TRUSTEES' REMUNERATION AND BENEFITS**

No trustees received any remuneration in the year to 31 March 2022 or 31 March 2021.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

**10. STAFF COSTS**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Wages and salaries	<b>757,315</b>	529,697
Social security costs	<b>56,819</b>	34,207
Other pension costs	<b>13,857</b>	10,402
	<b><u>827,991</u></b>	<b><u>574,306</u></b>

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

	<b>2023</b>	<b>2022</b>
Chief Executive	<b>1</b>	1
Advice and Information Service	<b>23</b>	18
Administration and Support	<b>4</b>	4
	<b><u>28</u></b>	<b><u>23</u></b>

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

The charity considers its key management personnel comprise the Chief Executive and the Finance Manager. Total remuneration, including employer pension contributions, of the key management personnel were £66,983 (2022 - £64,998).

The average monthly number of employees during the period is calculated on the basis of full-time equivalents.

The number of staff in the pension scheme during the year was as follows:

	<b>31.03.23</b>	<b>31.03.22</b>
Defined Contribution Scheme (Nest)		46
26		

The charity made contributions to pension plans of employees during the year of £13,857 (£10,402 - 2022), and at the year end no contributions were outstanding (£nil - 2022).

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2023

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	108	-	108
<b>Charitable activities</b>			
Advice and Information Service	195,067	878,642	1,073,709
Other trading activities	12,141	2,400	14,541
Investment income	<u>161</u>	<u>-</u>	<u>161</u>
<b>Total</b>	<u>207,477</u>	<u>881,042</u>	<u>1,088,519</u>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Advice and Information Service	<u>78,941</u>	<u>815,186</u>	<u>894,127</u>
<b>NET INCOME</b>	128,536	65,856	194,392
<b>Transfers between funds</b>	<u>16,155</u>	<u>(16,155)</u>	<u>-</u>
<b>Net movement in funds</b>	144,691	49,700	194,391
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	<u>501,183</u>	<u>29,069</u>	<u>530,252</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>645,874</u>	<u>78,769</u>	<u>724,643</u>

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2023

12. TANGIBLE FIXED ASSETS

	Fixtures and fittings £
<b>COST</b>	
At 1 April 2022	158,749
Additions	<u>6,500</u>
At 31 March 2023	<u>165,249</u>
<b>DEPRECIATION</b>	
At 1 April 2022	151,516
Charge for year	<u>5,303</u>
At 31 March 2023	<u>156,819</u>
<b>NET BOOK VALUE</b>	
At 31 March 2023	<u>8,430</u>
At 31 March 2022	<u>7,233</u>

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Debtors	68,874	34,752
Prepayments and accrued income	<u>2,210</u>	<u>1,907</u>
	<u>71,084</u>	<u>36,659</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Accruals and deferred income	<u>13,157</u>	<u>74,282</u>

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2023

15. MOVEMENT IN FUNDS

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
<b>Unrestricted funds</b>				
General Fund	319,347	60,487	(34,581)	345,253
Contingency Fund	69,523	-	(2,797)	66,726
New Property Fund	200,000	-	100,000	300,000
Redundancy Reserve (MAS)	7,003	-	-	7,003
Development & Investment Fund	50,000	-	-	50,000
	645,873	60,487	62,622	768,982
<b>Restricted funds</b>				
Volunteer Adviser Fund	1	-	-	1
Pension Guidance	-	193	(193)	-
Access to Justice	-	785	(785)	-
ICAN Project	16,048	2,886	(18,934)	-
Mid North Wales Law Clinic	-	(318)	318	-
Moondance	-	3,946	(3,946)	-
Warm Energy	33,847	(16,167)	(17,680)	-
BESN EAP Co	17,491	4,075	(21,567)	-
Claim What's Yours	-	(88)	88	-
Tudor Trust	11,383	(5,776)	-	5,607
Hardship Funding Support	-	51,006	-	51,006
Advicelink Debt	-	(190)	190	-
Advicelink CF	-	(135)	135	-
Advicelink WB	-	559	(559)	-
FSO Help to Claim	-	105	(105)	-
Force For Energy	-	(114)	114	-
Help Through Hardship	-	(63)	63	-
Fuel Poverty Fund	-	10,000	-	10,000
HALS	-	(82)	82	-
Basic Income Pilot	-	(157)	157	-
COL-Subgrant	-	-	-	-
	-	15,000	-	15,000
	78,770	65,465	(62,622)	81,613
<b>TOTAL FUNDS</b>	<b>724,643</b>	<b>125,952</b>	<b>-</b>	<b>850,595</b>



NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2023

15. 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	160,849	(100,362)	60,487
<b>Restricted funds</b>			
Pension Guidance	68,461	(68,268)	193
Access to Justice	14,672	(13,887)	785
ICAN Project	78,780	(75,894)	2,886
Mid North Wales Law Clinic	68,151	(68,469)	(318)
Moondance	31,600	(27,654)	3,946
Warm Energy	-	(16,167)	(16,167)
BESN EAP Co	38,632	(34,557)	4,075
Claim What's Yours	72,000	(72,088)	(88)
Tudor Trust	16,500	(22,276)	(5,776)
Hardship Funding Support	55,500	(4,494)	51,006
Advicelink Debt	49,700	(49,890)	(190)
Advicelink CF	72,934	(73,069)	(135)
Advicelink WB	47,365	(46,806)	559
FSO Help to Claim	163,197	(163,092)	105
Force For Energy	47,746	(47,860)	(114)
Help Through Hardship	319,965	(320,028)	(63)
Fuel Poverty Fund	10,000	-	10,000
HALS	41,511	(41,593)	(82)
Basic Income Pilot	111,841	(111,998)	(157)
COL-Subgrant			
	<u>15,000</u>	<u>-</u>	<u>15,000</u>
	<u>1,323,555</u>	<u>(1,258,090)</u>	<u>65,465</u>
<b>TOTAL FUNDS</b>	<u>1,484,404</u>	<u>(1,358,452)</u>	<u>125,952</u>

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2023

15. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
<b>Unrestricted funds</b>				
General Fund	185,690	128,535	5,122	319,347
Contingency Fund	58,490	-	11,033	69,523
New Property Fund	200,000	-	-	200,000
Redundancy Reserve (MAS)	7,003	-	-	7,003
Development & Investment Fund	<u>50,000</u>	<u>-</u>	<u>-</u>	<u>50,000</u>
	501,183	128,535	16,155	645,873
<b>Restricted funds</b>				
Volunteer Adviser Fund	1	-	-	1
Pension Guidance	-	(87)	87	-
British Gas Energy Trust	-	305	(305)	-
Universal Support	-	267	(267)	-
SAF Generalist	-	(319)	319	-
SAF Specialist WB	-	(154)	154	-
SAF Specialist Debt	-	106	(106)	-
Energy Redress	1,132	(674)	(458)	-
Trussell Trust	-	558	(558)	-
Advicelink Telephone	7,740	(4,002)	(3,738)	-
ICAN Project	-	16,048	-	16,048
Income Maximisation Project	6,346	1,302	(7,648)	-
Mid North Wales Law Clinic	-	1,234	(1,234)	-
Moondance	13,850	(11,088)	(2,762)	-
Warm Energy	-	33,847	-	33,847
BESN EAP Co	-	17,491	-	17,491
Claim What's Yours	-	(360)	360	-
Tudor Trust	<u>-</u>	<u>11,383</u>	<u>-</u>	<u>11,383</u>
	<u>29,069</u>	<u>65,857</u>	<u>(16,155)</u>	<u>78,770</u>
<b>TOTAL FUNDS</b>	<u>530,252</u>	<u>194,392</u>	<u>-</u>	<u>724,643</u>

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2023

15. MOVEMENT IN FUNDS - continued

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	207,476	(78,941)	128,535
<b>Restricted funds</b>			
Pension Guidance	64,816	(64,903)	(87)
British Gas Energy Trust	20,034	(19,729)	305
Universal Support	41,107	(40,840)	267
SAF Generalist	70,129	(70,448)	(319)
SAF Specialist WB	45,540	(45,694)	(154)
SAF Specialist Debt	47,792	(47,686)	106
Energy Redress	23,103	(23,777)	(674)
Trussell Trust	190,067	(189,509)	558
Advicelink Telephone	-	(4,002)	(4,002)
ICAN Project	72,507	(56,459)	16,048
Income Maximisation Project	11,500	(10,198)	1,302
Mid North Wales Law Clinic	136,303	(135,069)	1,234
Moondance	-	(11,088)	(11,088)
Warm Energy	72,442	(38,595)	33,847
BESN EAP Co	27,203	(9,712)	17,491
Claim What's Yours	28,500	(28,860)	(360)
Tudor Trust	30,000	(18,617)	11,383
	<u>881,043</u>	<u>(815,186)</u>	<u>65,857</u>
<b>TOTAL FUNDS</b>	<u>1,088,519</u>	<u>(894,127)</u>	<u>194,392</u>

Purpose of restricted funds

Volunteer Advisor Fund

The purpose of the Volunteer Advisor Fund is to support volunteers of Ynys Mon Citizens Advice Bureau by financially assisting with recreation and team building activities.

Pension Guidance

The purpose of the Pension Wise Project is a government service set up to help people understand their pension options - Ynys Mon CAB offers face to face guidance to people approaching retirement with a defined contribution pensions pot to make informed decisions about their pensions.

Universal Support

The purpose of the Universal Support project is to assist clients with all the potential problems that Universal Credit could bring, to track and document the issues, as well as ensuring that we have provision to support the residents of Anglesey with the changes and challenges that they might face.

British Gas Energy Trust

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2023

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15. MOVEMENT IN FUNDS - continued

The purpose of the British Gas Energy Trust project is to provide one to one advice to clients in fuel poverty and to proactively target fuel poor clients.

SAF Generalist

The purpose of the SAF Generalist project is to provide a range of free social welfare/generalist benefit and debt advice.

SAF Specialist Welfare Benefit

The purpose of the SAF Specialist WB project is to provide free social welfare rights based information across a range of specialist welfare benefit subjects.

SAF Specialist Debt

The purpose of the SAF Specialist Debt project is to provide free specialist debt advice.

Energy Redress

The purpose of the Energy Redress project is to offer support and advice to vulnerable clients to manage energy debts and maximise income and deliver training/raise awareness to front line agencies.

Trussell Trust

The purpose of the Trussell Trust helpline is to provide an assessment of immediate need of the person in crisis and providing a foundation from which to access a range of other key services. For people identified as being unable to afford to buy food, an e-referral will be made to the person's local food bank.

Advicelink Telephone

The purpose of the Advicelink Telephone funding was to enable local offices to increase their Telephone advice capacity delivery, in light of the increased demand for advice across all channels caused by COVID-19.

ICAN Project

The purpose of the ICAN project is to reduce the stigma of mental health diagnosis and support people with low level mental health conditions to create a pathway to recovery, improving wellbeing and preventing the development of mental health issues. Through education and support we aim to improve people's awareness of how to be proactive in looking after their health and wellbeing.

Income Maximisation Pilot

The purpose of the Income Maximisation Pilot is to provide holistic income maximisation advice.

Mid North Wales Law Clinic

The Purpose of the Mid/North Wales Law Clinic is to provide legal advice to clients who would otherwise be denied access to legal advice. It also aims to create and maintain a legal advice services network across seven counties and to meet training needs relating to social welfare advice.

Moondance

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2023

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15. MOVEMENT IN FUNDS - continued

The purpose of the Moondance Project is to provide Recruitment/Training Support to Staff and Volunteers.

Warm Energy

The purpose of the Warm Energy project is to deliver a one-to-one in-home (face to face- digitally throughout Covid) advice service to proactively support people living in or at risk of fuel poverty.

BESN EAP

The purpose of the BESN/EAP project is to Provide one-to-one energy and smart meter advice to fuel poor and vulnerable clients who are struggling to pay their bills

- Deliver EAP appointments over the telephone, face to face, through video/webchat channels or in a client's home
- Receive referrals for energy advice from BESN, other advice services within their local office, or from external local voluntary/public organisations

Claim What's Yours

The purpose of the Claim What's Yours project is to deliver remote generalist welfare benefits advice via telephone to clients calling the Claim What's Yours helpline, and to provide follow up support via the Claim What's Yours Tasklist.

Tudor Trust

The purpose of the Tudor Trust (I can see you now) Project to provide a face to face digital drop in advice service through video conferencing tool (Attend Anywhere)

Advicelink Debt

The purpose of the Advicelink Debt project is to provide free specialist debt advice.

Advicelink CF

The purpose of the Advicelink CF project is to provide a range of free social welfare/generalist benefit and debt advice.

Advicelink WB

The purpose of the Advicelink WB project is to provide free social welfare rights based information across a range of specialist welfare benefit subjects.

FSO Help to Claim

The purpose of the FSO Help to Claim project is to assist clients with all potential problems that Universal Credit could bring, track and document the issues, and support client clients with changes and challenges they might face

Force for Energy

The purpose of the Force for Energy Project is to provide energy advice and support, mainly to veterans but also to general public on Anglesey.

Help Through Hardship

Fuel Poverty Funding

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2023

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15. MOVEMENT IN FUNDS - continued

The purpose of the Fuel Poverty funding is to financially assist residents in severe hardship and fuel poverty and provide up to £200 emergency payment to a fuel company in order to meet a local need.

Hardship Funding Support

The purpose of the Hardship fund is to provide financial assistance to Anglesey residents in severe hardship and fuel poverty and provide up to £300 in white goods/fuel vouchers/food vouchers.

HALS

The Purpose of the HALS Project is to continue to provide legal advice to clients who would otherwise be denied access to legal advice. This is an extension to the ATJ Law Clinic Project.

Basic Income Pilot

The Purpose of the Basic Income Pilot is to provide advice to young people eligible for the Welsh Governments Basic Income pilot for care leavers.

COL Subgrant

The Purpose of the COL subgrant is to offer support or increase direct service delivery capacity, to help clients through the cost-of-living crisis.

Access to Justice

The Purpose of the Access to Justice project is to provide legal advice to clients who would otherwise be denied access to legal advice.

Purpose of designated funds

Contingency Fund

The purpose of the contingency fund is to maintain limited funds to meet committed costs should the charity be wound up.

Redundancy Reserve (MAS)

This represents amounts received from Money Advise Service as a contribution to potential future redundancy costs for staff employed on this project.

New Property Fund

The purpose of designated fund is for the purchase of new premises in Holyhead/Llangefni.

Development and Investment Fund

This fund is for existing and planned spend on new partnerships and opportunities and training in new digital campaigns to reach clients.

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2023**

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**16. RELATED PARTY DISCLOSURES**

There have been related party transactions identified in accordance with FRS 102.

These were transactions between Canolfan Cyngori Ynys Mon Citizens Advice Bureau and Citizens Advice (National Association of Citizens Advice Bureau) of £7,667 in relation to information services and AGM costs.

**17. TAXATION**

As a charity, Canolfan Cyngori Ynys Mon Citizens Advice Bureau, is exempt from tax on income and gains to the extent that these are applied to its charitable objects. No tax charges have arisen in the year.

**18. GOING CONCERN**

Local Authority and other project funding has been secured to 31 March 2024. Welsh Government funding will go out to tender in future and this may mean a significant reduction of funding for Ynys Môn. The trustees are aware that there will be changes to both Welsh Government and Local Authority funding but details will need to be agreed. They are therefore preparing for the potential impact on the organisation of these changes and will set future budgets once the funding changes are known.

Bearing this in mind, the trustees still feel it prudent to prepare the financial statements on a going concern basis as there are resources and options available that will result in Ynys Môn CAB being able to continue to operate as a going concern.