

BASSETLAW ACTION CENTRE

England & Wales · Charity number 1106908

Details

Other names	RETFORD ACTION CENTRE
Status	Registered
Legal form	Charitable company
Company number	05177066
Registered	2004-11-22
Register	View on the Charity Commission register

Contact

Address	Bassetlaw Action Centre Canal Street Retford DN22 6EZ
Phone	01777709650
Email	ltupling@bassetlawactioncentre.org.uk
Website	www.bassetlawactioncentre.org.uk

Activities

Objects: THE FURTHERANCE OF ANY CHARITABLE PURPOSES IN ENGLAND AS THE CHARITY MAY DETERMINE AND IN PARTICULAR BY:(1) THE PROVISIONS OF FACILITIES AND SERVICES DESIGNED TO FURTHER THE EDUCATION OF PERSONS IN THE COMMUNITY, AND(2) THE PROVISION OF A COMMUNITY TRANSPORT SERVICE, AND(3) THE PROVISION OF COMMUNITY SERVICES TO PROMOTE THE INDEPENDENCE OF ELDERLY AND VULNERABLE PEOPLE.

Activities: Bassetlaw Action Centre is a community resource organisation and provides facilities & services designed to further educate people in the community, a community transport service, and a range of community projects and services which enable individuals to continue to live independently. The services are offered across Bassetlaw, Nottinghamshire and through partner organisations across England.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, Disability, The Prevention Or Relief Of Poverty, Economic/community Development/employment
- **Who:** Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

Geography

- **Area of benefit:** NOTTINGHAMSHIRE
- Nottinghamshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£977,512	£776,556	£955,014	31
2024-03-31	£525,852	£476,028	£754,058	26
2023-03-31	£649,817	£600,936	£704,234	26
2022-03-31	£519,690	£436,886	£655,353	23
2021-03-31	£507,411	£417,772	£572,549	23

Trustees

Name	Role	Appointed
Helen Julia Derby	Chair	2022-06-13
Anthony Tromans		2011-10-28
Denise Mary Colton		2013-10-21
Donna Ashleigh Humphries		2025-11-21
JULIE CALEY		
Janet Elizabeth Coyne		2019-02-25
MICHAEL STOREY		
SIMON JOHN FRANCIS LAMB		2022-03-24
Stephen Barkley Brown		2026-03-17

Accounts

REGISTERED COMPANY NUMBER: 05177066 (England and Wales)
REGISTERED CHARITY NUMBER: 1106908

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025
FOR
BASSETLAW ACTION CENTRE
(A COMPANY LIMITED BY GUARANTEE)

BASSETLAW ACTION CENTRE

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BASSETLAW ACTION CENTRE
REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 MARCH 2025

TRUSTEES	M E Browne J Caley D M Colton M Storey A A D Tromans J E Coyne S J F Lamb H J Derby S J Reed (resigned 28.2.2025)
COMPANY SECRETARY	D M Colton
REGISTERED OFFICE	The Warehouse Canal Steet RETFORD DN22 6EZ
REGISTERED COMPANY NUMBER	05177066 (England and Wales)
REGISTERED CHARITY NUMBER	1106908
INDEPENDENT EXAMINER	Glover & Co Chartered Accountants 13/15 Netherhall Road DONCASTER DN1 2PH
BANKERS	Unity Trust plc Four Brindley Place BIRMINGHAM B1 2JB

The day to day management of the charity is carried out by the Senior Manager Mrs L Tupling.

BASSETLAW ACTION CENTRE

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

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 2025. 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).

BASSETLAW ACTION CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

OBJECTIVES AND ACTIVITIES

Objectives and aims

Our five-year business plan for 2025-2031 was agreed and adopted by our board of Trustees and was drawn together to illustrate the strengths of our organisation, to assess the resources we have, to recognise where our organisation is at the moment and where we are aiming to be in the future. We accept this is a living document that will change over time but we captured our plans and vision for the future of our development and can now reflect on the first year of our plans and acknowledge the achievements we have made.

In this process we have identified that the Bassetlaw Action Centre is a significant operator in the voluntary sector in Bassetlaw, now delivering services throughout Nottinghamshire, and to reflect this we have added a strapline which says "making a difference throughout Nottinghamshire" in acknowledgement of where our service delivery now takes place. With approximately 100 staff and volunteers (combined), every member of staff and all volunteers are fully DBS checked and competent in delivering a quality service to older people and people at risk throughout Nottinghamshire.

We offer a range of services through our own projects and through the strong partnerships and signposting arrangements that we have developed which allows us to provide a holistic approach to the clients we serve. Our partners include voluntary and statutory sector organisations and we continue to nurture the relationship with our partners to ensure that a quality service is delivered.

The process of developing our business plan (and in drafting our 2025/2031 plan) has allowed us to critically analyse our organisation, acknowledging our strengths and achievements whilst recognising our threats and opportunities. Our committed and dedicated team of staff and volunteers are undoubtedly our most valuable resource - without whom we could not perform as an organisation.

Our opportunities for the future continue to include the collaboration with other voluntary sector providers, expansion into new areas, consolidating our services and continue developing more paid-for services which will allow us to provide additional services without the reliance on traditional grant aid.

There are challenges ahead; in particular, the changing demographics of older people means that undoubtedly there will be greater demand for our services. Traditional forms of grant aid are being replaced with competitive tenders and contracts which puts greater pressure on achieving the core costs of the organisation. This additional demand for our service has been challenged further by the unprecedented cuts in funding to the sector as a whole.

We recognise that we have to remain focused in what we do, yet be willing to adapt and change to meet the demands of the future. Our staff and volunteers are our greatest asset, we need to ensure that we support them, train them, manage them, and steer them through the challenges ahead whilst ensuring that our customer focused approach is always at the forefront of our organisation.

Our vision for the next five years is one of continued development to ensure that Bassetlaw Action Centre continues to be the quality service delivery organisation that it is today. Our challenge when developing our strategic plan was to identify and agree on some strategic objectives which are tracked on an annual basis to ensure the plan is in line with the evolving external context. These objectives and our results against the first year 2025 of our business plans are as follows:

Strategic Objective 1

To ensure that the organisation adopts a balanced budget and maintains necessary levels of turnover.

Achieved: A balanced budget for year ending 31st March 2025, and ended the financial year with a surplus. We have also been successful in preparing a balanced budget for the forthcoming year ending 31st March 2026.

Strategic Objective 2

To increase income through paid-for services

Achieved: Income from the Home Support Service has continued to grow and is showing excellent results with income generated from Home Support Service seeing a 53% increase, and at the end of the financial year our overall earned income saw a 42% increase on the previous year

Strategic Objective 3

To Increase the Volunteer base.

BASSETLAW ACTION CENTRE

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

Not Achieved: We had 88 active volunteers across our projects at the end of the financial year ending 31st March 2024, compared to 84 active volunteers at the end of 31st March 2025. Volunteer recruitment continues to be a challenge as demand outstrips supply, however, a dedicated post has been developed for the forthcoming year to increase the volunteer base.

Strategic Objective 4

To seek and pursue new opportunities to develop complementary services within the aims and objectives the organisation.

Achieved: We successfully secured the new Supported Hospital Discharge Service (SHDS) tender from Nottinghamshire County Council for one year with a possible extension for five years. This has been extended to September 2025. We continued to secure funding for the Warm Packs allocation and distributed 40 packs this year. We secured five years funding from the National Lottery Community Fund for the Supported Independent Living Service. We secured three years of funding from Motability to support our transport service and for a new fully accessible vehicle.

Strategic Objective 5

To strengthen and extend our existing offer.

Achieved: The SHDS service is a county wide delivery resulting in extending our service offer across the whole of Nottinghamshire. This has also resulted in new partnerships being formed to enable us to work across the county. The Supported Independent Living Service also extends our reach to the most vulnerable, and the new community transport vehicle is on order, and once received (in May 2025) will no doubt enable further support to those with access needs.

Strategic Objective 6

To ensure we identify and proactively manage risks and emerging threats.

Achieved: We continue to develop and refresh our risk assessments to ensure that we identify emerging threats to our business at the earliest opportunity and minimise the impact on the organisation. Our financial risk assessment is also continuously monitored and whilst in current financial year we have achieved the necessary levels of turnover, there remains a risk to the organisation that future funding could reduce.

A separate and full Annual Report for year ending 31st March 2025 has also been produced and details the significant achievements the organisation has made against the specific projects delivered, and this is available at www.bassetlawactioncentre.org.uk.

Over the past couple of years, we have significantly re-engineered and strengthened our organisation and the rise in turnover demonstrates this. We had yet again, predicted a significant reduction in income for the organisation for the financial year ending 31st March 2025 and agreed to utilise up to £45,000.00 from our reserves to enable us to maintain our charitable activities, however, due to significant fundraising activities, we have managed to generate a surplus without using any of our reserves.

Public benefit

The services offered by the Bassetlaw Action Centre are aimed at improving the skills, knowledge, health and well being of older and vulnerable people within Nottinghamshire and to promote independent living for longer. The trustees have had regard to Charities Commission guidance on public benefit.

BASSETLAW ACTION CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

ACHIEVEMENTS AND PERFORMANCE

Charitable activities

The services offered by the Bassetlaw Action Centre fall under several main project headings as follows:

Staying Well Programme - This is a six-week self-management programme for people living with a long-term condition. A number of virtual courses have been delivered throughout Bassetlaw during the year, alongside face-to-face courses. The programme is designed to empower individuals to better manage their long-term condition; and to date has been very well received by other people with long term health conditions. In addition, participants are signposted to health intervention services where appropriate. In addition to the Staying Well programme a twelve-week self-management programme for people living with long Covid has also been developed and continues to be delivered.

Get Out Get Active (GOGA) - encourages participation in sport and activity between able bodied people and people with disabilities. A number of initiatives were developed further in the year including a walking tennis group, one to one walking sessions including Men Walk Talk, Women Walk Talk and Stay Pawsitive and links were made with a number of local sports clubs and activities. Funding for GOGA has now ended and this area of work whilst has been significantly reduced from 1 April 2024, has continued within the mainstream offerings of the organisation.

Community Car Scheme - offers a transport service for those individuals who for a variety of reasons (mobility/rurality etc.) cannot utilise public transport methods. Cars are available to individuals for hospital appointments, dental appointments, hairdressing appointments etc., to name just a few. Individuals using the service are expected to pay an annual registration fee, and a booking fee to assist with the running costs of the scheme, clients also pay a mileage rate to contribute to volunteer expenses. Partnership working arrangements are well established now with a number of organisations including, Nottinghamshire County Council and Bassetlaw Place Based Partnership. The scheme has been predominantly used for health appointments including taking people for flu and Covid vaccines as well as providing an essential shopping and visiting service.

Car Scheme Plus - operates in a similar way to the Community Car Scheme above but is designed for service users with limited mobility who would be unable to access a non-adapted volunteer's car. The Car Scheme Plus vehicle is fully wheelchair accessible. Journeys in the Car Scheme Plus are quoted on an individual basis. The fully electric vehicle now enables the costs of operating the service to be in line with the Community Car Scheme therefore no disproportionate charges apply to people with disabilities in need of a wheelchair accessible vehicle. In addition, operating a fully electric vehicle significantly reduces emissions and therefore supports the green agenda.

The Home Support Service is currently available across the community offering a range of domestic services from general cleaning, shopping and a sitting service. The service is open to all residents in Bassetlaw who need some additional support to help them remain independent at home. This is a chargeable service and can be offered as a long term or ad-hoc arrangement.

Promoting Independence is currently offered in Bassetlaw Hospital to support patients within 48 hours of discharge to make informed choices about maintaining independence. This can be to provide information and advice on preventative services available, welfare benefits support and access to other sources of advice to empower patients to make informed decisions.

Community Minibus - Bassetlaw consists of some 250 square miles, two thirds of which is very rural and isolated, and as a result of reductions in national transport arrangements (buses in particular), a community minibus is beneficial to the Bassetlaw community. The community minibus can be hired with a driver by community groups for a variety of social, health and business activities, and in addition the Bassetlaw Action Centre offers day trips to shopping centres, the coast, and other interesting sightseeing trips. The project continues to grow, with lunch clubs to reduce loneliness amongst our older population being very popular. The charity has a designated Minibus replacement fund which will be utilised in due course to replace the existing vehicle but we currently have plans in place to expand our service delivery by providing transport options to people with disabilities and to secure a second vehicle to enable us to meet the additional demand.

Befriending - Additional volunteer befrienders have been recruited, with face-to-face befriending taking place in addition to a menu of befriending options to complement the traditional face to face service which includes: telephone befriending, group befriending, WhatsApp befriending and peer to peer befriending.

BASSETLAW ACTION CENTRE

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

The newly commissioned Supported Hospital Discharge Service is a Nottinghamshire wide service and therefore available at Bassetlaw Hospital, King's Mill Hospital and Queen's Medical Centre. This service is aimed specifically at P1 patients. P1 patients are those who require some form of care package or reablement service to enable them to be discharged home. The SHDS advisors put a range of practical services in place to speed up discharges and are predominantly offered to patients that have no family or support services in place when they are discharged from hospital. Supported Hospital Discharge Service is currently offered across the whole of Nottinghamshire, and provides support to patients discharged from hospital with the certainty that their home is ready, ie heating, food, adaptive equipment etc., prior to them returning to their homes.

Keeping Warm and Well Campaign - Bassetlaw Action Centre in conjunction with other statutory organisations i.e. Bassetlaw District Council, Nottinghamshire County Council, Bassetlaw Place Based Partnership, Big Energy Saving Network (BESN) and Coalfields Regeneration Trust (CRT) offered a range of initiatives. In addition to the allocation of information packages for sustainable warmth, Bassetlaw Action Centre opened as a Warm Space between 1st October and 31st March, issued Warm Packs (including oil filled radiators, electric blankets, electric throws, flasks and thermometers) to vulnerable clients unable to afford the cost of the soaring gas and electricity costs. In addition, the Bassetlaw Action Centre Energy Advisors exceeded targets of supporting vulnerable customers. All interventions exist to reduce excessive winter deaths in older people.

NNSP - The North Nottinghamshire Support Partnership is a multi-agency advice and support network for adults in Bassetlaw through a single point of access. NNSP works by enabling people to access a wide range of services through a single point of access. The simple checklist helps to identify the support, information and advice a client might benefit from. Completed checklists generate referrals to partner agencies prompting them to contact the customer with the support, information and advice required.

We have also been fortunate to secure funding from the UKSPF funding streams to cover the salary costs of our Volunteer Recruiter for a further year, to upgrade our central heating system to include Hive thermostatically controlled radiator valves and to have Solar Panels installed to enable us to generate our own electricity. The installation of the Solar Panels will not only significantly reduce our energy costs but will also generate a surplus energy which will be sold back to the National Grid.

A range of other services and facilities are available for individuals and organisations, including advice on funding sources and applications and the provision of low-cost space and meeting rooms.

FINANCIAL REVIEW

Financial position

The target for income generation was met, and expenditure has been contained within the parameters set by the Trustees. The Trustees consider the financial results to be very satisfactory and funding for the next twelve-month period has been agreed for all existing provision with a balanced budget being set. The charity anticipates a reduction in funding for year ending 31 March 2027 so will still pursue funding opportunities for the continuation and expansion of services over the next eighteen months and will maximise on income generation to offset the predicted downturn in expected historic income sources.

Our success in increasing income streams to provide services at manageable costs for the year ending 31st March 2025 has resulted in a surplus of funds at year end. The organisation has invested in a second fully accessible minibus, which was delivered in May 2025.

Principal funding sources

The principal funding sources over the past twelve months for the Charity have been: -

- Health Transport, Befriending, Promoting Independence, Expert Patients Programme 'Staying Well', Expert Patients "Long Covid" - Funded by Nottingham ICB (through the Bassetlaw Place Based Partnership).
- Community Car Scheme - Funded by Nottinghamshire County Council and Nottingham ICB (through Bassetlaw Place Based Partnership).
- Car Scheme Plus - Funded by Nottinghamshire County Council.
- Community Minibus - Funded by Nottinghamshire County Council.
- Keeping Warm and Well - Funded by Big Energy Saving Network (BESN), Bassetlaw District Council, Nottingham ICB (through Bassetlaw Place Based Partnership).
- Housing - Funded by Nottinghamshire County Council.
- Supported Hospital Discharge Service - Funded by Nottinghamshire County Council.

BASSETLAW ACTION CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

FINANCIAL REVIEW

Investment policy and objectives

The Trustees within the terms of the Memorandum and Articles of Association have the power to invest all funds not immediately required by the charity, and as such have set out procedures to do this in the longer term.

Reserves policy

The Trustees have set out a formal Reserves Policy, and in so doing have determined the following:

The unrestricted reserve account should not fall below 1% of turnover.

The unrestricted, non-designated reserve account should not exceed 75% of turnover.

The reserve account should be used specifically for the following purposes:

Unexpected expenditure

Redundancy payments where there is a shortfall in funding

Emergency provision

Cash flow

Free Unrestricted funds will be used to ensure continuity of services

In the event that the reserve account is required for any other purpose, approval from a minimum of 3 trustees must be sought.

The 1% and 75% limits should be reviewed by the finance sub-group at least annually.

The total funds held at the year-end are £955,014.

£368,598 is restricted and £586,416 is unrestricted.

£341,008 of the restricted funds is tied up in fixed assets so would only be realised upon disposal.

£35,225 of unrestricted funds also relates to fixed assets.

The unrestricted funds available after taking into consideration the fixed assets is £551,191.

The available funding required to cover amounts identified by the trustees is as follows: -

	£
Funding retained to cover the financial risk assessment	104,149
Funding needed to operate for a minimum of six months	402,400
	506,549

Any funds held over and above these amounts will continue to be utilised to carry the cost of developmental activities and furtherance of the aims and objectives of the Charity.

Employee Pension Contributions

The charity has undertaken to increase the pension contributions made to the employee pension scheme. Pension contributions will continue to be paid at the percentages set for each employee, but in addition, and based upon affordability and the financial situation of the charity at the end of each financial year, 50% of any operating surplus is to be paid into pension funds for employees as follows, 1/3rd to the Chief Executive and 2/3rds to the remaining staff pro-rata. For those staff who do not have a pension fund the performance bonus is paid through payroll. For the year ended 31 March 2025 the charity showed an operating surplus of £79,991. Therefore £13,332 was allocated to the Chief Executive and £26,664 to the remaining staff.

There are sufficient funds in place to cover necessary costs for year ending 31 March 2026.

BASSETLAW ACTION CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

FUTURE PLANS

Bassetlaw Action Centre, in conjunction with partners, will continue to identify funding and resources to develop the services as identified previously in this report to enable older people, people at risk, frail and socially isolated people to access services and activities throughout the Bassetlaw Area.

Bassetlaw Action Centre also plans to expand income generation through their Home Support Service, transport services and room hire and to secure additional external funding to continue to meet the needs of the charity and the local community.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity (which was established in February 1996) is a private Company Limited by Guarantee and was incorporated on 12th June 2004. It is governed by a Memorandum of Association, which sets out the powers of the charitable company, and is governed under its Articles of Association.

Recruitment and appointment of new trustees

The Directors of the Company are also Trustees for the purpose of Charity law.

From time to time the existing Trustees need to review the skills, experience and knowledge of the Trustee members, and new Trustees may need to be appointed.

The procedures to do this are:

- Identification by Members of the Board of Trustees of suitable candidates (ie their skills, experience, knowledge of the work and local community issues) via networks, and network organisations.
- Senior Manager discusses the vacancy opportunity with potential candidates and outlines the nature of the business.
- Interested candidates are invited to meet existing Members of the Board of Trustees at a Trustee meeting.
- Job description/roles and responsibilities are discussed and agreed, and subject to agreement by existing Trustees, interested candidates are invited to join the Bassetlaw Action Centre board.

Organisational structure

Each year the Finance Subgroup undertakes a pay review for all staff and makes recommendations to board for implementation from April. In 2025 a market review was undertaken to benchmark and compare the pay of key management personnel to ensure that the organisation was providing a pay scale attractive enough to ensure the right calibre of people were engaged in the organisation and that key management personnel were paid comparable to other similar organisations in the UK.

Induction and training of new trustees

New Trustees are encouraged to meet with the Senior Manager to enable familiarisation with the charity and the complexity of the working environment and client needs, to gain an understanding of the current financial position and funding arrangements, staffing and other resources, and the future plans and objectives of the charity.

New Trustees are encouraged to visit the Charity Commission website, where documents outlining Trustee responsibilities, charity law and other issues are available.

Related parties

There are no Directors or Trustees related party issues.

BASSETLAW ACTION CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The Trustees operate a risk management approach to the charity's business and the process involves:

- Setting out objectives/targets to be achieved annually.
- Setting out an annual budget.
- Delegating authority to ensure objectives and targets are achieved.
- Undertaking an annual Financial Risk Assessment

In addition, the Trustees have also set out and implemented policies and procedures to cover quality assurance, equal opportunities, health and safety, environmental issues and recycling, IT data and financial policies covering investment, reserves and limits of authority for expenditure.

These policies are reviewed annually, and monitoring takes place to measure the impact of the implementation of these policies the results of which are used to improve the quality and effectiveness of staff and the services by the charity.

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 12 September 2025 and signed on its behalf by:

D M Colton - Secretary

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BASSETLAW ACTION CENTRE**

Independent examiner's report to the trustees of Bassetlaw Action Centre ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2025.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, 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:

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

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

Mrs Jane Mellor FCA

Glover & Co
Chartered Accountants
13/15 Netherhall Road
DONCASTER
DN1 2PH

12 September 2025

BASSETLAW ACTION CENTRE

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 MARCH 2025

		Unrestricted funds £	Restricted fund £	2025 Total funds £	2024 Total funds £
	Notes				
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	4,394	-	4,394	9,533
Charitable activities	3				
Bassetlaw Action Centre		35,372	40,956	76,328	129,530
Car Scheme		48,500	10,900	59,400	39,107
Car Scheme Plus		6,534	-	6,534	2,814
Minibus		13,128	-	13,128	11,502
Housing Choice		-	13,625	13,625	13,625
Home Support		170,667	-	170,667	116,743
Staying Well		-	52,544	52,544	30,000
Warm & Well		-	24,750	24,750	27,203
Befriending		-	12,544	12,544	10,000
North Notts Support Partnership		-	-	-	15,000
GOGA (Get Out Get Active)		-	833	833	47,654
Mens Walk Talk		-	2,606	2,606	1,631
POV (Points of View)		-	2,350	2,350	9,400
Promoting Independence		-	12,544	12,544	5,000
Supported Hospital Discharge		-	275,000	275,000	32,083
Digital & Social Inclusion		-	5,000	5,000	5,000
Focus on Farmers		-	4,211	4,211	-
Supported Independent Living		-	89,740	89,740	-
Volunteer Coordinators		-	29,773	29,773	-
Motability		-	100,060	100,060	-
Other income	4	21,481	-	21,481	20,027
Total		300,076	677,436	977,512	525,852
EXPENDITURE ON					
Charitable activities	5				
Bassetlaw Action Centre		45,168	40,956	86,124	109,266
Car Scheme		-	10,900	10,900	39,107
Car Scheme Plus		3,063	-	3,063	2,814
Minibus		12,895	-	12,895	11,502
Housing Choice		-	23,437	23,437	13,625
Home Support		128,183	-	128,183	116,743
Staying Well		-	52,544	52,544	30,000
Warm & Well		-	24,750	24,750	27,203
Befriending		-	12,544	12,544	10,000
North Notts Support Partnership		-	-	-	15,000
GOGA (Get Out Get Active)		-	833	833	47,654
Mens Walk Talk		-	2,606	2,606	1,631
POV (Points of View)		-	2,350	2,350	9,400
Promoting Independence		-	12,544	12,544	5,000
Supported Hospital Discharge		-	275,000	275,000	32,083
Digital & Social Inclusion		-	5,000	5,000	5,000
Focus on Farmers		-	4,211	4,211	-
Supported Independent Living		-	89,740	89,740	-
Volunteer Coordinators		-	29,773	29,773	-
Motability		-	59	59	-
Total		189,309	587,247	776,556	476,028

The notes form part of these financial statements

BASSETLAW ACTION CENTRE

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2025**

	Notes	Unrestricted funds £	Restricted fund £	2025 Total funds £	2024 Total funds £
NET INCOME		110,767	90,189	200,956	49,824
RECONCILIATION OF FUNDS					
Total funds brought forward		475,651	278,407	754,058	704,234
TOTAL FUNDS CARRIED FORWARD		<u>586,418</u>	<u>368,596</u>	<u>955,014</u>	<u>754,058</u>

The notes form part of these financial statements

BASSETLAW ACTION CENTRE

BALANCE SHEET 31 MARCH 2025

	Notes	Unrestricted funds £	Restricted fund £	2025 Total funds £	2024 Total funds £
FIXED ASSETS					
Tangible assets	12	35,225	341,008	376,233	209,301
CURRENT ASSETS					
Debtors	13	10,190	-	10,190	13,935
Cash at bank and in hand		564,517	164,601	729,118	574,455
		<u>574,707</u>	<u>164,601</u>	<u>739,308</u>	<u>588,390</u>
CREDITORS					
Amounts falling due within one year	14	(23,516)	(137,011)	(160,527)	(43,633)
NET CURRENT ASSETS		<u>551,191</u>	<u>27,590</u>	<u>578,781</u>	<u>544,757</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>586,416</u>	<u>368,598</u>	<u>955,014</u>	<u>754,058</u>
NET ASSETS		<u>586,416</u>	<u>368,598</u>	<u>955,014</u>	<u>754,058</u>
FUNDS	15				
Unrestricted funds				586,416	475,651
Restricted funds				368,598	278,407
TOTAL FUNDS				<u>955,014</u>	<u>754,058</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2025.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2025 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

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

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

The financial statements were approved by the Board of Trustees and authorised for issue on 12 September 2025 and were signed on its behalf by:

A A D Tromans - Trustee

The notes form part of these financial statements

BASSETLAW ACTION CENTRE

**CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2025**

	Notes	2025 £	2024 £
Cash flows from operating activities			
Cash generated from operations	1	351,759	71,077
Net cash provided by operating activities		<u>351,759</u>	<u>71,077</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(197,096)	(12,640)
Net cash used in investing activities		<u>(197,096)</u>	<u>(12,640)</u>
Change in cash and cash equivalents in the reporting period		<u>154,663</u>	<u>58,437</u>
Cash and cash equivalents at the beginning of the reporting period		<u>574,455</u>	<u>516,018</u>
Cash and cash equivalents at the end of the reporting period		<u><u>729,118</u></u>	<u><u>574,455</u></u>

The notes form part of these financial statements

BASSETLAW ACTION CENTRE

**NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2025**

1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES		
	2025	2024
	£	£
Net income for the reporting period (as per the Statement of Financial Activities)	200,956	49,824
Adjustments for:		
Depreciation charges	29,421	22,767
Loss on disposal of fixed assets	743	-
Decrease in debtors	3,745	25,344
Increase/(decrease) in creditors	116,894	(26,858)
	<u>351,759</u>	<u>71,077</u>
Net cash provided by operations	<u>351,759</u>	<u>71,077</u>

2. ANALYSIS OF CHANGES IN NET FUNDS			
	At 1.4.24	Cash flow	At 31.3.25
	£	£	£
Net cash			
Cash at bank and in hand	574,455	154,663	729,118
	<u>574,455</u>	<u>154,663</u>	<u>729,118</u>
Total	<u>574,455</u>	<u>154,663</u>	<u>729,118</u>

The notes form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

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, as modified by the revaluation of certain assets.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

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.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 20% on cost
Motor vehicles	- 20% on cost
Computer equipment	- 33% on cost

The property is shown at its latest valuation, undertaken in December 2022 and provided by an independent property professional. The trustees undertake to have the property revalued by an independent professional every 3 years.

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.

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 trustees report.

Pension costs and other post-retirement benefits

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

BASSETLAW ACTION CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025**

2. DONATIONS AND LEGACIES

	2025	2024
	£	£
Donations	4,394	9,533
	<u> </u>	<u> </u>

3. INCOME FROM CHARITABLE ACTIVITIES

	Bassetlaw Action Centre £	Car Scheme £	Car Scheme Plus £	Minibus £
Charitable activities income	8,223	35,956	6,534	(26,532)
Grant aid and contracts	68,105	23,444	-	39,660
	<u>76,328</u>	<u>59,400</u>	<u>6,534</u>	<u>13,128</u>
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
	Housing Choice £	Home Support £	Staying Well £	Warm & Well £
Charitable activities income	-	170,667	-	37
Grant aid and contracts	13,625	-	52,544	24,713
	<u>13,625</u>	<u>170,667</u>	<u>52,544</u>	<u>24,750</u>
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
	Befriending £	GOGA (Get Out Get Active) £	Mens Walk Talk £	POV (Points of View) £
Charitable activities income	-	-	-	-
Grant aid and contracts	12,544	833	2,606	2,350
	<u>12,544</u>	<u>833</u>	<u>2,606</u>	<u>2,350</u>
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
	Promoting Independance £	Supported Hospital Discharge £	Digital & Social Inclusion £	Focus on Farmers £
Charitable activities income	-	-	-	-
Grant aid and contracts	12,544	275,000	5,000	4,211
	<u>12,544</u>	<u>275,000</u>	<u>5,000</u>	<u>4,211</u>
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
	Supported Independant Living £	Volunteer Coordinators £	Motability £	Total activities £
Charitable activities income	-	-	39,660	234,545
Grant aid and contracts	89,740	29,773	60,400	717,092
	<u>89,740</u>	<u>29,773</u>	<u>100,060</u>	<u>951,637</u>
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
			2025	2024
			Total activities £	Total activities £
Charitable activities income	-	-	234,545	204,461
Grant aid and contracts	89,740	29,773	717,092	291,831
	<u>89,740</u>	<u>29,773</u>	<u>951,637</u>	<u>496,292</u>
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

BASSETLAW ACTION CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2025

4. OTHER INCOME

	2025	2024
	£	£
Bank interest received	11,546	9,519
Insurance claim	-	473
Rental income	9,935	10,035
	<u>21,481</u>	<u>20,027</u>

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 6)	Support costs (see note 7)	Totals
	£	£	£
Bassetlaw Action Centre	72,051	14,073	86,124
Car Scheme	10,879	21	10,900
Car Scheme Plus	3,063	-	3,063
Minibus	12,895	-	12,895
Housing Choice	23,437	-	23,437
Home Support	127,707	476	128,183
Staying Well	52,544	-	52,544
Warm & Well	24,750	-	24,750
Befriending	12,494	50	12,544
GOGA (Get Out Get Active)	833	-	833
Mens Walk Talk	2,606	-	2,606
POV (Points of View)	2,350	-	2,350
Promoting Independance	12,544	-	12,544
Supported Hospital Discharge	272,577	2,423	275,000
Digital & Social Inclusion	5,000	-	5,000
Focus on Farmers	4,198	13	4,211
Supported Independant Living	89,692	48	89,740
Volunteer Coordinators	29,773	-	29,773
Motability	-	59	59
	<u>759,393</u>	<u>17,163</u>	<u>776,556</u>

6. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2025	2024
	£	£
Staff costs	623,326	365,128
Premises costs	9,326	6,860
Insurance	3,569	2,643
Light and heat	5,657	6,563
Telephone	4,720	4,350
Printing, postage & stationery	6,278	3,865
Advertising	7,883	2,273
Sundries	9,847	6,059
Refreshments	6,580	4,084
Motor and travel costs	37,688	19,734
Driver costs	9,234	9,532
Volunteer shopping expenses	267	160
Training	2,375	949
Personal protective equipment	622	885
Warm packs	1,855	7,782
Depreciation	29,423	22,766
Carried forward	<u>758,650</u>	<u>463,633</u>

BASSETLAW ACTION CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2025

6. DIRECT COSTS OF CHARITABLE ACTIVITIES - continued

	2025 £	2024 £
Brought forward	758,650	463,633
Loss on sale of assets	743	-
	<u>759,393</u>	<u>463,633</u>

7. SUPPORT COSTS

	Finance £	Information technology £	Governance costs £	Totals £
Bassetlaw Action Centre	3,436	1,584	9,053	14,073
Car Scheme	-	-	21	21
Home Support	-	-	476	476
Befriending	-	-	50	50
Supported Hospital Discharge	93	2,016	314	2,423
Focus on Farmers	-	-	13	13
Supported Independant Living	-	-	48	48
Motability	-	-	59	59
	<u>3,529</u>	<u>3,600</u>	<u>10,034</u>	<u>17,163</u>

8. OTHER

	2025 £	2024 £
Support costs	<u>17,163</u>	<u>12,395</u>

9. NET INCOME/(EXPENDITURE)

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

	2025 £	2024 £
Depreciation - owned assets	29,420	22,768
Deficit on disposal of fixed assets	<u>743</u>	<u>-</u>

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2025 nor for the year ended 31 March 2024.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2025 nor for the year ended 31 March 2024.

BASSETLAW ACTION CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025**

11. STAFF COSTS

	2025 £	2024 £
Wages and salaries	497,594	324,442
Social security costs	29,719	16,326
Other pension costs	96,013	24,360
	<u>623,326</u>	<u>365,128</u>

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

	2025 31	2024 26
Employees	<u>31</u>	<u>26</u>

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	2025 1	2024 -
£60,001 - £70,000	<u>1</u>	<u>-</u>

12. TANGIBLE FIXED ASSETS

	Freehold property £	Property improvements £	Fixtures and fittings £
COST OR VALUATION			
At 1 April 2024	243,983	12,886	28,092
Additions	-	-	32,588
Disposals	-	-	-
	<u>243,983</u>	<u>12,886</u>	<u>60,680</u>
At 31 March 2025	243,983	12,886	60,680
DEPRECIATION			
At 1 April 2024	78,983	12,886	20,223
Charge for year	-	-	5,611
Eliminated on disposal	-	-	-
	<u>78,983</u>	<u>12,886</u>	<u>25,834</u>
At 31 March 2025	78,983	12,886	25,834
NET BOOK VALUE			
At 31 March 2025	<u>165,000</u>	<u>-</u>	<u>34,846</u>
At 31 March 2024	<u>165,000</u>	<u>-</u>	<u>7,869</u>

BASSETLAW ACTION CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025**

12. TANGIBLE FIXED ASSETS - continued

	Motor vehicles £	Computer equipment £	Totals £
COST OR VALUATION			
At 1 April 2024	128,978	50,585	464,524
Additions	132,200	32,307	197,095
Disposals	-	(1,842)	(1,842)
At 31 March 2025	261,178	81,050	659,777
DEPRECIATION			
At 1 April 2024	101,288	41,843	255,223
Charge for year	8,609	15,200	29,420
Eliminated on disposal	-	(1,099)	(1,099)
At 31 March 2025	109,897	55,944	283,544
NET BOOK VALUE			
At 31 March 2025	151,281	25,106	376,233
At 31 March 2024	27,690	8,742	209,301

The carrying amount of freehold property that would have been recognised had the asset been carried under the normal cost value would have been a net book value of £199,111. The revaluation was carried out in December 2022 by an independent valuer.

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025 £	2024 £
Trade debtors	2,014	787
Accrued income	-	5,526
Prepayments	8,176	7,622
	10,190	13,935

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025 £	2024 £
Trade creditors	4,916	1,439
Deferred income	152,011	38,834
Accrued expenses	3,600	3,360
	160,527	43,633

Deferred income is grants received at the year end which relate to expenditure incurred post year end.

BASSETLAW ACTION CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025**

15. MOVEMENT IN FUNDS

	At 1.4.24 £	Net movement in funds £	At 31.3.25 £
Unrestricted funds			
Non-Designated Funds	332,651	253,765	586,416
Designated Funds	143,000	(143,000)	-
	<u>475,651</u>	<u>110,765</u>	<u>586,416</u>
Restricted funds			
Restricted fund	278,407	90,191	368,598
	<u>278,407</u>	<u>90,191</u>	<u>368,598</u>
TOTAL FUNDS	<u><u>754,058</u></u>	<u><u>200,956</u></u>	<u><u>955,014</u></u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Non-Designated Funds	300,076	(46,311)	253,765
Designated Funds	-	(143,000)	(143,000)
	<u>300,076</u>	<u>(189,311)</u>	<u>110,765</u>
Restricted funds			
Restricted fund	677,436	(587,245)	90,191
	<u>677,436</u>	<u>(587,245)</u>	<u>90,191</u>
TOTAL FUNDS	<u><u>977,512</u></u>	<u><u>(776,556)</u></u>	<u><u>200,956</u></u>

Comparatives for movement in funds

	At 1.4.23 £	Net movement in funds £	Transfers between funds £	At 31.3.24 £
Unrestricted funds				
Non-Designated Funds	328,358	40,293	(36,000)	332,651
Designated Funds	107,000	-	36,000	143,000
	<u>435,358</u>	<u>40,293</u>	<u>-</u>	<u>475,651</u>
Restricted funds				
Restricted fund	268,876	9,531	-	278,407
	<u>268,876</u>	<u>9,531</u>	<u>-</u>	<u>278,407</u>
TOTAL FUNDS	<u><u>704,234</u></u>	<u><u>49,824</u></u>	<u><u>-</u></u>	<u><u>754,058</u></u>

BASSETLAW ACTION CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025**

15. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Non-Designated Funds	421,260	(380,967)	40,293
Restricted funds			
Restricted fund	104,592	(95,061)	9,531
TOTAL FUNDS	<u>525,852</u>	<u>(476,028)</u>	<u>49,824</u>

16. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2025.

BASSETLAW ACTION CENTRE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2025

	2025 £	2024 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	4,394	9,533
Charitable activities		
Charitable activities income	234,545	204,461
Grant aid and contracts	717,092	291,831
	951,637	496,292
Other income		
Bank interest received	11,546	9,519
Insurance claim	-	473
Rental income	9,935	10,035
	21,481	20,027
Total incoming resources		
	977,512	525,852
EXPENDITURE		
Charitable activities		
Wages	497,594	324,442
Social security	29,719	16,326
Pensions	96,013	24,360
Premises costs	9,326	6,860
Insurance	3,569	2,643
Light and heat	5,657	6,563
Telephone	4,720	4,350
Printing, postage & stationery	6,278	3,865
Advertising	7,883	2,273
Sundries	9,847	6,059
Refreshments	6,580	4,084
Motor and travel costs	37,688	19,734
Driver costs	9,234	9,532
Volunteer shopping expenses	267	160
Training	2,375	949
Personal protective equipment	622	885
Warm packs	1,855	7,782
Fixtures depreciation	5,612	5,491
Motor vehicles depreciation	8,609	8,609
Computer equipment depr	15,202	8,666
Loss on sale of tangible fixed assets	743	-
	759,393	463,633
Support costs		
Finance		
Bank charges	3,529	2,685

This page does not form part of the statutory financial statements

BASSETLAW ACTION CENTRE

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2025**

	2025 £	2024 £
Finance		
Information technology		
Repairs and renewals	3,600	3,635
Governance costs		
Independent examination	3,840	3,840
Consultancy fees	3,312	-
Accounting software fees	1,845	1,703
Legal fees	1,037	532
	10,034	6,075
Total resources expended	776,556	476,028
Net income	200,956	49,824

Accounts

REGISTERED COMPANY NUMBER: 05177066 (England and Wales)
REGISTERED CHARITY NUMBER: 1106908

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024
FOR
BASSETLAW ACTION CENTRE
(A COMPANY LIMITED BY GUARANTEE)

BASSETLAW ACTION CENTRE

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BASSETLAW ACTION CENTRE

REFERENCE AND ADMINISTRATIVE DETAILS FOR THE YEAR ENDED 31 MARCH 2024

TRUSTEES	M E Browne J Caley D M Colton M Storey A A D Tromans J E Coyne S J F Lamb H J Derby S J Reed (appointed 12.9.2023)
COMPANY SECRETARY	D M Colton
REGISTERED OFFICE	The Warehouse Canal Steet RETFORD DN22 6EZ
REGISTERED COMPANY NUMBER	05177066 (England and Wales)
REGISTERED CHARITY NUMBER	1106908
INDEPENDENT EXAMINER	Glover & Co Chartered Accountants 13/15 Netherhall Road DONCASTER DN1 2PH
BANKERS	Unity Trust plc Four Brindley Place BIRMINGHAM B1 2JB

The day to day management of the charity is carried out by the Senior Manager Mrs L Tupling.

BASSETLAW ACTION CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024

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 2024. 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).

BASSETLAW ACTION CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024

OBJECTIVES AND ACTIVITIES

Objectives and aims

In 2019 we set up a strategic subgroup to review and refresh our business plan. Our five-year plan (2019-2024) was agreed and adopted by board and was drawn together to illustrate the strengths of our organisation, to assess the resources we have, to recognise where our organisation is at the moment and where we are aiming to be in the future. We accept this is a living document that will change over time but we captured our plans and vision for the past five years of our development and can now reflect on our plans. We could not have foreseen the impact that Covid would have on our people, our organisation and our service delivery but nonetheless our aims remained strong and we can now acknowledge the achievements we have made.

In this process we have identified that the Bassetlaw Action Centre is a significant operator in the voluntary sector in Bassetlaw, now delivering services throughout Nottinghamshire, with approximately 100 staff and volunteers (combined). Each staff and volunteer being fully DBS checked and competent in delivering a quality service to older people and people at risk throughout Nottinghamshire.

We offer a range of services through our own projects and through the strong partnerships and signposting arrangements that we have developed which allows us to provide a holistic approach to the clients we serve. Our partners include voluntary and statutory sector organisations and we continue to nurture the relationship with our partners to ensure that a quality service is delivered.

The process of developing our business plan (and in drafting our 2025/2031 plan) has allowed us to critically analyse our organisation, acknowledging our strengths and achievements whilst recognising our threats and opportunities. Our committed and dedicated team of staff and volunteers are undoubtedly our most valuable resource - without which we could not perform as an organisation.

Our opportunities for the future include the collaboration with other voluntary sector providers, expansion into new areas, consolidating our services and developing more paid-for services which will allow us to provide additional services without the reliance on traditional grant aid.

There are challenges ahead; in particular, the changing demographics of older people means that undoubtedly there will be greater demand for our services. Traditional forms of grant aid are being replaced with competitive tenders and contracts which puts greater pressure on achieving the core costs of the organisation. This additional demand for our service has been challenged further by the unprecedented cuts in funding to the sector as a whole.

We do recognise that we have to remain focussed in what we do, yet willing to adapt and change to meet the demands of the future. As our staff and volunteers are our greatest asset, we need to ensure that we support them, train them, manage them, and steer them through the challenges ahead whilst ensuring that our customer focussed approach is always at the forefront of our organisation.

Our vision for the next five years is one of continued development to ensure that Bassetlaw Action Centre continues to be the quality service delivery organisation that it is today.

We acknowledge that Bassetlaw Action Centre had previously seen a year on year growth for over fifteen years which couldn't be sustained indefinitely and a downturn in income followed which resulted in a service redesign and restructure. More recently, and in particular over the past couple of years we have significantly strengthened our organisation and the rise in turnover demonstrates this. We had predicted a significant reduction in income for the organisation in the financial year so, we agreed to utilise up to £100,000.00 from our reserves to enable us to maintain our charitable activities. Due to significant fundraising activities during the year we have managed to generate a surplus without using any of our reserves. At the end of the year 44% of our overall income was generated by our paid for services and 46 funding applications had been submitted during the year - of which we had a success rate of 41%. We were successful in securing a countywide tender from Nottinghamshire County Council for one year (with possible extension up to 5 years) with a contract value of £275,000.00 which had a significant positive impact on our financial position. Our plans for the next five years include exploring additional fundraising activities as we move away from dependency on traditional grant aid and to continue to find efficiencies wherever possible.

Our challenge when developing our strategic plan was to identify and agree on some strategic objectives which have been tracked on an annual basis, in addition to ensuring the plan is in line with the evolving external context. These objectives are detailed on page 4.

The name Bassetlaw Action Centre suggests that our service delivery is coterminous with the district boundary. Therefore, we have added a strapline which says "making a difference throughout Nottinghamshire" in acknowledgement of where our service delivery now takes place.

Public benefit

The services offered by the Bassetlaw Action Centre are aimed at improving the skills, knowledge, health and well being of older and vulnerable people within Nottinghamshire and to promote independent living for longer. The trustees have had regard to Charities Commission guidance on public benefit.

BASSETLAW ACTION CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The services offered by the Bassetlaw Action Centre fall under several main project headings as follows:

Staying Well Programme/Expert Patients - This is a six-week self-management programme for people living with a long-term condition. A number of virtual courses have been delivered throughout Bassetlaw during the year, alongside face to face courses. The programme is designed to empower individuals to better manage their long-term condition; and to date has been very well received by other people with long term health conditions. In addition, participants are signposted to health intervention services where appropriate. In addition to the Staying Well programme a twelve-week self-management programme for people living with long Covid has also been developed and continues to be delivered.

Get Out Get Active (GOGA) - encourages participation in sport and activity between able bodied people and people with disabilities. A number of initiatives were developed further in the year including a walking tennis group, one to one walking sessions including Men Walk Talk, Women Walk Talk and Stay Pawsitive and links were made with a number of local sports clubs and activities. Funding for GOGA has now ended and this area of work will be significantly reduced from 1 April 2024.

Community Car Scheme - offers a transport service for those individuals who for a variety of reasons (mobility/rurality etc.) cannot utilise public transport methods. Cars are available to individuals for hospital appointments, dental appointments, hairdressing appointments etc., to name just a few. Individuals using the service are expected to pay an annual registration fee, and a booking fee to assist with the running costs of the scheme, clients also pay a mileage rate to contribute to volunteer expenses. Partnership working arrangements are well established now with a number of organisations including, Nottinghamshire County Council and Bassetlaw Place Based Partnership. The scheme has been predominantly used for health appointments including taking people for flu and Covid vaccines as well as providing an essential shopping and visiting service.

Car Scheme Plus - operates in a similar way to the Community Car Scheme above but is designed for service users with limited mobility who would be unable to access a non-adapted volunteer's car. The Car Scheme Plus vehicle is fully wheelchair accessible. Journeys in the Car Scheme Plus are quoted on an individual basis. The fully electric vehicle now enables the costs of operating the service to be in line with the Community Car Scheme therefore no disproportionate charges apply to people with disabilities in need of a wheelchair accessible vehicle. In addition, operating a fully electric vehicle significantly reduces emissions and therefore supports the green agenda.

The Home Support Service is currently available across the community offering a range of domestic services from general cleaning, shopping and a sitting service. The service is open to all residents in Bassetlaw who need some additional support to help them remain independent at home. This is a chargeable service and can be offered as a long term or ad-hoc arrangement.

Promoting Independence is currently offered in Bassetlaw Hospital to support patients within 48 hours of discharge to make informed choices about maintaining independence. This can be to provide information and advice on preventative services available, welfare benefits support and access to other sources of advice to empower patients to make informed decisions.

Community Minibus - Bassetlaw consists of some 250 square miles, two thirds of which is very rural and isolated, and as a result of reductions in national transport arrangements (buses in particular), a community minibus is beneficial to the Bassetlaw community. The community minibus can be hired with a driver by community groups for a variety of social, health and business activities, and in addition the Bassetlaw Action Centre offers day trips to shopping centres, the coast, and other interesting sightseeing trips. The project continues to grow, with lunch clubs to reduce loneliness amongst our older population being very popular. The charity has a designated Minibus replacement fund which will be utilised in due course to replace the existing vehicle but we currently have plans in place to expand our service delivery by providing transport options to people with disabilities and to secure a second vehicle to enable us to meet the additional demand. In the year a further £22,000 has been designated into the Minibus replacement fund and a further £14,000 has been designated into the Wheelchair Accessible Vehicle fund (now known as a WAV not an MPV).

BASSETLAW ACTION CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024

Befriending - Additional volunteer befrienders have been recruited, with face to face befriending taking place in addition to a menu of befriending options to complement the traditional face to face service which includes: telephone befriending, group befriending, WhatsApp befriending and peer to peer befriending.

The newly commissioned Supported Hospital Discharge Service is a Nottinghamshire wide service and therefore available at Bassetlaw Hospital, King's Mill Hospital and Queen's Medical Centre. This service is aimed specifically at P1 patients. P1 patients are those who require some form of care package or reablement service to enable them to be discharged home. The SHDS advisors put a range of practical services in place to speed up discharges and are predominantly offered to patients that have no family or support services in place when they are discharged from hospital.

Keeping Warm and Well Campaign - Bassetlaw Action Centre in conjunction with other statutory organisations i.e. Bassetlaw District Council, Nottinghamshire County Council, Bassetlaw Place Based Partnership, Big Energy Saving Network (BESN) and Coalfields Regeneration Trust (CRT) offered a range of initiatives. In addition to the allocation of information packages for sustainable warmth, Bassetlaw Action Centre opened as a Warm Space between 1st October and 31st March, issued Warm Packs (including oil filled radiators, electric blankets, electric throws, flasks and thermometers) to vulnerable clients unable to afford the cost of the soaring gas and electricity costs. In addition, the Bassetlaw Action Centre Energy Advisors exceeded targets of supporting vulnerable customers. All interventions exist to reduce excessive winter deaths in older people.

NNSP - The North Nottinghamshire Support Partnership is a multi-agency advice and support network for adults in Bassetlaw through a single point of access. NNSP works by enabling people to access a wide range of services through a single point of access. The simple checklist helps to identify the support, information and advice a client might benefit from. Completed checklists generate referrals to partner agencies prompting them to contact the customer with the support, information and advice required.

We have also been fortunate to secure funding from the UKSPF funding streams to cover the salary costs of our Volunteer Recruiter for a further year, to upgrade our central heating system to include Hive thermostatically controlled radiator valves and to have Solar Panels installed to enable us to generate our own electricity. The installation of the Solar Panels will not only significantly reduce our energy costs but will also generate a surplus energy which will be sold back to the National Grid.

A range of other services and facilities are available for individuals and organisations, including advice on funding sources and applications and the provision of low-cost space and meeting rooms.

The six objectives identified in the five-year business plan (2019-2024) are monitored and measured by the Strategic Subgroup on an annual basis and include the findings in the annual report.

1. To ensure that the organisation adopts a balanced budget and maintains necessary levels of turnover.
- Achieved. Despite the anticipated requirement to use £100,000.00 of reserves during the year, the financial position at the end of March 2024 is healthy showing a surplus. A projected balanced budget for the year ending 31st March 2025 has been achieved due to robust financial management.
2. To increase income through paid for services.
- Achieved. 44% of our income in year ending March 2024 was from paid for services.
3. To increase the volunteer base.
- Achieved. There are 88 active volunteers across all projects at the end of the financial year compared to 83 at the end of the last financial year (and 65 the previous year). The new volunteer recruitment positions that we introduced have been a significant help in increasing our volunteer base.
4. To seek and pursue new opportunities to develop complementary services within the aims and objectives of the organisation.
- Achieved. We successfully secured the new Supported Hospital Discharge Service (SHDS) Tender from Nottinghamshire County Council for 1 year with a possible extension to 5 years. Meanwhile we continued to secure funding to extend the Warm Pack allocation, we secured funding for Solar Panels for the building which will not only reduce our energy costs but will generate an income for the organisation. We secured funding to upgrade our meeting rooms to include a large screen and "Owl" conferencing facilities.
5. To strengthen and extend our existing offer.

BASSETLAW ACTION CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

- Achieved. We collectively wrote 46 funding applications during the year of which 19 were successful. This represents a 41% success rate. Additionally, the Supported Hospital Discharge Service is a Countywide service resulting in us extending our offer not only to Bassetlaw Patients on discharge from Hospital but Patients throughout Nottinghamshire. This has resulted in new partnerships being formed and extended our offer throughout the County.

6. To ensure that we identify and proactively manage risks and emerging threats.

Achieved. We continue to develop and refresh our risk assessments to ensure that we identify emerging threats at the earliest opportunity to enable us to minimise impact on the organisation. Our financial risk assessment is also continuously monitored and whilst in current financial year we have achieved the necessary levels of turnover, there remains a risk to the organisation that future funding could reduce.

The RAG rating in the strategic plan is reviewed annually and clearly demonstrates the direction of travel. This together with the very favourable financial position at the year-end puts the organisation in a strong position to continue its valuable work in the future.

FINANCIAL REVIEW

Financial position

The target for income generation was met, and expenditure has been contained within the parameters set by the Trustees. The Trustees consider the financial results to be very satisfactory and funding for the next twelve-month period has been agreed for all existing provision with a small surplus being predicted. The charity anticipates a reduction in funding for year ending 31 March 2026 so will still pursue funding opportunities for the continuation and expansion of services over the next eighteen months and will maximise on income generation to offset the predicted downturn in expected historic income sources.

Our success in increasing income streams to provide services at manageable costs for the year ending 31st March 2024 has resulted in a surplus of funds at year end.

Principal funding sources

The principal funding sources over the past twelve months for the Charity have been: -

- Health Transport, Befriending, Promoting Independence, Expert Patients Programme 'Staying Well', Expert Patients "Long Covid" - Funded by Nottingham ICB (through the Bassetlaw Place Based Partnership).
- Community Car Scheme - Funded by Nottinghamshire County Council and Nottingham ICB (through Bassetlaw Place Based Partnership).
- Car Scheme Plus - Funded by Nottinghamshire County Council.
- Community Minibus - Funded by Nottinghamshire County Council.
- Keeping Warm and Well - Funded by Big Energy Saving Network (BESN), Bassetlaw District Council, Nottingham ICB (through Bassetlaw Place Based Partnership).
- Housing - Funded by Nottinghamshire County Council.
- Supported Hospital Discharge Service - Funded by Nottinghamshire County Council.

Investment policy and objectives

The Trustees within the terms of the Memorandum and Articles of Association have the power to invest all funds not immediately required by the charity, and as such have set out procedures to do this in the longer term.

BASSETLAW ACTION CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024

FINANCIAL REVIEW

Reserves policy

Reserves policy

The board are currently taking advice to review the existing reserves policy which is as follows:

The unrestricted reserve account should not fall below 1% of turnover.

The unrestricted, non-designated reserve account should not exceed 75% of turnover.

The reserve account should be used specifically for the following purposes:

Unexpected expenditure

Redundancy payments where there is a shortfall in funding

Emergency provision

Cash flow

In the event that the reserve account is required for any other purpose, approval from a minimum of 3 trustees must be sought.

The 1% and 75% limits should be reviewed by the finance sub-group at least annually.

The total funds held at the year-end are £754,058.

£278,407 is restricted and £475,651 is unrestricted.

£202,565 of the restricted funds is tied up in fixed assets so would only be realised upon disposal.

£6,736 of unrestricted funds also relates to fixed assets.

The unrestricted funds available after taking into consideration the fixed assets is £468,915.

The available funding required to cover amounts identified by the trustees is as follows: -

	£
Funding retained to cover the financial risk assessment	79,698
Funding needed to operate for a minimum of three months	108,000
	187,698

Any funds held over and above these amounts will continue to be utilised to carry the cost of developmental activities and furtherance of the aims and objectives of the Charity.

Designated Funds:

The Charity has designated a minibus replacement fund of £129,000 and a Wheelchair Accessible Vehicle fund of £14,000. The timing of this expenditure will be as stated when the current vehicles require replacing.

Employee pension contributions

The charity has also undertaken to increase the pension contributions made to the employee pension scheme. Pension contributions will continue to be paid at the percentages set for each employee, but in addition, and based upon affordability and the financial situation of the charity at the end of each financial year, 50% of any annual surplus is to be paid into pension funds for employees as follows, 1/3rd to the Chief Executive and 2/3rds to the remaining staff pro-rata. These additional contributions will commence in the year ending 31 March 2025, based on the surplus made in these accounts. For the year ended 31 March 2025 the charity will therefore contribute an additional £24,912 into employee pension schemes.

There are sufficient funds in place to cover necessary costs for year ending 31 March 2025.

BASSETLAW ACTION CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024

FUTURE PLANS

Bassetlaw Action Centre, in conjunction with partners, will continue to identify funding and resources to develop the services as identified previously in this report to enable older people, people at risk, frail and socially isolated people to access services and activities throughout the Bassetlaw Area.

Bassetlaw Action Centre also plans to expand income generation through their Home Support Service, transport services and room hire and to secure additional external funding to continue to meet the needs of the charity and the local community.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity (which was established in February 1996) is a private Company Limited by Guarantee and was incorporated on 12th June 2004. It is governed by a Memorandum of Association, which sets out the powers of the charitable company, and is governed under its Articles of Association.

Recruitment and appointment of new trustees

The Directors of the Company are also Trustees for the purpose of Charity law.

From time to time the existing Trustees need to review the skills, experience and knowledge of the Trustee members, and new Trustees may need to be appointed.

The procedures to do this are:

- Identification by Members of the Board of Trustees of suitable candidates (ie their skills, experience, knowledge of the work and local community issues) via networks, and network organisations.
- Senior Manager discusses the vacancy opportunity with potential candidates and outlines the nature of the business.
- Interested candidates are invited to meet existing Members of the Board of Trustees at a Trustee meeting.
- Job description/roles and responsibilities are discussed and agreed, and subject to agreement by existing Trustees, interested candidates are invited to join the Bassetlaw Action Centre board.

Organisational structure

In December each year the Finance Subgroup undertakes a pay review for all staff and makes recommendation to board for implementation from April. In 2024 a market review was undertaken to benchmark and compare the pay of key management personnel to ensure that the organisation was providing a pay scale attractive enough to ensure the right calibre of people were engaged in the organisation and that key management personnel were paid comparable to other similar organisations in the UK.

Induction and training of new trustees

New Trustees are encouraged to meet with the Senior Manager to enable familiarisation with the charity and the complexity of the working environment and client needs, to gain an understanding of the current financial position and funding arrangements, staffing and other resources, and the future plans and objectives of the charity.

New Trustees are encouraged to visit the Charity Commission website, where documents outlining Trustee responsibilities, charity law and other issues are available.

Related parties

There are no Directors or Trustees related party issues.

BASSETLAW ACTION CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The Trustees operate a risk management approach to the charity's business and the process involves:

- Setting out objectives/targets to be achieved annually.
- Setting out an annual budget.
- Delegating authority to ensure objectives and targets are achieved.
- Undertaking an annual Financial Risk Assessment

In addition, the Trustees have also set out and implemented policies and procedures to cover quality assurance, equal opportunities, health and safety, environmental issues and recycling, IT data and financial policies covering investment, reserves and limits of authority for expenditure.

These policies are reviewed annually, and monitoring takes place to measure the impact of the implementation of these policies the results of which are used to improve the quality and effectiveness of staff and the services by the charity.

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 3 September 2024 and signed on its behalf by:

D M Colton - Secretary

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BASSETLAW ACTION CENTRE**

Independent examiner's report to the trustees of Bassetlaw Action Centre ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2024.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, 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:

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

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

Mrs Jane Mellor FCA

Glover & Co
Chartered Accountants
13/15 Netherhall Road
DONCASTER
DN1 2PH

3 September 2024

BASSETLAW ACTION CENTRE

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 MARCH 2024

	Notes	Unrestricted funds £	Restricted fund £	2024 Total funds £	2023 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	-	9,533	9,533	1,174
Charitable activities	3				
Bassetlaw Action Centre		91,283	38,247	129,530	162,971
Car Scheme		39,107	-	39,107	68,879
Car Scheme Plus		2,814	-	2,814	58,186
Minibus		10,226	1,276	11,502	21,172
Housing Choice		13,625	-	13,625	22,030
Home Support		111,410	5,333	116,743	96,756
Staying Well		15,000	15,000	30,000	49,000
Warm & Well		-	27,203	27,203	8,514
Befriending		10,000	-	10,000	21,000
North Notts Support Partnership		15,000	-	15,000	15,000
GOGA (Get Out Get Active)		44,654	3,000	47,654	51,862
Mens Walk Talk		1,631	-	1,631	5,617
POV (Points of View)		9,400	-	9,400	11,750
Promoting Independance		-	5,000	5,000	40,739
Supported Hospital Discharge		32,083	-	32,083	-
Digital & Social Inclusion		5,000	-	5,000	-
Other income	4	20,027	-	20,027	15,167
Total		<u>421,260</u>	<u>104,592</u>	<u>525,852</u>	<u>649,817</u>
EXPENDITURE ON					
Charitable activities	5				
Bassetlaw Action Centre		71,019	38,247	109,266	114,243
Car Scheme		39,107	-	39,107	84,119
Car Scheme Plus		2,814	-	2,814	57,137
Minibus		10,226	1,276	11,502	21,801
Housing Choice		13,625	-	13,625	22,030
Home Support		111,410	5,333	116,743	96,756
Staying Well		15,000	15,000	30,000	17,169
Warm & Well		-	27,203	27,203	8,514
Befriending		10,000	-	10,000	21,000
North Notts Support Partnership		15,000	-	15,000	15,000
GOGA (Get Out Get Active)		44,654	3,000	47,654	60,956
PEPA (Positive Experiences in Physical Activity)		-	-	-	6,000
Mens Walk Talk		1,631	-	1,631	4,617
POV (Points of View)		9,400	-	9,400	11,750
Promoting Independance		-	5,000	5,000	40,739
Supported Hospital Discharge		32,083	-	32,083	-
Digital & Social Inclusion		5,000	-	5,000	-
Other	8	-	-	-	19,105
Total		<u>380,969</u>	<u>95,059</u>	<u>476,028</u>	<u>600,936</u>
NET INCOME		40,291	9,533	49,824	48,881

The notes form part of these financial statements

BASSETLAW ACTION CENTRE

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 MARCH 2024

	Notes	Unrestricted funds £	Restricted fund £	2024 Total funds £	2023 Total funds £
RECONCILIATION OF FUNDS					
Total funds brought forward		435,358	268,876	704,234	655,353
TOTAL FUNDS CARRIED FORWARD		<u>475,649</u>	<u>278,409</u>	<u>754,058</u>	<u>704,234</u>

The notes form part of these financial statements

BASSETLAW ACTION CENTRE

BALANCE SHEET 31 MARCH 2024

	Notes	Unrestricted funds £	Restricted fund £	2024 Total funds £	2023 Total funds £
FIXED ASSETS					
Tangible assets	12	6,736	202,565	209,301	219,428
CURRENT ASSETS					
Debtors	13	8,935	5,000	13,935	39,279
Cash at bank and in hand		503,613	70,842	574,455	516,018
		<u>512,548</u>	<u>75,842</u>	<u>588,390</u>	<u>555,297</u>
CREDITORS					
Amounts falling due within one year	14	(43,633)	-	(43,633)	(70,491)
NET CURRENT ASSETS		<u>468,915</u>	<u>75,842</u>	<u>544,757</u>	<u>484,806</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>475,651</u>	<u>278,407</u>	<u>754,058</u>	<u>704,234</u>
NET ASSETS		<u><u>475,651</u></u>	<u><u>278,407</u></u>	<u><u>754,058</u></u>	<u><u>704,234</u></u>
FUNDS	15				
Unrestricted funds				475,651	435,358
Restricted funds				<u>278,407</u>	<u>268,876</u>
TOTAL FUNDS				<u><u>754,058</u></u>	<u><u>704,234</u></u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2024.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

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

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

The financial statements were approved by the Board of Trustees and authorised for issue on 3 September 2024 and were signed on its behalf by:

A A D Tromans - Trustee

The notes form part of these financial statements

BASSETLAW ACTION CENTRE

**CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2024**

Notes	2024 £	2023 £
Cash flows from operating activities		
Cash generated from operations 1	71,077	(95,254)
Net cash provided by/(used in) operating activities	71,077	(95,254)
Cash flows from investing activities		
Purchase of tangible fixed assets	(12,640)	(53,143)
Sale of tangible fixed assets	-	1,006
Revaluation of freehold property	-	18,111
Net cash used in investing activities	(12,640)	(34,026)
Change in cash and cash equivalents in the reporting period	58,437	(129,280)
Cash and cash equivalents at the beginning of the reporting period	516,018	645,298
Cash and cash equivalents at the end of the reporting period	574,455	516,018

The notes form part of these financial statements

BASSETLAW ACTION CENTRE

NOTES TO THE CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2024

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

	2024	2023
	£	£
Net income for the reporting period (as per the Statement of Financial Activities)	49,824	48,881
Adjustments for:		
Depreciation charges	22,767	27,452
Loss on disposal of fixed assets	-	994
Decrease/(increase) in debtors	25,344	(24,961)
Decrease in creditors	(26,858)	(147,620)
Net cash provided by/(used in) operations	<u>71,077</u>	<u>(95,254)</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.23	Cash flow	At 31.3.24
	£	£	£
Net cash			
Cash at bank and in hand	516,018	58,437	574,455
	<u>516,018</u>	<u>58,437</u>	<u>574,455</u>
Total	<u>516,018</u>	<u>58,437</u>	<u>574,455</u>

The notes form part of these financial statements

BASSETLAW ACTION CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

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, as modified by the revaluation of certain assets.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

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.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 20% on cost
Motor vehicles	- 20% on cost
Computer equipment	- 33% on cost

The property is shown at its latest valuation, undertaken in December 2022 and provided by an independent property professional. The trustees undertake to have the property revalued by an independent professional every 3 years.

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.

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 trustees report.

Pension costs and other post-retirement benefits

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

BASSETLAW ACTION CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2024

2. DONATIONS AND LEGACIES

	2024 £	2023 £
Donations	9,533	1,174

3. INCOME FROM CHARITABLE ACTIVITIES

		Bassetlaw Action Centre £	Car Scheme £	Car Scheme Plus £	Minibus £	
Charitable activities income		9,721	38,207	2,814	10,226	
Grant aid and contracts		119,809	900	-	1,276	
		<u>129,530</u>	<u>39,107</u>	<u>2,814</u>	<u>11,502</u>	
		Housing Choice £	Home Support £	Staying Well £	Warm & Well £	
Charitable activities income		-	111,410	-	-	
Grant aid and contracts		13,625	5,333	30,000	27,203	
		<u>13,625</u>	<u>116,743</u>	<u>30,000</u>	<u>27,203</u>	
		Befriending £	North Notts Support Partnership £	GOGA (Get Out Get Active) £	Mens Walk Talk £	POV (Points of View) £
Charitable activities income		-	-	-	-	
Grant aid and contracts		10,000	15,000	47,654	1,631	9,400
		<u>10,000</u>	<u>15,000</u>	<u>47,654</u>	<u>1,631</u>	<u>9,400</u>
				2024	2023	
		Promoting Independence £	Supported Hospital Discharge £	Digital & Social Inclusion £	Total activities £	Total activities £
Charitable activities income		-	32,083	-	204,461	212,255
Grant aid and contracts		5,000	-	5,000	291,831	421,221
		<u>5,000</u>	<u>32,083</u>	<u>5,000</u>	<u>496,292</u>	<u>633,476</u>

BASSETLAW ACTION CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2024

4. OTHER INCOME

	2024	2023
	£	£
Bank interest received	9,519	2,852
Insurance claim	473	-
Rental income	10,035	12,315
	<u>20,027</u>	<u>15,167</u>

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 6) £	Support costs (see note 7) £	Totals £
Bassetlaw Action Centre	97,289	11,977	109,266
Car Scheme	39,107	-	39,107
Car Scheme Plus	2,814	-	2,814
Minibus	11,502	-	11,502
Housing Choice	13,473	152	13,625
Home Support	116,477	266	116,743
Staying Well	30,000	-	30,000
Warm & Well	27,203	-	27,203
Befriending	10,000	-	10,000
North Notts Support Partnership	15,000	-	15,000
GOGA (Get Out Get Active)	47,654	-	47,654
Mens Walk Talk	1,631	-	1,631
POV (Points of View)	9,400	-	9,400
Promoting Independance	5,000	-	5,000
Supported Hospital Discharge	32,083	-	32,083
Digital & Social Inclusion	5,000	-	5,000
	<u>463,633</u>	<u>12,395</u>	<u>476,028</u>

6. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2024	2023
	£	£
Staff costs	365,128	419,184
Premises costs	6,860	11,887
Insurance	2,643	2,353
Light and heat	6,563	4,261
Telephone	4,350	4,907
Printing, postage & stationery	3,865	9,962
Advertising	2,273	7,620
Sundries	6,059	8,287
Refreshments	4,084	5,274
Motor and travel costs	19,734	21,711
Driver costs	9,532	11,071
Volunteer shopping expenses	160	2,996
Training	949	3,257
Personal protective equipment	885	641
Warm packs	7,782	28,104
Depreciation	22,766	27,452
	<u>463,633</u>	<u>568,967</u>

BASSETLAW ACTION CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2024

7. SUPPORT COSTS

	Finance £	Information technology £	Governance costs £	Totals £
Bassetlaw Action Centre	2,685	3,635	5,657	11,977
Housing Choice	-	-	152	152
Home Support	-	-	266	266
	<u>2,685</u>	<u>3,635</u>	<u>6,075</u>	<u>12,395</u>

8. OTHER

	2024 £	2023 £
Loss on sale of assets	-	994
Impairment losses	-	18,111
	<u>-</u>	<u>19,105</u>

9. NET INCOME/(EXPENDITURE)

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

	2024 £	2023 £
Depreciation - owned assets	22,768	27,452
Deficit on disposal of fixed assets	-	994
	<u>-</u>	<u>19,105</u>

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2024 nor for the year ended 31 March 2023.

11. STAFF COSTS

	2024 £	2023 £
Wages and salaries	324,442	373,031
Social security costs	16,326	21,468
Other pension costs	24,360	24,685
	<u>365,128</u>	<u>419,184</u>

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

	2024	2023
Employees	<u>26</u>	<u>26</u>

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

BASSETLAW ACTION CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2024

12. TANGIBLE FIXED ASSETS

	Freehold property £	Property improvements £	Fixtures and fittings £
COST OR VALUATION			
At 1 April 2023	243,983	12,886	26,309
Additions	-	-	1,783
Disposals	-	-	-
At 31 March 2024	243,983	12,886	28,092
DEPRECIATION			
At 1 April 2023	78,983	12,886	14,731
Charge for year	-	-	5,492
Eliminated on disposal	-	-	-
At 31 March 2024	78,983	12,886	20,223
NET BOOK VALUE			
At 31 March 2024	165,000	-	7,869
At 31 March 2023	165,000	-	11,578
	Motor vehicles £	Computer equipment £	Totals £
COST OR VALUATION			
At 1 April 2023	128,978	41,629	453,785
Additions	-	10,858	12,641
Disposals	-	(1,902)	(1,902)
At 31 March 2024	128,978	50,585	464,524
DEPRECIATION			
At 1 April 2023	92,679	35,078	234,357
Charge for year	8,609	8,667	22,768
Eliminated on disposal	-	(1,902)	(1,902)
At 31 March 2024	101,288	41,843	255,223
NET BOOK VALUE			
At 31 March 2024	27,690	8,742	209,301
At 31 March 2023	36,299	6,551	219,428

The carrying amount of freehold property that would have been recognised had the asset been carried under the normal cost value would have been a net book value of £199,111. The revaluation was carried out in December 2022 by an independent valuer.

BASSETLAW ACTION CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2024

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Trade debtors	787	32,699
Accrued income	5,526	-
Prepayments	7,622	6,580
	<u>13,935</u>	<u>39,279</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Trade creditors	1,439	845
Deferred income	38,834	66,766
Accrued expenses	3,360	2,880
	<u>43,633</u>	<u>70,491</u>

Deferred income is grants received at the year end which relate to expenditure incurred post year end.

15. MOVEMENT IN FUNDS

	At 1.4.23	Net movement in funds	Transfers between funds	At 31.3.24
	£	£	£	£
Unrestricted funds				
Non-Designated Funds	328,358	40,293	(36,000)	332,651
Designated Funds	107,000	-	36,000	143,000
	<u>435,358</u>	<u>40,293</u>	<u>-</u>	<u>475,651</u>
Restricted funds				
Restricted fund	268,876	9,531	-	278,407
	<u>704,234</u>	<u>49,824</u>	<u>-</u>	<u>754,058</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
Non-Designated Funds	421,260	(380,967)	40,293
Restricted funds			
Restricted fund	104,592	(95,061)	9,531
	<u>525,852</u>	<u>(476,028)</u>	<u>49,824</u>

BASSETLAW ACTION CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2024

15. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
Unrestricted funds				
Non-Designated Funds	324,668	47,690	(44,000)	328,358
Designated Funds	63,000	-	44,000	107,000
	<u>387,668</u>	<u>47,690</u>	<u>-</u>	<u>435,358</u>
Restricted funds				
Restricted fund	267,685	1,191	-	268,876
	<u>267,685</u>	<u>1,191</u>	<u>-</u>	<u>268,876</u>
TOTAL FUNDS	<u>655,353</u>	<u>48,881</u>	<u>-</u>	<u>704,234</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Non-Designated Funds	421,549	(373,859)	47,690
Restricted funds			
Restricted fund	228,268	(227,077)	1,191
	<u>228,268</u>	<u>(227,077)</u>	<u>1,191</u>
TOTAL FUNDS	<u>649,817</u>	<u>(600,936)</u>	<u>48,881</u>

16. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2024.

BASSETLAW ACTION CENTRE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2024

	2024 £	2023 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	9,533	1,174
Charitable activities		
Charitable activities income	204,461	212,255
Grant aid and contracts	291,831	421,221
	496,292	633,476
Other income		
Bank interest received	9,519	2,852
Insurance claim	473	-
Rental income	10,035	12,315
	20,027	15,167
Total incoming resources	525,852	649,817
EXPENDITURE		
Charitable activities		
Wages	324,442	373,031
Social security	16,326	21,468
Pensions	24,360	24,685
Premises costs	6,860	11,887
Insurance	2,643	2,353
Light and heat	6,563	4,261
Telephone	4,350	4,907
Printing, postage & stationery	3,865	9,962
Advertising	2,273	7,620
Sundries	6,059	8,287
Refreshments	4,084	5,274
Motor and travel costs	19,734	21,711
Driver costs	9,532	11,071
Volunteer shopping expenses	160	2,996
Training	949	3,257
Personal protective equipment	885	641
Warm packs	7,782	28,104
Fixtures depreciation	5,491	5,491
Motor vehicles depreciation	8,609	8,609
Computer equipment depr	8,666	13,352
	463,633	568,967
Other		
Loss on sale of tangible fixed assets	-	994
Impairment losses for tangible fixed assets	-	18,111
	-	19,105

This page does not form part of the statutory financial statements

BASSETLAW ACTION CENTRE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2024

	2024 £	2023 £
Support costs		
Finance		
Bank charges	2,685	2,094
Information technology		
Repairs and renewals	3,635	4,205
Governance costs		
Independent examination	3,840	3,360
Accounting software fees	1,703	1,529
Legal fees	532	1,676
	6,075	6,565
Total resources expended	476,028	600,936
Net income	49,824	48,881

This page does not form part of the statutory financial statements

Accounts

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023
FOR
BASSETLAW ACTION CENTRE
(A COMPANY LIMITED BY GUARANTEE)**



BASSETLAW ACTION CENTRE

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BASSETLAW ACTION CENTRE
REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 MARCH 2023

TRUSTEES	M E Browne J Caley D M Colton D Liggins (resigned 12.9.2022) M Storey A A D Tromans J E Coyne S J F Lamb H J Derby (appointed 13.6.2022)
COMPANY SECRETARY	D M Colton
REGISTERED OFFICE	The Warehouse Canal Steet RETFORD DN22 6EZ
REGISTERED COMPANY NUMBER	05177066 (England and Wales)
REGISTERED CHARITY NUMBER	1106908
INDEPENDENT EXAMINER	Glover & Co Chartered Accountants 13/15 Netherhall Road DONCASTER DN1 2PH
BANKERS	Unity Trust plc Four Brindley Place BIRMINGHAM B1 2JB

The day to day management of the charity is carried out by the Senior Manager Mrs L Tupling.

ANNUAL REPORT ON A PAGE 2022/23

Bassetlaw

ACTION

Centre

We MiDAS trained all of our volunteer drivers and delivered training to 12 external organisations.



The Staying Well Programme delivered 11 Courses (including courses for Patients with Long Covid). 156 patients participated.

Our Volunteer base consists of:

38 Car Scheme	4 Car Scheme Plus
6 Minibus	10 GOGA
18 Befrienders	8 Board Members
2 Office Admin	6 Staying Well Programme
Totalling 92 volunteers during the year	

We took delivery of our new fully electric, wheelchair accessible vehicle in June.



Our minibus completed day trips for 191 passengers, lunch club trips for 219 passengers and group hire to 118 passengers.



Our new Promoting Independence service supported early discharge of 223 patients in the year—potentially freeing up hospital beds which cost around £400.00 per day.

The befriending service made 4052 telephone support calls, 129 home visits and held 28 group sessions.



Our Organisation welcomed 19,821 enquiries in person or by telephone and provided 278 home visits. We supported over 7500 people.



The home support service received 242 new client referrals during the year and created 13 new jobs for local people.



Our meeting rooms were let out over 1500 times during the year.



The housing service supported 344 new clients with a further 44 being carried over from the previous year. We gave one off advice to a further 1345 clients, placed bids for 29 clients on the Choice Based Letting system and made 3 house moves as well as offering budgeting and energy support.

The car scheme supported 555 clients to travel 84,113 miles using 35 volunteer drivers.



Our Get Out Get Active (GOGA) project was proud to support Men Walk Talk, Ladies Walk Talk and Stay Pawsitive.



BASSETLAW ACTION CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

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

In 2019 we set up a strategic subgroup to review and refresh our business plan. Our five year plan (2019-2024) was agreed and adopted by board and was drawn together to illustrate the strengths of our organisation, to assess the resources we have, to recognise where our organisation is at the moment and where we are aiming to be in the future. We accept this is a living document that will change over time but have captured our plans and vision for the next five years of our development.

In this process we have identified that the Bassetlaw Action Centre is a significant operator in the voluntary sector in Bassetlaw with approximately 100 staff and volunteers (combined). Each staff and volunteer being fully DBS checked and competent in delivering a quality service to older and vulnerable people throughout Bassetlaw.

We offer a range of services through our own projects and through the strong partnerships and signposting arrangements that we have developed which allows us to provide a holistic approach to the clients we serve. Our partners include voluntary and statutory sector organisations and we continue to nurture the relationship with our partners to ensure that a quality service is delivered.

The process of developing our business plan has allowed us to critically analyse our organisation, acknowledging our strengths and achievements whilst recognising our threats and opportunities. Our committed and dedicated team of staff and volunteers are undoubtedly our most valuable resource - without which we could not perform as an organisation.

Our opportunities for the future include the collaboration with other voluntary sector providers, expansion into new areas, consolidating our services and developing more paid-for services which will allow us to provide additional services without the reliance on traditional grant aid.

There are challenges ahead; in particular, the changing demographics of older people means that undoubtedly there will be greater demand for our services. Traditional forms of grant aid are being replaced with competitive tenders and contracts which puts greater pressure on achieving the core costs of the organisation. This additional demand for our service has been challenged further by the unprecedented cuts in funding to the sector as a whole.

We do recognise that we have to remain focussed in what we do, yet willing to adapt and change to meet the demands of the future. As our staff and volunteers are our greatest asset, we need to ensure that we support them, train them, manage them, and steer them through the challenges ahead whilst ensuring that our customer focussed approach is always at the forefront of our organisation.

Our vision for the next five years is one of continued development to ensure that Bassetlaw Action Centre continues to be the quality service delivery organisation that it is today.

We acknowledge that Bassetlaw Action Centre had previously seen a year on year growth for over fifteen years which couldn't be sustained indefinitely and a downturn in income followed which resulted in a service redesign and restructure. More recently, and in particular over the past couple of years we have significantly strengthened our organisation and the rise in turnover demonstrates this. We are predicting a significant reduction in income for the organisation in the next financial year so, our plans for the next five years include exploring additional fundraising activities as we move away from dependency on traditional grant aid and to continue to find efficiencies wherever possible.

Our challenge when reviewing our strategic plan was to identify and agree on some strategic objectives which will be overseen and tracked by our Strategic Planning Board Subgroup in addition to ensuring the plan is in line with the evolving external context. These objectives are:

1. To ensure that the organisation adopts a balanced budget and maintains necessary levels of turnover.
2. To increase income through paid for services.
3. To increase the volunteer base.
4. To seek and pursue new opportunities to develop complementary services within the aims and objectives of the organisation.
5. To strengthen and extend our existing offer.
6. To ensure that we identify and proactively manage risks and emerging threats.

Public benefit

The services offered by the Bassetlaw Action Centre are aimed at improving the skills, knowledge, health and well being of older and vulnerable people within the Bassetlaw community and to promote independent living for longer. The trustees have had regard to Charities Commission guidance on public benefit.

BASSETLAW ACTION CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The services offered by the Bassetlaw Action Centre were adjusted during the year to ensure Covid compliance was achieved and safe working practices continued. The services fall under several main project headings as follows:

Bassetlaw Self Help - aims to provide organisations and individuals with the knowledge and information to ensure appropriate practical support is available, and involves the production of a Self Help directory, wall chart and database, which to date encompasses well over 150 groups/organisations. As funding for this service area has now been removed, we are no longer actively developing/promoting this area of work. The Self Help wall chart for 2021/2022 remains on our website as an information resource.

Staying Well Programme/Expert Patients - This is a six-week self-management programme for people living with a long term condition. A number of virtual courses have been delivered throughout Bassetlaw during the year, and we have returned to offering face to face courses. The programme is designed to empower individuals to better manage their long term condition; and to date has been very well received by other people with long term health conditions. In addition, participants are signposted to health intervention services where appropriate. In addition to the Staying Well programme a twelve-week self-management programme for people living with long Covid has also been developed. Five long Covid self-management programmes were delivered in the year and were fully populated.

Share a Ride - this area of work has now ceased and all details removed from the website. The signage has been transferred to the North Nottinghamshire Bid.

Get Out Get Active (GOGA) - encourages participation in sport and activity between able bodied people and people with disabilities. A number of initiatives were developed further in the year including a walking tennis group, one to one walking sessions including Men Walk Talk, Women Walk Talk and Stay Pawsitive and links were made with a number of local sports clubs and activities.

Community Car Scheme - offers a transport service for those individuals who for a variety of reasons (mobility/rurality etc.) cannot utilise public transport methods. Cars are available to individuals for hospital appointments, dental appointments, hairdressing appointments etc., to name just a few. Individuals using the service are expected to pay an annual registration fee, and a booking fee to assist with the running costs of the scheme, clients also pay a mileage rate to contribute to volunteer expenses. Partnership working arrangements are well established now with a number of organisations including, Nottinghamshire County Council and Bassetlaw Place Based Partnership. The scheme has been predominantly used for health appointments including for taking people for flu and Covid vaccines as well as providing an essential shopping and visiting service.

Car Scheme Plus - operates in a similar way to the Community Car Scheme above but is designed for service users with limited mobility who would be unable to access a non-adapted volunteer's car. The Car Scheme Plus vehicle is fully wheelchair accessible. Journeys in the Car Scheme Plus are quoted on an individual basis. The new fully electric vehicle was delivered in May 2022 together with electric charging points being fitted at Bassetlaw Action Centre and the garage site. The fully electric vehicle now enables the costs of operating the service to be in line with the Community Car Scheme therefore no disproportionate charges apply to people with disabilities in need of a wheelchair accessible vehicle. In addition, operating a fully electric vehicle significantly reduces emissions and therefore supports the green agenda.

The Home Support Service is currently available across the community offering a range of domestic services from general cleaning, shopping and a sitting service. The service is open to all residents in Bassetlaw who need some additional support to help them remain independent at home. This is a chargeable service and can be offered as a long term or ad-hoc arrangement.

BASSETLAW ACTION CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

Community Minibus - Bassetlaw consists of some 250 square miles, two thirds of which is very rural and isolated, and as a result of reductions in national transport arrangements (buses in particular), a community minibus is beneficial to the Bassetlaw community. The community minibus can be hired with a driver by community groups for a variety of social, health and business activities, and in addition the Bassetlaw Action Centre offers day trips to shopping centres, the coast, and other interesting sightseeing trips. The project is becoming well established and interest continues to grow, with a wider variety of groups utilising this service. We secured some funding to offer free lunch clubs to reduce loneliness amongst our older population. The charity has a designated Minibus replacement fund which will be utilised in due course to replace the existing vehicle. At that time consideration will be given to replacing with an electric vehicle in line with reducing running costs and vehicle emissions. A further £22,000 has been designated into the Minibus replacement fund in the year.

Befriending - Additional volunteer befrienders have been recruited, with face to face befriending taking place in addition to a menu of befriending options to complement the traditional face to face service which includes: telephone befriending, group befriending, WhatsApp befriending and peer to peer befriending.

Keeping Warm and Well Campaign - Bassetlaw Action Centre in conjunction with other statutory organisations i.e. Bassetlaw District Council, Nottinghamshire County Council, Bassetlaw Place Based Partnership, Big Energy Saving Network (BESN) and Coalfields Regeneration Trust (CRT) offered a range of initiatives. In addition to the allocation of information packages for sustainable warmth, Bassetlaw Action Centre opened as a Warm Space between 1st October and 31st March, issued Warm Packs (including oil filled radiators, electric blankets, electric throws, flasks and thermometers) to vulnerable clients unable to afford the cost of the soaring gas and electricity costs. In addition, the Bassetlaw Action Centre Energy Advisors exceeded targets of supporting vulnerable customers. All interventions exist to reduce excessive winter deaths in older people.

NNSP - The North Nottinghamshire Support Partnership is a multi-agency advice and support network for adults in Bassetlaw through a single point of access. NNSP works by enabling people to access a wide range of services through a single point of access. The simple checklist helps to identify the support, information and advice a client might benefit from. Completed checklists generate referrals to partner agencies prompting them to contact the customer with the support, information and advice required.

A range of other services and facilities are available for individuals and organisations, including advice on funding sources and applications, provision of low cost space and meeting rooms, low cost photocopying and administration services, and training on basic skills and introductory Information Technology which is delivered in small friendly groups in partnership with the Workers Educational Association - East Midlands District.

The six objectives identified in the five-year business plan (2019-2024) are monitored and measured by the Strategic Subgroup on an annual basis and include the findings in the annual report.

1. To ensure that the organisation adopts a balanced budget and maintains necessary levels of turnover.
 - Achieved. Despite the loss of earned income due to the Coronavirus pandemic, the financial position at the end of March 2023 is healthy however a balanced budget for the year ending 31st March 2024 has been achieved only by the commitment from Board to utilise reserves to protect services.
2. To increase income through paid for services.
 - Achieved. Income from transport services remains under target, however, income from Home Support has exceeded previous levels.
3. To increase the volunteer base.
 - Achieved. There are 83 active volunteers across all projects at the end of the financial year compared to 65 at the end of the last financial year. The new volunteer recruitment positions that we introduced have been a significant help in increasing our volunteer base.
4. To seek and pursue new opportunities to develop complementary services within the aims and objectives of the organisation.
 - Not achieved. The contract with Retford and Villages PCN was terminated as the 2 Health Coaches were employed directly by the PCN, the 3 year GOGA funding ended on 31st March 2023. The impact of this has not affected current year budget but will have implications in future years.
5. To strengthen and extend our existing offer.
 - Achieved. During the year, to alleviate the cost of living crisis, we introduced a Warm Space for 3 days per week between 1st October and 31st March. We worked with BDC and BPBP colleagues to issue warm packs consisting of oil-filled radiators, electric blankets and throws to 150 households in Bassetlaw, we delivered budgeting advice and budgeting courses and over-achieved on our Big Energy Saving Network targets.

BASSETLAW ACTION CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

6. To ensure that we identify and proactively manage risks and emerging threats.

We continue to develop and refresh our risk assessments to ensure that we identify emerging threats at the earliest opportunity to enable us to minimise impact on the organisation. Our financial risk assessment is also continuously monitored and whilst in current financial year we have achieved the necessary levels of income, there is an identified risk to the organisation that future funding is projected to be considerably lower.

The RAG rating in the strategic plan is reviewed annually and clearly demonstrates the direction of travel. This together with the very favourable financial position at the year-end puts the organisation in a strong position to continue its valuable work in the future

FINANCIAL REVIEW

Financial position

The target for income generation was met, and expenditure has been contained within the parameters set by the Trustees. The Trustees consider the financial results to be very satisfactory and funding for the next twelve-month period has been agreed for all existing provision with reserves being utilised for any shortfall to protect service delivery. This shortfall in funding was anticipated and detailed in our 2022 Trustees Report. The charity will still pursue funding opportunities for the continuation and expansion of services over the next eighteen months and will maximise on income generation to offset the predicted downturn in expected historic income sources.

Our success in increasing income streams to provide services at manageable costs for the year ending 31st March 2023 has resulted in a surplus of funds at year end.

Principal funding sources

The principal funding sources over the past twelve months for the Charity have been: -

- Health Transport, Expert Patients Programme 'Staying Well', Expert Patients "Long Covid" - Funded by Bassetlaw CCG (now Bassetlaw Place Based Partnership).
- Community Car Scheme - Funded by Nottinghamshire County Council and Bassetlaw CCG/Place Based Partnership.
- Car Scheme Plus - Funded by Nottinghamshire County Council.
- Community Minibus - Funded by Nottinghamshire County Council.
- Keeping Warm and Well - Funded by Big Energy Saving Network (BESN), Bassetlaw District Council, Nottinghamshire County Council, Bassetlaw Place Based Partnership and Coalfields Regeneration Trust.
- NNSP - North Notts Support Partnership - Funded by Bassetlaw District Council
- Housing - Funded by Elderly Advice Council and Nottinghamshire County Council.
- GOGA - Funded by Active Partners Trust and the Activity Alliance.
- Health Coaches - Funded by Retford and Villages PCN

Investment policy and objectives

The Trustees within the terms of the Memorandum and Articles of Association have the power to invest all funds not immediately required by the charity, and as such have set out procedures to do this in the longer term.

BASSETLAW ACTION CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

FINANCIAL REVIEW

Reserves policy

Reserves policy

The unrestricted reserve account should not fall below 1% of turnover.

The reserve account should not exceed 75% of turnover.

The reserve account should be used specifically for the following purposes:

Unexpected expenditure

Redundancy payments where there is a shortfall in funding

Emergency provision

Cash flow

In the event that the reserve account is required for any other purpose, approval from a minimum of 3 trustees must be sought.

The 1% and 75% limits should be reviewed by the finance sub-group at least annually.

The total funds held at the year-end are £704,234.

£268,876 is restricted and £435,358 is unrestricted.

£212,375 of the restricted funds is tied up in fixed assets so would only be realised upon disposal.

£7,053 of unrestricted funds also relates to fixed assets.

The unrestricted funds available after taking into consideration the fixed assets is £428,305.

The available funding required to cover amounts identified by the trustees is as follows: -

	£
Funding retained to cover the financial risk assessment	83,753
Funding needed to operate for a minimum of three months	108,000
Funding for 2023/24 budget to maintain services	100,000
	291,753

Any funds held over and above these amounts will continue to be utilised to carry the cost of developmental activities and furtherance of the aims and objectives of the Charity.

Designated Funds:

The Charity has designated a minibus replacement fund of £107,000. This has been increased by £44,000 as seen in Note 15 of the accounts, £22,000 of which relates to this years increased provision, and £22,000 relates to prior year. The timing of this expenditure will be as stated when the current minibus requires replacing. No replacement fund is required for the MPV as a new MPV has been purchased during this reporting year.

There are sufficient funds in place to cover necessary costs for year ending 31 March 2023 and up to £100,000 has been designated for year ending 31 March 2024 to ensure all services are protected.

FUTURE PLANS

Bassetlaw Action Centre, in conjunction with partners, will continue to identify funding and resources to develop the services as identified previously in this report to enable vulnerable, elderly, frail and socially isolated people to access services and activities throughout the Bassetlaw Area.

Bassetlaw Action Centre also plans to expand income generation through their Home Support Service, transport services and room hire and to secure additional external funding to continue to meet the needs of the charity and the local community.

BASSETLAW ACTION CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity (which was established in February 1996) is a private Company Limited by Guarantee and was incorporated on 12th June 2004. It is governed by a Memorandum of Association, which sets out the powers of the charitable company, and is governed under its Articles of Association.

Recruitment and appointment of new trustees

The Directors of the Company are also Trustees for the purpose of Charity law.

From time to time the existing Trustees need to review the skills, experience and knowledge of the Trustee members, and new Trustees may need to be appointed.

The procedures to do this are:

- Identification by Members of the Board of Trustees of suitable candidates (ie their skills, experience, knowledge of the work and local community issues) via networks, and network organisations.
- Senior Manager discusses the vacancy opportunity with potential candidates and outlines the nature of the business.
- Interested candidates are invited to meet existing Members of the Board of Trustees at a Trustee meeting.
- Job description/roles and responsibilities are discussed and agreed, and subject to agreement by existing Trustees, interested candidates are invited to join the Bassetlaw Action Centre board.

Organisational structure

In December each year the Strategic Subgroup undertakes a pay review for all staff and makes recommendation to board for implementation from April. In 2021 a market review was undertaken to benchmark and compare the pay of key management personnel to ensure that the organisation was providing a pay scale attractive enough to ensure the right calibre of people were engaged in the organisation and that key management personnel were paid comparable to other similar organisations in the UK.

Induction and training of new trustees

New Trustees are encouraged to meet with the Senior Manager to enable familiarisation with the charity and the complexity of the working environment and client needs, to gain an understanding of the current financial position and funding arrangements, staffing and other resources, and the future plans and objectives of the charity.

New Trustees are encouraged to visit the Charity Commission website, where documents outlining Trustee responsibilities, charity law and other issues are available.

Related parties

There are no Directors or Trustees related party issues.

Risk management

The Trustees operate a risk management approach to the charity's business and the process involves:

- Setting out objectives/targets to be achieved annually.
- Setting out an annual budget.
- Delegating authority to ensure objectives and targets are achieved.
- Undertaking an annual Financial Risk Assessment

In addition, the Trustees have also set out and implemented policies and procedures to cover quality assurance, equal opportunities, health and safety, environmental issues and recycling, IT data and financial policies covering investment, reserves and limits of authority for expenditure.

These policies are reviewed annually, and monitoring takes place to measure the impact of the implementation of these policies the results of which are used to improve the quality and effectiveness of staff and the services by the charity.

BASSETLAW ACTION CENTRE

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

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 12 September 2023 and signed on its behalf by:

A handwritten signature in dark ink, appearing to read 'D M Colton', with a horizontal line underneath.

D M Colton - Secretary

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BASSETLAW ACTION CENTRE**

Independent examiner's report to the trustees of Bassetlaw Action Centre ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, 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:

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

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



Mrs Jane Mellor FCA

Glover & Co
Chartered Accountants
13/15 Netherhall Road
DONCASTER
DN1 2PH

12 September 2023

BASSETLAW ACTION CENTRE

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

	Notes	Unrestricted funds £	Restricted fund £	2023 Total funds £	2022 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	1,174	-	1,174	10,145
Charitable activities					
Bassetlaw Action Centre	3	77,999	84,972	162,971	172,811
Car Scheme		58,414	10,465	68,879	67,554
Car Scheme Plus		3,186	55,000	58,186	165
Minibus		11,831	9,341	21,172	5,606
Housing Choice		-	22,030	22,030	25,647
Home Support		96,756	-	96,756	83,369
Staying Well		49,000	-	49,000	-
Warm & Well		5,250	3,264	8,514	-
Befriending		21,000	-	21,000	10,000
North Notts Support Partnership		15,000	-	15,000	-
GOGA (Get Out Get Active)		14,000	37,862	51,862	60,185
Covid Vaccine Transport Programme		-	-	-	61,908
PEPA (Positive Experiences in Physical Activity)		-	-	-	12,000
Mens Walk Talk		5,617	-	5,617	1,000
POV (Points of View)		11,750	-	11,750	-
Promoting Independence		35,406	5,333	40,739	-
Other income	4	15,167	-	15,167	9,300
Total		<u>421,550</u>	<u>228,267</u>	<u>649,817</u>	<u>519,690</u>
EXPENDITURE ON					
Charitable activities					
Bassetlaw Action Centre	5	45,112	69,131	114,243	116,776
Car Scheme		73,654	10,465	84,119	52,314
Car Scheme Plus		2,137	55,000	57,137	1,342
Minibus		12,460	9,341	21,801	4,977
Housing Choice		-	22,030	22,030	25,647
Home Support		96,756	-	96,756	73,000
Staying Well		17,169	-	17,169	31,831
Warm & Well		5,250	3,264	8,514	-
Other		-	-	-	-
Befriending		21,000	-	21,000	10,000
North Notts Support Partnership		15,000	-	15,000	-
GOGA (Get Out Get Active)		23,094	37,862	60,956	51,091
Covid Vaccine Transport Programme		-	-	-	61,908
PEPA (Positive Experiences in Physical Activity)		6,000	-	6,000	6,000
Mens Walk Talk		4,617	-	4,617	2,000
POV (Points of View)		11,750	-	11,750	-
Promoting Independence		35,406	5,333	40,739	-
Other	8	4,454	14,651	19,105	-
Total		<u>373,859</u>	<u>227,077</u>	<u>600,936</u>	<u>436,886</u>

The notes form part of these financial statements

BASSETLAW ACTION CENTRE

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

	Notes	Unrestricted funds £	Restricted fund £	2023 Total funds £	2022 Total funds £
NET INCOME		47,691	1,190	48,881	82,804
RECONCILIATION OF FUNDS					
Total funds brought forward		387,668	267,685	655,353	572,549
TOTAL FUNDS CARRIED FORWARD		<u>435,359</u>	<u>268,875</u>	<u>704,234</u>	<u>655,353</u>

The notes form part of these financial statements

BASSETLAW ACTION CENTRE

BALANCE SHEET 31 MARCH 2023

	Notes	Unrestricted funds £	Restricted fund £	2023 Total funds £	2022 Total funds £
FIXED ASSETS					
Tangible assets	12	7,053	212,375	219,428	213,848
CURRENT ASSETS					
Debtors	13	33,946	5,333	39,279	14,318
Cash at bank and in hand		434,869	81,149	516,018	645,298
		<u>468,815</u>	<u>86,482</u>	<u>555,297</u>	<u>659,616</u>
CREDITORS					
Amounts falling due within one year	14	(40,510)	(29,981)	(70,491)	(218,111)
		<u>428,305</u>	<u>56,501</u>	<u>484,806</u>	<u>441,505</u>
NET CURRENT ASSETS					
		<u>428,305</u>	<u>56,501</u>	<u>484,806</u>	<u>441,505</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>435,358</u>	<u>268,876</u>	<u>704,234</u>	<u>655,353</u>
NET ASSETS		<u>435,358</u>	<u>268,876</u>	<u>704,234</u>	<u>655,353</u>
FUNDS	15				
Unrestricted funds				435,358	387,668
Restricted funds				268,876	267,685
TOTAL FUNDS				<u>704,234</u>	<u>655,353</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

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

The notes form part of these financial statements

BASSETLAW ACTION CENTRE

BALANCE SHEET - continued
31 MARCH 2023

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 12 September 2023 and were signed on its behalf by:

A handwritten signature in blue ink, appearing to be 'A A D Tromans', written in a cursive style.

A A D Tromans - Trustee

The notes form part of these financial statements

BASSETLAW ACTION CENTRE

CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2023

	Notes	2023 £	2022 £
Cash flows from operating activities			
Cash generated from operations	1	(95,254)	279,880
Net cash (used in)/provided by operating activities		(95,254)	279,880
Cash flows from investing activities			
Purchase of tangible fixed assets		(53,143)	(19,888)
Sale of tangible fixed assets		1,006	-
Revaluation of freehold property		18,111	-
Net cash used in investing activities		(34,026)	(19,888)
Change in cash and cash equivalents in the reporting period		(129,280)	259,992
Cash and cash equivalents at the beginning of the reporting period		645,298	385,306
Cash and cash equivalents at the end of the reporting period		516,018	645,298

The notes form part of these financial statements

BASSETLAW ACTION CENTRE

**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	2023 £	2022 £
Net income for the reporting period (as per the Statement of Financial Activities)	48,881	82,804
Adjustments for:		
Depreciation charges	27,452	22,993
Loss on disposal of fixed assets	994	-
(Increase)/decrease in debtors	(24,961)	114,405
(Decrease)/increase in creditors	(147,620)	59,678
Net cash (used in)/provided by operations	<u>(95,254)</u>	<u>279,880</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.22 £	Cash flow £	At 31.3.23 £
Net cash			
Cash at bank and in hand	645,298	(129,280)	516,018
	<u>645,298</u>	<u>(129,280)</u>	<u>516,018</u>
Total	<u>645,298</u>	<u>(129,280)</u>	<u>516,018</u>

The notes form part of these financial statements

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

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, as modified by the revaluation of certain assets.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

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.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 20% on cost
Motor vehicles	- 20% on cost
Computer equipment	- 33% on cost

The property is shown at its latest valuation, undertaken in December 2022 and provided by an independent property professional. The trustees undertake to have the property revalued by an independent professional every 3 years.

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.

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 trustees report.

Pension costs and other post-retirement benefits

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

Donated goods

Donated goods have been included in the accounts at market value.

BASSETLAW ACTION CENTRE

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

2. DONATIONS AND LEGACIES

	2023 £	2022 £
Gifts	1,174	355
Donated assets	-	9,790
	<u>1,174</u>	<u>10,145</u>

3. INCOME FROM CHARITABLE ACTIVITIES

	Bassetlaw Action Centre £	Car Scheme £	Car Scheme Plus £	Minibus £
Charitable activities income	61,401	40,689	3,186	4,890
CJRS income	-	-	-	-
Grant aid and contracts	101,570	28,190	55,000	16,282
	<u>162,971</u>	<u>68,879</u>	<u>58,186</u>	<u>21,172</u>
	Housing Choice £	Home Support £	Staying Well £	Warm & Well £
Charitable activities income	-	96,756	-	-
CJRS income	-	-	-	-
Grant aid and contracts	22,030	-	49,000	8,514
	<u>22,030</u>	<u>96,756</u>	<u>49,000</u>	<u>8,514</u>
	Befriending £	North Notts Support Partnership £	GOGA (Get Out Get Active) £	Mens Walk Talk £
Charitable activities income	-	-	-	-
CJRS income	-	-	-	-
Grant aid and contracts	21,000	15,000	51,862	5,617
	<u>21,000</u>	<u>15,000</u>	<u>51,862</u>	<u>5,617</u>
	POV (Points of View) £	Promoting Independence £	2023 Total activities £	2022 Total activities £
Charitable activities income	-	5,333	212,255	200,672
CJRS income	-	-	-	282
Grant aid and contracts	11,750	35,406	421,221	299,291
	<u>11,750</u>	<u>40,739</u>	<u>633,476</u>	<u>500,245</u>

BASSETLAW ACTION CENTRE

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

4. OTHER INCOME

	2023 £	2022 £
Bank interest received	2,852	407
Rental income	12,315	8,893
	<u>15,167</u>	<u>9,300</u>

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 6) £	Support costs (see note 7) £	Totals £
Bassetlaw Action Centre	102,033	12,210	114,243
Car Scheme	84,043	76	84,119
Car Scheme Plus	57,137	-	57,137
Minibus	21,799	2	21,801
Housing Choice	22,030	-	22,030
Home Support	96,218	538	96,756
Staying Well	17,169	-	17,169
Warm & Well	8,514	-	8,514
Befriending	21,000	-	21,000
North Notts Support Partnership	15,000	-	15,000
GOGA (Get Out Get Active)	60,918	38	60,956
PEPA (Positive Experiences in Physical Activity)	6,000	-	6,000
Mens Walk Talk	4,617	-	4,617
POV (Points of View)	11,750	-	11,750
Promoting Independance	40,739	-	40,739
	<u>568,967</u>	<u>12,864</u>	<u>581,831</u>

6. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2023 £	2022 £
Staff costs	419,184	300,731
Premises costs	11,887	5,508
Insurance	2,353	2,018
Light and heat	4,261	2,289
Telephone	4,907	5,038
Printing, postage & stationery	9,962	1,957
Advertising	7,620	3,566
Sundries	8,287	7,008
Refreshments	5,274	511
Motor and travel costs	21,711	13,148
Driver costs	11,071	16,237
Covid vaccine transport	-	38,078
Volunteer shopping expenses	2,996	-
Training	3,257	4,761
Personal protective equipment	641	514
Warm packs	28,104	-
Carried forward	541,515	401,364

BASSETLAW ACTION CENTRE

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

6. DIRECT COSTS OF CHARITABLE ACTIVITIES - continued

	2023 £	2022 £
Brought forward	541,515	401,364
Depreciation	27,452	22,993
	<u>568,967</u>	<u>424,357</u>

7. SUPPORT COSTS

	Finance £	Information technology £	Governance costs £	Totals £
Bassetlaw Action Centre	2,086	4,205	5,919	12,210
Car Scheme	-	-	76	76
Minibus	2	-	-	2
Home Support	6	-	532	538
GOGA (Get Out Get Active)	-	-	38	38
	<u>2,094</u>	<u>4,205</u>	<u>6,565</u>	<u>12,864</u>

8. OTHER

	2023 £	2022 £
Loss on sale of assets	994	-
Impairment losses	18,111	-
	<u>19,105</u>	<u>-</u>

9. NET INCOME/(EXPENDITURE)

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

	2023 £	2022 £
Depreciation - owned assets	27,452	22,993
Deficit on disposal of fixed assets	994	-
	<u>28,446</u>	<u>22,993</u>

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Trustees' expenses

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

BASSETLAW ACTION CENTRE

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

11. STAFF COSTS

	2023 £	2022 £
Wages and salaries	373,031	270,110
Social security costs	21,468	12,870
Other pension costs	24,685	17,751
	<u>419,184</u>	<u>300,731</u>

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

	2023	2022
Employees	<u>26</u>	<u>23</u>

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

12. TANGIBLE FIXED ASSETS

	Freehold property £	Property improvements £	Fixtures and fittings £
COST OR VALUATION			
At 1 April 2022	262,094	12,886	20,037
Additions	-	-	6,272
Disposals	-	-	-
Revaluations	(18,111)	-	-
	<u>243,983</u>	<u>12,886</u>	<u>26,309</u>
At 31 March 2023	243,983	12,886	26,309
DEPRECIATION			
At 1 April 2022	78,983	12,886	9,240
Charge for year	-	-	5,491
Eliminated on disposal	-	-	-
	<u>78,983</u>	<u>12,886</u>	<u>14,731</u>
At 31 March 2023	78,983	12,886	14,731
NET BOOK VALUE			
At 31 March 2023	<u>165,000</u>	<u>-</u>	<u>11,578</u>
At 31 March 2022	<u>183,111</u>	<u>-</u>	<u>10,797</u>

BASSETLAW ACTION CENTRE

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

12. TANGIBLE FIXED ASSETS - continued

	Motor vehicles £	Computer equipment £	Totals £
COST OR VALUATION			
At 1 April 2022	108,616	37,120	440,753
Additions	42,362	4,509	53,143
Disposals	(22,000)	-	(22,000)
Revaluations	-	-	(18,111)
At 31 March 2023	128,978	41,629	453,785
DEPRECIATION			
At 1 April 2022	104,070	21,726	226,905
Charge for year	8,609	13,352	27,452
Eliminated on disposal	(20,000)	-	(20,000)
At 31 March 2023	92,679	35,078	234,357
NET BOOK VALUE			
At 31 March 2023	36,299	6,551	219,428
At 31 March 2022	4,546	15,394	213,848

The carrying amount of freehold property that would have been recognised had the asset been carried under the normal cost value would have been a net book value of £199,111. The revaluation was carried out in December 2022 by an independent valuer.

During the year the old MPV was made available for sale to all staff at market value. L Tupling subsequently purchased the vehicle.

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Trade debtors	32,699	8,245
Prepayments	6,580	6,073
	39,279	14,318

BASSETLAW ACTION CENTRE

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

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Trade creditors	845	7,257
Deferred income	66,766	208,214
Accrued expenses	2,880	2,640
	<u>70,491</u>	<u>218,111</u>

Deferred income is grants received at the year end which relate to expenditure incurred post year end.

15. MOVEMENT IN FUNDS

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
Unrestricted funds				
Non-Designated Funds	324,668	47,690	(44,000)	328,358
Designated Funds	63,000	-	44,000	107,000
	<u>387,668</u>	<u>47,690</u>	<u>-</u>	<u>435,358</u>
Restricted funds				
Restricted fund	267,685	1,191	-	268,876
	<u>267,685</u>	<u>1,191</u>	<u>-</u>	<u>268,876</u>
TOTAL FUNDS	<u>655,353</u>	<u>48,881</u>	<u>-</u>	<u>704,234</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Non-Designated Funds	421,549	(373,859)	47,690
Restricted funds			
Restricted fund	228,268	(227,077)	1,191
	<u>228,268</u>	<u>(227,077)</u>	<u>1,191</u>
TOTAL FUNDS	<u>649,817</u>	<u>(600,936)</u>	<u>48,881</u>

BASSETLAW ACTION CENTRE

**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 £
Unrestricted funds				
Non-Designated Funds	218,823	80,845	25,000	324,668
Designated Funds	88,000	-	(25,000)	63,000
	<u>306,823</u>	<u>80,845</u>	<u>-</u>	<u>387,668</u>
Restricted funds				
Restricted fund	265,726	1,959	-	267,685
	<u>572,549</u>	<u>82,804</u>	<u>-</u>	<u>655,353</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Non-Designated Funds	300,422	(219,577)	80,845
Restricted funds			
Restricted fund	219,268	(217,309)	1,959
	<u>519,690</u>	<u>(436,886)</u>	<u>82,804</u>

16. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2023.

BASSETLAW ACTION CENTRE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2023

	2023 £	2022 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Gifts	1,174	355
Donated assets	-	9,790
	1,174	10,145
Charitable activities		
Charitable activities income	212,255	200,672
CJRS income	-	282
Grant aid and contracts	421,221	299,291
	633,476	500,245
Other income		
Bank interest received	2,852	407
Rental income	12,315	8,893
	15,167	9,300
Total incoming resources	649,817	519,690
EXPENDITURE		
Charitable activities		
Wages	373,031	270,110
Social security	21,468	12,870
Pensions	24,685	17,751
Premises costs	11,887	5,508
Insurance	2,353	2,018
Light and heat	4,261	2,289
Telephone	4,907	5,038
Printing, postage & stationery	9,962	1,957
Advertising	7,620	3,566
Sundries	8,287	7,008
Refreshments	5,274	511
Motor and travel costs	21,711	13,148
Driver costs	11,071	16,237
Covid vaccine transport	-	38,078
Volunteer shopping expenses	2,996	-
Training	3,257	4,761
Personal protective equipment	641	514
Warm packs	28,104	-
Fixtures and fittings	5,491	5,009
Motor vehicles depreciation	8,609	6,135
Computer equipment depr	13,352	11,849
	568,967	424,357

This page does not form part of the statutory financial statements

BASSETLAW ACTION CENTRE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2023

	2023 £	2022 £
Charitable activities		
Other		
Loss on sale of tangible fixed assets	994	-
Impairment losses for tangible fixed assets	18,111	-
	<u>19,105</u>	<u>-</u>
Support costs		
Finance		
Bank charges	2,094	2,178
Information technology		
Repairs and renewals	4,205	5,821
Governance costs		
Independent examination	3,360	2,760
Accounting software fees	1,529	1,090
Legal fees	1,676	680
	<u>6,565</u>	<u>4,530</u>
Total resources expended	<u>600,936</u>	<u>436,886</u>
Net income	<u><u>48,881</u></u>	<u><u>82,804</u></u>

This page does not form part of the statutory financial statements

Accounts

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022
FOR
BASSETLAW ACTION CENTRE
(A COMPANY LIMITED BY GUARANTEE)**



BASSETLAW ACTION CENTRE

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BASSETLAW ACTION CENTRE
REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 MARCH 2022

TRUSTEES	M E Browne J Caley D M Colton D Liggins M Storey A A D Tromans N L Chavaudra (resigned 6.9.2021) J E Coyne S J F Lamb (appointed 24.3.2022)
COMPANY SECRETARY	D M Colton
REGISTERED OFFICE	The Warehouse Canal Steet RETFORD DN22 6EZ
REGISTERED COMPANY NUMBER	05177066 (England and Wales)
REGISTERED CHARITY NUMBER	1106908
INDEPENDENT EXAMINER	Glover & Co Chartered Accountants 13/15 Netherhall Road DONCASTER DN1 2PH
BANKERS	Unity Trust plc Four Brindley Place BIRMINGHAM B1 2JB

The day to day management of the charity is carried out by the Senior Manager Mrs L Tupling.

BASSETLAW ACTION CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

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 2022. 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

In 2019 we set up a strategic subgroup to review and refresh our business plan. Our five year plan (2019-2024) was agreed and adopted by board and was drawn together to illustrate the strengths of our organisation, to assess the resources we have, to recognise where our organisation is at the moment and where we are aiming to be in the future. We accept this is a living document that will change over time but have captured our plans and vision for the next five years of our development.

In this process we have identified that the Bassetlaw Action Centre is a significant operator in the voluntary sector in Bassetlaw with approximately 100 staff and volunteers (combined). Each staff and volunteer being fully DBS checked and competent in delivering a quality service to older and vulnerable people throughout Bassetlaw.

We offer a range of services through our own projects and through the strong partnerships and signposting arrangements that we have developed which allows us to provide a holistic approach to the clients we serve. Our partners include voluntary and statutory sector organisations and we continue to nurture the relationship with our partners to ensure that a quality service is delivered.

The process of developing our business plan has allowed us to critically analyse our organisation, acknowledging our strengths and achievements whilst recognising our threats and opportunities. Our committed and dedicated team of staff and volunteers are undoubtedly our most valuable resource - without which we could not perform as an organisation.

Our opportunities for the future include the collaboration with other voluntary sector providers, expansion into new areas, consolidating our services and developing more paid-for services which will allow us to provide additional services without the reliance on traditional grant aid.

There are challenges ahead; in particular, the changing demographics of older people means that undoubtedly there will be greater demand for our services. Traditional forms of grant aid are being replaced with competitive tenders and contracts which puts greater pressure on achieving the core costs of the organisation. This additional demand for our service has been challenged further by the unprecedented cuts in funding to the sector as a whole.

We do recognise that we have to remain focussed in what we do, yet willing to adapt and change to meet the demands of the future. As our staff and volunteers are our greatest asset, we need to ensure that we support them, train them, manage them, and steer them through the challenges ahead whilst ensuring that our customer focussed approach is always at the forefront of our organisation.

Our vision for the next five years is one of continued development to ensure that Bassetlaw Action Centre continues to be the quality service delivery organisation that it is today.

We acknowledge that Bassetlaw Action Centre had previously seen a year on year growth for over fifteen years which couldn't be sustained indefinitely and a downturn in income followed which resulted in a service redesign and restructure. More recently, and in particular over the past couple of years we have significantly strengthened our organisation and the rise in turnover demonstrates this. Our plans for the next five years include exploring additional fundraising activities as we move away from dependency on traditional grant aid and to continue to find efficiencies wherever possible.

Our challenge when reviewing our strategic plan was to identify and agree on some strategic objectives which will be overseen and tracked by our Strategic Planning Board Subgroup in addition to ensuring the plan is in line with the evolving external context. These objectives are:

1. To ensure that the organisation adopts a balanced budget and maintains necessary levels of turnover.
2. To increase income through paid for services.
3. To increase the volunteer base.
4. To seek and pursue new opportunities to develop complementary services within the aims and objectives of the organisation.
5. To strengthen and extend our existing offer.
6. To ensure that we identify and proactively manage risks and emerging threats.

Public benefit

The services offered by the Bassetlaw Action Centre are aimed at improving the skills, knowledge, health and well being of older and vulnerable people within the Bassetlaw community and to promote independent living for longer. The trustees have had regard to Charities Commission guidance on public benefit.

BASSETLAW ACTION CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The services offered by the Bassetlaw Action Centre were adjusted during the year to ensure Covid compliance was achieved and safe working practices continued. The services fall under several main project headings as follows:

Bassetlaw Self Help - aims to provide organisations and individuals with the knowledge and information to ensure appropriate practical support is available, and involves the production of a Self Help directory, wall chart and database, which to date encompasses well over 150 groups/organisations. Copies of the Self Help directory and wall chart are produced and circulated electronically, free of charge to all voluntary, statutory and community organisations, and in addition to this a free photocopying service is provided. The Self Help Co-ordinator will also assist groups within the district to set up a 'Self-Help' group, with the provision of guidance on Constitutions and other legal aspects. This area of work has significantly reduced during Covid as many of the groups have ceased meeting.

Staying Well Programme/Expert Patients - This is a six-week self-management programme for people living with a long term condition. A number of virtual courses have been delivered throughout Bassetlaw during the year, and we have returned to offering face to face courses. The programme is designed to empower individuals to better manage their long term condition; and to date has been very well received by other people with long term health conditions. In addition, participants are signposted to health intervention services where appropriate.

Share a Ride - this is part of the core work of the Bassetlaw Action Centre. This initiative is aimed at the general public, and raises the awareness of the availability of 'sharing your car' with other individuals for primarily transport to work. The scheme has maintained links with commercial organisations in the locality participating in the scheme. There was no development of this service again in the year.

Get Out Get Active (GOGA) - encourages participation in sport and activity between able bodied people and people with disabilities. A number of new initiatives were developed in the year including a walking tennis group, one to one walking sessions including Men Walk Talk, Women Walk Talk and Stay Pawsitive and links were made with a number of local sports clubs and activities.

Community Car Scheme - offers a transport service for those individuals who for a variety of reasons (mobility/rurality etc.) cannot utilise public transport methods. Cars are available to individuals for hospital appointments, dental appointments, hairdressing appointments etc., to name just a few. Individuals using the service are expected to pay an annual registration fee, and a booking fee to assist with the running costs of the scheme, clients also pay a mileage rate to contribute to volunteer expenses. Partnership working arrangements are well established now with a number of organisations including, Nottinghamshire County Council, Bassetlaw CCG and Nottinghamshire Healthcare Trust. The scheme has been predominantly used for health appointments including for taking people for flu and Covid vaccines as well as providing an essential shopping service for those who were shielding or isolating.

Car Scheme Plus - operates in a similar way to the Community Car Scheme above but is designed for service users with limited mobility who would be unable to access a non-adapted volunteer's car. The Car Scheme Plus vehicle is fully wheelchair accessible and also accommodates a mobility scooter. In addition, the Car Scheme Plus vehicle is fitted with a Turney seat for passengers to have assisted access into the vehicle. Journeys in the Car Scheme Plus are quoted on an individual basis. The existing Car Scheme Plus vehicle is 9 years old and opportunities to replace the vehicle with a fully electric vehicle are being pursued. A fully electric vehicle will enable the costs of operating the service to be in line with the Community Car Scheme therefore no disproportionate charges will apply to people with disabilities in need of a wheelchair accessible vehicle. In addition, operating a fully electric vehicle will significantly reduce emissions and therefore support the green agenda.

Community Minibus - Bassetlaw consists of some 250 square miles, two thirds of which is very rural and isolated, and as a result of reductions in national transport arrangements (buses in particular), a community minibus is beneficial to the Bassetlaw community. The community minibus can be hired with a driver by community groups for a variety of social, health and business activities, and in addition the Bassetlaw Action Centre offers day trips to shopping centres, the coast, and other interesting sightseeing trips. The project is becoming well established and interest continues to grow, with a wider variety of groups utilising this service. We secured some funding from NCC to offer free lunch clubs to reduce loneliness amongst our older population. The charity has a designated Minibus replacement fund which will be utilised in due course to replace the existing vehicle. At that time consideration will be given to replacing with an electric vehicle in line with reducing running costs and vehicle emissions. A further £22,000 has been designated into the Minibus replacement fund in the year.

BASSETLAW ACTION CENTRE

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

Additional volunteer befrienders have been recruited, with limited face to face befriending taking place. We also introduced a menu of befriending options to complement the traditional face to face service and include: telephone befriending, group befriending, WhatsApp befriending and peer to peer befriending.

The Home Support Service is currently available across the community offering a range of domestic services from general cleaning, shopping and a sitting service. The service is open to all residents in Bassetlaw who need some additional support to help them remain independent at home. This is a chargeable service and can be offered as a long term or ad-hoc arrangement.

The Keeping Warm and Well Campaign in conjunction with other statutory organisations i.e. Fire Services, Nottinghamshire County Council and Bassetlaw CCG, involves the allocation of information packages for sustainable warmth, allocation of radiators to those in need of heating amongst other activities, to reduce excessive winter deaths in older people. In addition, our energy advisor assists with tariff switching and energy advice.

NNSP - The North Nottinghamshire Support Partnership is a multi-agency advice and support network for adults in Bassetlaw through a single point of access. NNSP works by enabling people to access a wide range of services through a single point of access. The simple checklist helps to identify the support, information and advice a client might benefit from. Completed checklists generate referrals to partner agencies prompting them to contact the customer with the support, information and advice required. Partner agencies have 28 days to do so as part of the NNSP partnership agreement. This service is also currently under review.

A range of other services and facilities are available for individuals and organisations, including advice on funding sources and applications, provision of low cost space and meeting rooms, low cost photocopying and administration services, and training on basic skills and introductory Information Technology which is delivered in small friendly groups in partnership with the Workers Educational Association - East Midlands District.

The six objectives identified in the five-year business plan (2019-2024) are monitored and measured by the Strategic Subgroup on an annual basis and include the findings in the annual report.

1. To ensure that the organisation adopts a balanced budget and maintains necessary levels of turnover.
- Achieved. Despite the loss of earned income due to the Coronavirus pandemic, the financial position at the end of March 2022 is very favourable and a balanced budget for the year ending 31st March 2023 has been approved.
2. To increase income through paid for services.
- Achieved. Income from paid for services was down the previous year due to the pandemic but are now showing good recovery.
3. To increase the volunteer base.
- Not achieved. We maintained a status quo with volunteer numbers with several volunteers still not active as a result of the Covid pandemic.
4. To seek and pursue new opportunities to develop complementary services within the aims and objectives of the organisation.
- Achieved. Secured funding for the Retford and Villages Primary Care Network to host a second Health and Wellbeing Coach. Also secured funding to deliver the PEPA programme and to employ two volunteer recruitment administrators to work across the Bassetlaw Delivery Partnership.
5. To strengthen and extend our existing offer.
- We have successfully negotiated with Bassetlaw CCG to develop and deliver dedicated Long Covid staying well programmes. We have also agreed to pilot a new supported discharge service with a follow up telephone call on discharge to vulnerable clients to reduce the likelihood of readmission.
6. To ensure that we identify and proactively manage risks and emerging threats.
- We have proactively managed the impact of Covid 19 on the organisation through a range of measures which we continue to observe to ensure we protect our colleagues and clients in the best way possible.

The RAG rating in the strategic plan is reviewed annually and clearly demonstrates the direction of travel. This together with the very favourable financial position at the year-end puts the organisation in a strong position to continue its valuable work in the future.

BASSETLAW ACTION CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

FINANCIAL REVIEW

Financial position

The target for income generation was met, and expenditure has been contained within the parameters set by the Trustees. The Trustees consider the financial results to be very satisfactory and funding for the next twelve-month period has been secured for all existing provision.

The Covid pandemic has had a significant effect on the organisation, the staff, the clients, the services and the volunteer base and in particular the earned income which is yet to return to pre-pandemic levels. The successful tender to provide support for the Covid vaccination roll-out during the pandemic together with the securing of funding to provide an essential shopping service, and a number of other opportunities, resulted in additional income, which improved our financial position over the last two years. Opportunities to increase income streams and minimise expenditure wherever possible has resulted in a surplus of funds at year end.

The Bassetlaw Action Centre has an approved balance budget for the year ending 31st March 2023, however the financial position in the following year is likely to produce a significant deficit. It is the intention of the board to continue to deliver the essential services of the organisation wherever possible and the reserves have been earmarked and will be utilised to enable the charity to continue to meet its charitable aims and objectives. However, the charity will still pursue funding opportunities for the continuation and expansion of services over the next eighteen months and will maximise on income generation to offset the predicted downturn in expected income.

Principal funding sources

The principal funding sources over the past twelve months for the Charity have been: -

- Bassetlaw Self Help, Expert Patients Programme 'Staying Well', Stroke Information Service - Funded by Bassetlaw CCG.
- Share a Ride - Funded by Bassetlaw Action Centre.
- Community Car Scheme - Funded by Nottinghamshire County Council and Bassetlaw CCG.
- Car Scheme Plus - Funded by Nottinghamshire County Council.
- Community Minibus - Funded by Nottinghamshire County Council.
- Keeping Warm and Well - Funded by Big Energy Saving Network (BESN)
- NNSP - North Notts Support Partnership - Funded by Bassetlaw District Council
- Housing - Funded by Lloyds Bank Foundation and Elderly Advice Council.
- GOGA - Funded by Active Partners Trust and the Activity Alliance.
- PEPA - Funded by Active Partners Trust
- Health Coaches - Funded by Retford and Villages PCN

Investment policy and objectives

The Trustees within the terms of the Memorandum and Articles of Association have the power to invest all funds not immediately required by the charity, and as such have set out procedures to do this in the longer term.

BASSETLAW ACTION CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

FINANCIAL REVIEW

Reserves policy

Reserves policy

The total funds held at the year-end are £655,353.

£267,685 is restricted and £387,668 is unrestricted.

£189,285 of the restricted funds is tied up in fixed assets so would only be realised upon disposal.

£24,563 of unrestricted funds also relates to fixed assets.

The unrestricted funds available after taking into consideration the fixed assets is £363,105.

The available funding required to cover amounts identified by the trustees is as follows: -

£

Funding retained to cover the financial risk assessment	68,546
Funding needed to operate for a minimum of three months	108,000

176,546

Any funds held over and above these amounts will continue to be utilised to carry the cost of developmental activities and furtherance of the aims and objectives of the Charity.

Designated Funds:

The Charity has designated a minibus replacement fund of £85,000. The timing of this expenditure will be as stated when the current minibus requires replacing. No replacement fund is required for the MPV as a new MPV is being gifted to the charity during the current year.

There are sufficient funds in place to cover necessary costs.

FUTURE PLANS

Bassetlaw Action Centre, in conjunction with partners, will continue to identify funding and resources to develop the services as identified previously in this report to enable vulnerable, elderly, frail and socially isolated people to access services and activities throughout the Bassetlaw Area.

Bassetlaw Action Centre also plans to expand income generation through their Home Support Service, transport services and room hire and to secure additional external funding to continue to meet the needs of the charity and the local community.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity (which was established in February 1996) is a private Company Limited by Guarantee and was incorporated on 12th June 2004. It is governed by a Memorandum of Association, which sets out the powers of the charitable company, and is governed under its Articles of Association.

Recruitment and appointment of new trustees

The Directors of the Company are also Trustees for the purpose of Charity law.

From time to time the existing Trustees need to review the skills, experience and knowledge of the Trustee members, and new Trustees may need to be appointed.

The procedures to do this are:

- Identification by Members of the Board of Trustees of suitable candidates (ie their skills, experience, knowledge of the work and local community issues) via networks, and network organisations.
- Senior Manager discusses the vacancy opportunity with potential candidates and outlines the nature of the business.
- Interested candidates are invited to meet existing Members of the Board of Trustees at a Trustee meeting.
- Job description/roles and responsibilities are discussed and agreed, and subject to agreement by existing Trustees, interested candidates are invited to join the Bassetlaw Action Centre board.

BASSETLAW ACTION CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

In December each year the Strategic Subgroup undertakes a pay review for all staff and makes recommendation to board for implementation from April. In 2021 a market review was undertaken to benchmark and compare the pay of key management personnel to ensure that the organisation was providing a pay scale attractive enough to ensure the right calibre of people were engaged in the organisation and that key management personnel were paid comparable to other similar organisations in the UK.

Induction and training of new trustees

New Trustees are encouraged to meet with the Senior Manager to enable familiarisation with the charity and the complexity of the working environment and client needs, to gain an understanding of the current financial position and funding arrangements, staffing and other resources, and the future plans and objectives of the charity.

New Trustees are encouraged to visit the Charity Commission website, where documents outlining Trustee responsibilities, charity law and other issues are available.

Related parties

There are no Directors or Trustees related party issues.

Risk management

The Trustees operate a risk management approach to the charity's business and the process involves:

- Setting out objectives/targets to be achieved annually.
- Setting out an annual budget.
- Delegating authority to ensure objectives and targets are achieved.
- Undertaking an annual Financial Risk Assessment

In addition, the Trustees have also set out and implemented policies and procedures to cover quality assurance, equal opportunities, health and safety, environmental issues and recycling, IT data and financial policies covering investment, reserves and limits of authority for expenditure.

These policies are reviewed annually, and monitoring takes place to measure the impact of the implementation of these policies the results of which are used to improve the quality and effectiveness of staff and the services by the charity.

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 12 September 2022 and signed on its behalf by:



D M Colton - Secretary

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BASSETLAW ACTION CENTRE**

Independent examiner's report to the trustees of Bassetlaw Action Centre ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

Responsibilities and basis of report

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

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

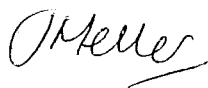
Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Institute of Chartered Accountants in England and Wales 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:

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

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



Mrs Jane Mellor FCA
Institute of Chartered Accountants in England and Wales
Glover & Co
Chartered Accountants
13/15 Netherhall Road
DONCASTER
DN1 2PH

12 September 2022

BASSETLAW ACTION CENTRE

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted funds £	Restricted fund £	2022 Total funds £	2021 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	356	9,790	10,146	1,025
Charitable activities					
Bassetlaw Action Centre		165,203	16,500	181,703	150,275
Car Scheme		47,008	20,546	67,554	87,637
Car Scheme Plus		165	-	165	128
Minibus		5,606	-	5,606	-
Housing Choice		-	25,647	25,647	25,000
Home Support		51,369	32,000	83,369	46,930
Stroke Service		-	-	-	26,864
Staying Well		-	-	-	20,894
Self Help		-	-	-	10,000
Social Prescribing/ Befriending		-	10,000	10,000	18,120
North Notts Support Partnership		-	-	-	15,000
GOGA (Get Out Get Active)		11,900	48,285	60,185	61,653
Covid Vaccine Transport Programme		18,408	43,500	61,908	32,939
PEPA (Positive Experiences in Physical Activity)		-	12,000	12,000	-
Mens Walk Talk		-	1,000	1,000	-
Other income	4	407	-	407	10,946
Total		300,422	219,268	519,690	507,411
EXPENDITURE ON					
Charitable activities					
	5				
Bassetlaw Action Centre		90,276	26,500	116,776	35,164
Car Scheme		31,768	20,546	52,314	93,183
Car Scheme Plus		1,342	-	1,342	-
Minibus		4,977	-	4,977	-
Housing Choice		-	25,647	25,647	27,025
Home Support		41,000	32,000	73,000	46,930
Stroke Service		-	-	-	26,864
Staying Well		29,000	2,831	31,831	20,894
Self Help		-	-	-	10,000
Other		-	-	-	-
Social Prescribing/ Befriending		-	10,000	10,000	18,120
North Notts Support Partnership		-	-	-	15,000
GOGA (Get Out Get Active)		2,806	48,285	51,091	61,653
Covid Vaccine Transport Programme		18,408	43,500	61,908	62,939
PEPA (Positive Experiences in Physical Activity)		-	6,000	6,000	-
Mens Walk Talk		-	2,000	2,000	-
Total		219,577	217,309	436,886	417,772
NET INCOME		80,845	1,959	82,804	89,639
RECONCILIATION OF FUNDS					
Total funds brought forward		306,823	265,726	572,549	482,910

The notes form part of these financial statements

BASSETLAW ACTION CENTRE

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2022**

	Notes	Unrestricted funds £	Restricted fund £	2022 Total funds £	2021 Total funds £
TOTAL FUNDS CARRIED FORWARD		<u>387,668</u>	<u>267,685</u>	<u>655,353</u>	<u>572,549</u>

The notes form part of these financial statements

BASSETLAW ACTION CENTRE

BALANCE SHEET 31 MARCH 2022

	Notes	Unrestricted funds £	Restricted fund £	2022 Total funds £	2021 Total funds £
FIXED ASSETS					
Tangible assets	12	24,563	189,285	213,848	216,953
CURRENT ASSETS					
Debtors	13	10,365	3,953	14,318	128,723
Cash at bank and in hand		507,007	138,291	645,298	385,306
		<u>517,372</u>	<u>142,244</u>	<u>659,616</u>	<u>514,029</u>
CREDITORS					
Amounts falling due within one year	14	(154,267)	(63,844)	(218,111)	(158,433)
NET CURRENT ASSETS		<u>363,105</u>	<u>78,400</u>	<u>441,505</u>	<u>355,596</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>387,668</u>	<u>267,685</u>	<u>655,353</u>	<u>572,549</u>
NET ASSETS		<u>387,668</u>	<u>267,685</u>	<u>655,353</u>	<u>572,549</u>
FUNDS	15				
Unrestricted funds				387,668	306,823
Restricted funds				<u>267,685</u>	<u>265,726</u>
TOTAL FUNDS				<u>655,353</u>	<u>572,549</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

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

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

The financial statements were approved by the Board of Trustees and authorised for issue on 12 September 2022 and were signed on its behalf by:



M E Browne - Trustee

The notes form part of these financial statements

BASSETLAW ACTION CENTRE

CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2022

	Notes	2022 £	2021 £
Cash flows from operating activities			
Cash generated from operations	1	279,880	124,366
Net cash provided by operating activities		<u>279,880</u>	<u>124,366</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(19,888)	(41,838)
Net cash used in investing activities		<u>(19,888)</u>	<u>(41,838)</u>
Change in cash and cash equivalents in the reporting period		<u>259,992</u>	<u>82,528</u>
Cash and cash equivalents at the beginning of the reporting period		<u>385,306</u>	<u>302,778</u>
Cash and cash equivalents at the end of the reporting period		<u><u>645,298</u></u>	<u><u>385,306</u></u>

The notes form part of these financial statements

BASSETLAW ACTION CENTRE

**NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2022**

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

	2022 £	2021 £
Net income for the reporting period (as per the Statement of Financial Activities)	82,804	89,639
Adjustments for:		
Depreciation charges	22,993	28,648
Decrease/(increase) in debtors	114,405	(114,243)
Increase in creditors	59,678	120,322
Net cash provided by operations	<u>279,880</u>	<u>124,366</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.21 £	Cash flow £	At 31.3.22 £
Net cash			
Cash at bank and in hand	385,306	259,992	645,298
	<u>385,306</u>	<u>259,992</u>	<u>645,298</u>
Total	<u>385,306</u>	<u>259,992</u>	<u>645,298</u>

BASSETLAW ACTION CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

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, as modified by the revaluation of certain assets.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

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.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 20% on cost
Motor vehicles	- 20% on cost
Computer equipment	- 33% on cost

The property is shown at its latest valuation, undertaken in June 2019 and provided by an independent property professional. The trustees undertake to have the property revalued by an independent professional every 3 years.

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.

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 trustees report.

Pension costs and other post-retirement benefits

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

Donated goods

Donated goods have been included in the accounts at market value.

BASSETLAW ACTION CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2022

2. DONATIONS AND LEGACIES

	2022 £	2021 £
Gifts	356	1,025
Donated assets	9,790	-
	<u>10,146</u>	<u>1,025</u>

3. INCOME FROM CHARITABLE ACTIVITIES

	Bassetlaw Action Centre £	Car Scheme £	Car Scheme Plus £	Minibus £
Charitable activities income	58,612	45,369	165	3,641
CJRS income	282	-	-	-
Grant aid and contracts	122,809	22,185	-	1,965
	<u>181,703</u>	<u>67,554</u>	<u>165</u>	<u>5,606</u>
	Housing Choice £	Home Support £	Social Prescribing/ Befriending £	GOGA (Get Out Get Active) £
Charitable activities income	-	83,369	-	-
CJRS income	-	-	-	-
Grant aid and contracts	25,647	-	10,000	60,185
	<u>25,647</u>	<u>83,369</u>	<u>10,000</u>	<u>60,185</u>
	PEPA (Positive Experiences in Physical Activity) £	Mens Walk Talk £	Total activities £	Total activities £
Charitable activities income	18,408	-	209,564	121,569
CJRS income	-	-	282	25,176
Grant aid and contracts	43,500	1,000	299,291	348,695
	<u>61,908</u>	<u>1,000</u>	<u>509,137</u>	<u>495,440</u>

4. OTHER INCOME

	2022 £	2021 £
Bank interest received	407	389
Insurance claim	-	10,557
	<u>407</u>	<u>10,946</u>

BASSETLAW ACTION CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2022

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 6) £	Support costs (see note 7) £	Totals £
Bassetlaw Action Centre	104,807	11,969	116,776
Car Scheme	52,314	-	52,314
Car Scheme Plus	1,342	-	1,342
Minibus	4,977	-	4,977
Housing Choice	25,607	40	25,647
Home Support	72,520	480	73,000
Staying Well	31,831	-	31,831
Social Prescribing/ Befriending	10,000	-	10,000
GOGA (Get Out Get Active)	51,051	40	51,091
Covid Vaccine Transport Programme	61,908	-	61,908
PEPA (Positive Experiences in Physical Activity)	6,000	-	6,000
Mens Walk Talk	2,000	-	2,000
	<u>424,357</u>	<u>12,529</u>	<u>436,886</u>

6. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2022 £	2021 £
Staff costs	300,731	262,666
Premises costs	5,508	11,995
Insurance	2,018	1,704
Light and heat	2,289	2,846
Telephone	5,038	5,291
Printing, postage & stationery	1,957	6,808
Advertising	3,566	1,590
Sundries	7,008	6,606
Refreshments	511	2,091
Motor and travel costs	13,148	8,205
Driver costs	16,237	15,732
Covid vaccine transport	38,078	24,967
Volunteer shopping expenses	-	19,064
Training	4,761	3,006
Personal protective equipment	514	4,625
Depreciation	22,993	28,648
	<u>424,357</u>	<u>405,844</u>

BASSETLAW ACTION CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2022

7. SUPPORT COSTS

	Finance	Information technology	Governance costs	Totals
	£	£	£	£
Bassetlaw Action Centre	2,178	5,821	3,970	11,969
Housing Choice	-	-	40	40
Home Support	-	-	480	480
GOGA (Get Out Get Active)	-	-	40	40
	<u>2,178</u>	<u>5,821</u>	<u>4,530</u>	<u>12,529</u>

8. NET INCOME/(EXPENDITURE)

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

	2022	2021
	£	£
Depreciation - owned assets	<u>22,993</u>	<u>28,648</u>

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the year ended 31 March 2021.

10. STAFF COSTS

	2022	2021
	£	£
Wages and salaries	270,110	238,248
Social security costs	12,870	9,148
Other pension costs	17,751	15,270
	<u>300,731</u>	<u>262,666</u>

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

	2022	2021
	23	22
Employees	<u>23</u>	<u>22</u>

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

BASSETLAW ACTION CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022**

11. DONATED ASSETS

10 Ipad Pro's were donated to the charity by The Better Care Fund. They have been included in the accounts at market value and are shown within Donated Assets and Computer Equipment Additions.

12. TANGIBLE FIXED ASSETS

	Freehold property £	Short leasehold £	Fixtures and fittings £
COST OR VALUATION			
At 1 April 2021	256,634	12,886	16,923
Additions	5,460	-	3,114
Disposals	-	-	-
At 31 March 2022	262,094	12,886	20,037
DEPRECIATION			
At 1 April 2021	78,983	12,886	4,231
Charge for year	-	-	5,009
Eliminated on disposal	-	-	-
At 31 March 2022	78,983	12,886	9,240
NET BOOK VALUE			
At 31 March 2022	183,111	-	10,797
At 31 March 2021	177,651	-	12,692
	Motor vehicles £	Computer equipment £	Totals £
COST OR VALUATION			
At 1 April 2021	107,934	116,501	510,878
Additions	682	10,632	19,888
Disposals	-	(90,013)	(90,013)
At 31 March 2022	108,616	37,120	440,753
DEPRECIATION			
At 1 April 2021	97,935	99,890	293,925
Charge for year	6,135	11,849	22,993
Eliminated on disposal	-	(90,013)	(90,013)
At 31 March 2022	104,070	21,726	226,905
NET BOOK VALUE			
At 31 March 2022	4,546	15,394	213,848
At 31 March 2021	9,999	16,611	216,953

The carrying amount of freehold property that would have been recognised had the asset been carried under the normal cost value would have been a net book value of £199,111. The revaluation was carried out in June 2019 by an independent valuer.

BASSETLAW ACTION CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022**

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Trade debtors	8,245	108,424
Other debtors	-	4,000
Prepayments	6,073	16,299
	<u>14,318</u>	<u>128,723</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Trade creditors	7,257	29,784
Deferred income	208,214	126,129
Accrued expenses	2,640	2,520
	<u>218,111</u>	<u>158,433</u>

Deferred income is grants received at the year end which relate to expenditure incurred post year end.

15. MOVEMENT IN FUNDS

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
Non-Designated Funds	218,823	80,845	25,000	324,668
Designated Funds	88,000	-	(25,000)	63,000
	<u>306,823</u>	<u>80,845</u>	<u>-</u>	<u>387,668</u>
Restricted funds				
Restricted fund	265,726	1,959	-	267,685
	<u>572,549</u>	<u>82,804</u>	<u>-</u>	<u>655,353</u>
TOTAL FUNDS				

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Non-Designated Funds	300,422	(219,577)	80,845
Restricted funds			
Restricted fund	219,268	(217,309)	1,959
	<u>519,690</u>	<u>(436,886)</u>	<u>82,804</u>
TOTAL FUNDS			

BASSETLAW ACTION CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2022

15. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
Non-Designated Funds	191,673	27,150	218,823
Designated Funds	88,000	-	88,000
	<u>279,673</u>	<u>27,150</u>	<u>306,823</u>
Restricted funds			
Restricted fund	203,237	62,489	265,726
	<u>482,910</u>	<u>89,639</u>	<u>572,549</u>
TOTAL FUNDS			

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Non-Designated Funds	176,596	(149,446)	27,150
Restricted funds			
Restricted fund	330,815	(268,326)	62,489
	<u>507,411</u>	<u>(417,772)</u>	<u>89,639</u>
TOTAL FUNDS			

The designated MPV funds of £25,000 are no longer required due to a new MPV being donated to the charity in the current year.

16. RELATED PARTY DISCLOSURES

David Liggins, a trustee, is utilising some of the services provided by Bassetlaw Action Centre. These services are paid for at full market rate.

Except for the above, there were no related party transactions for the year ended 31 March 2022.

BASSETLAW ACTION CENTRE

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

	2022 £	2021 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Gifts	356	1,025
Donated assets	9,790	-
	10,146	1,025
Charitable activities		
Charitable activities income	209,564	121,569
CJRS income	282	25,176
Grant aid and contracts	299,291	348,695
	509,137	495,440
Other income		
Bank interest received	407	389
Insurance claim	-	10,557
	407	10,946
Total incoming resources	519,690	507,411
EXPENDITURE		
Charitable activities		
Wages	270,110	238,248
Social security	12,870	9,148
Pensions	17,751	15,270
Premises costs	5,508	11,995
Insurance	2,018	1,704
Light and heat	2,289	2,846
Telephone	5,038	5,291
Printing, postage & stationery	1,957	6,808
Advertising	3,566	1,590
Sundries	7,008	6,606
Refreshments	511	2,091
Motor and travel costs	13,148	8,205
Driver costs	16,237	15,732
Covid vaccine transport	38,078	24,967
Volunteer shopping expenses	-	19,064
Training	4,761	3,006
Personal protective equipment	514	4,625
Fixtures and fittings	5,009	4,231
Motor vehicles depreciation	6,135	15,587
Computer equipment depr	11,849	8,830
	424,357	405,844
Support costs		

BASSETLAW ACTION CENTRE

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

	2022 £	2021 £
Support costs		
Finance		
Bank charges	2,178	1,674
Information technology		
Repairs and renewals	5,821	6,472
Governance costs		
Independent examination	2,760	2,592
Consultancy fees	-	258
Accounting software fees	1,090	732
Legal fees	680	200
	<u>4,530</u>	<u>3,782</u>
Total resources expended	<u>436,886</u>	<u>417,772</u>
Net income	<u><u>82,804</u></u>	<u><u>89,639</u></u>

Accounts

REGISTERED COMPANY NUMBER: 05177066 (England and Wales)
REGISTERED CHARITY NUMBER: 1106908

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021
FOR
BASSETLAW ACTION CENTRE
(A COMPANY LIMITED BY GUARANTEE)

BASSETLAW ACTION CENTRE

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BASSETLAW ACTION CENTRE
REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 MARCH 2021

TRUSTEES	M E Browne J Caley D M Colton D Liggins M Storey A A D Tromans N L Chavaudra J E Coyne E Thompson (resigned 7.9.2020)
COMPANY SECRETARY	D M Colton
REGISTERED OFFICE	The Warehouse Canal Steet RETFORD DN22 6EZ
REGISTERED COMPANY NUMBER	05177066 (England and Wales)
REGISTERED CHARITY NUMBER	1106908
INDEPENDENT EXAMINER	Glover & Co Chartered Accountants 13/15 Netherhall Road DONCASTER DN1 2PH
BANKERS	Unity Trust plc Four Brindley Place BIRMINGHAM B1 2JB

The day to day management of the charity is carried out by the Senior Manager Mrs L Tupling.

BASSETLAW ACTION CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

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

OBJECTIVES AND ACTIVITIES

Objectives and aims

In 2019 we set up a strategic subgroup to review and refresh our business plan. Our five year plan (2019-2024) was agreed and adopted by board and was drawn together to illustrate the strengths of our organisation, to assess the resources we have, to recognise where our organisation is at the moment and where we are aiming to be in the future. We accept this is a living document that will change over time but have captured our plans and vision for the next five years of our development.

In this process we have identified that the Bassetlaw Action Centre is a significant operator in the voluntary sector in Bassetlaw with approximately 100 staff and volunteers (combined). Each staff and volunteer being fully DBS checked and competent in delivering a quality service to older and vulnerable people throughout Bassetlaw.

We offer a range of services through our own projects and through the strong partnerships and signposting arrangements that we have developed which allows us to provide a holistic approach to the clients we serve. Our partners include voluntary and statutory sector organisations and we continue to nurture the relationship with our partners to ensure that a quality service is delivered.

The process of developing our business plan has allowed us to critically analyse our organisation, acknowledging our strengths and achievements whilst recognising our threats and opportunities. Our committed and dedicated team of staff and volunteers are undoubtedly our most valuable resource - without which we could not perform as an organisation.

Our opportunities for the future include the collaboration with other voluntary sector providers, expansion into new areas, consolidating our services and developing more paid-for services which will allow us to provide additional services without the reliance on traditional grant aid.

There are challenges ahead; in particular, the changing demographics of older people means that undoubtedly there will be greater demand for our services. Traditional forms of grant aid are being replaced with competitive tenders and contracts which puts greater pressure on achieving the core costs of the organisation. This additional demand for our service has been challenged further by the unprecedented cuts in funding to the sector as a whole.

We do recognise that we have to remain focussed in what we do, yet willing to adapt and change to meet the demands of the future. As our staff and volunteers are our greatest asset, we need to ensure that we support them, train them, manage them, and steer them through the challenges ahead whilst ensuring that our customer focussed approach is always at the forefront of our organisation.

Our vision for the next five years is one of continued development to ensure that Bassetlaw Action Centre continues to be the quality service delivery organisation that it is today.

We acknowledge that Bassetlaw Action Centre had previously seen a year on year growth for over fifteen years which couldn't be sustained indefinitely. More recently we have experienced a downturn in income which has resulted in a service redesign and restructure. Our plans for the next five years include exploring additional fundraising activities as we move away from dependency on traditional grant aid and to continue to find efficiencies wherever possible.

Our challenge when reviewing our strategic plan was to identify and agree on some strategic objectives which will be overseen and tracked by our Strategic Planning Board Subgroup in addition to ensuring the plan is in line with the evolving external context. These objectives are:

1. To ensure that the organisation adopts a balanced budget and maintains necessary levels of turnover.
2. To increase income through paid for services.
3. To increase the volunteer base.
4. To seek and pursue new opportunities to develop complementary services within the aims and objectives of the organisation.
5. To strengthen and extend our existing offer.
6. To ensure that we identify and proactively manage risks and emerging threats.

Public benefit

The services offered by the Bassetlaw Action Centre are aimed at improving the skills, knowledge, health and well being of older and vulnerable people within the Bassetlaw community and to promote independent living for longer. The trustees have had regard to Charities Commission guidance on public benefit.

BASSETLAW ACTION CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The services offered by the Bassetlaw Action Centre were all reviewed and adjusted during the year to ensure Covid compliance was achieved and safe working practices adopted. The services fall under several main project headings as follows:

Bassetlaw Self Help - aims to provide organisations and individuals with the knowledge and information to ensure appropriate practical support is available, and involves the production of a Self Help directory, wall chart and database, which to date encompasses well over 150 groups/organisations. Copies of the Self Help directory and wall chart are produced and circulated electronically, free of charge to all voluntary, statutory and community organisations, and in addition to this a free photocopying service is provided. The Self Help Co-ordinator will also assist groups within the district to set up a 'Self-Help' group, with the provision of guidance on Constitutions and other legal aspects.

Staying Well Programme/Expert Patients - This is a six-week self-management programme for people living with a long term condition. A number of virtual courses have been delivered throughout Bassetlaw during the year. The programme is designed to empower individuals to better manage their long term condition; and to date has been very well received by other people with long term health conditions. In addition, participants are signposted to health intervention services where appropriate.

Share a Ride - this is part of the core work of the Bassetlaw Action Centre. This initiative is aimed at the general public, and raises the awareness of the availability of 'sharing your car' with other individuals for primarily transport to work. The scheme has maintained links with commercial organisations in the locality participating in the scheme. There was no development of this service in the year.

Get Out Get Active (GOGA) - encourages participation in sport and activity between able bodied people and people with disabilities. A number of new initiatives were developed in the year including a walking tennis group, one to one walking sessions and links were made with a number of local sports clubs and activities.

Community Car Scheme - offers a transport service for those individuals who for a variety of reasons (mobility/rurality etc.) cannot utilise public transport methods. Cars are available to individuals for hospital appointments, dental appointments, hairdressing appointments etc., to name just a few. Individuals using the service are expected to pay an annual registration fee, and a booking fee to assist with the running costs of the scheme, clients also pay a mileage rate to contribute to volunteer expenses. Partnership working arrangements are well established now with a number of organisations including, Nottinghamshire County Council, Bassetlaw CCG and Nottinghamshire Healthcare Trust. The scheme has been predominantly used for health appointments including for taking people for flu and Covid vaccines as well as providing an essential shopping service for those who were shielding or isolating.

Car Scheme Plus - operates in a similar way to the Community Car Scheme above but is designed for service users with limited mobility who would be unable to access a non-adapted volunteer's car. The Car Scheme Plus vehicle is fully wheelchair accessible and also accommodates a mobility scooter. In addition, the Car Scheme Plus vehicle is fitted with a Turney seat for passengers to have assisted access into the vehicle. Journeys in the Car Scheme Plus are quoted on an individual basis.

Community Minibus - Bassetlaw consists of some 250 square miles, two thirds of which is very rural and isolated, and as a result of reductions in national transport arrangements (buses in particular), a community minibus is beneficial to the Bassetlaw community. The community minibus can be hired with a driver by community groups for a variety of social, health and business activities, and in addition the Bassetlaw Action Centre offers day trips to shopping centres, the coast, and other interesting sightseeing trips. The project is becoming well established and interest continues to grow, with a wider variety of groups utilising this service. During the year all minibus activity was suspended due to social distancing requirements.

Social Prescribing - This partnership with BCVS was ceased half way through the year with a review of services provided due to the pandemic.

As a result of the pandemic additional volunteer virtual befrienders have been recruited, with no face to face befriending taking place.

The Home Support Service is currently available across the community offering a range of domestic services from general cleaning, shopping and a sitting service. The service is open to all residents in Bassetlaw who need some additional support to help them remain independent at home. This is a chargeable service and can be offered as a long term or ad-hoc arrangement. During the pandemic the service was suspended for five months.

BASSETLAW ACTION CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

Bassetlaw Stroke Information Service provides information and a signposting service for stroke survivors, their carers and their families. A range of practical services can be arranged together with on-going support by being "a listening ear". Stroke survivors are encouraged to participate in the staying well programme and joining a dedicated support group for stroke survivors for peer support as part of their recovery journey. This service was expanded to include long term neurological conditions (LTNCs) in addition to Stroke. The CCG gave notice that this service would be decommissioned on 31st March 2021.

The Keeping Warm and Well Campaign in conjunction with other statutory organisations i.e. Fire Services, Nottinghamshire County Council and Bassetlaw CCG, involves the allocation of information packages for sustainable warmth, allocation of radiators to those in need of heating amongst other activities, to reduce excessive winter deaths in older people. In addition, our energy advisor assists with tariff switching and energy advice.

NNSP - The North Nottinghamshire Support Partnership is a multi-agency advice and support network for adults in Bassetlaw through a single point of access. NNSP works by enabling people to access a wide range of services through a single point of access. The simple checklist helps to identify the support, information and advice a client might benefit from. Completed checklists generate referrals to partner agencies prompting them to contact the customer with the support, information and advice required. Partner agencies have 28 days to do so as part of the NNSP partnership agreement. This service is also currently under review.

A range of other services and facilities are available for individuals and organisations, including advice on funding sources and applications, provision of low cost space and meeting rooms, low cost photocopying and administration services, and training on basic skills and introductory Information Technology which is delivered in small friendly groups in partnership with the Workers Educational Association - East Midlands District.

In 2019 the new Strategic Subgroup of the board met initially to develop Bassetlaw Action Centre's five-year business plan (2019-2024). Within this process, six strategic objectives were set and agreed. The group agreed to monitor progress against these objectives on an annual basis and include the findings in the annual report.

1. To ensure that the organisation adopts a balanced budget and maintains necessary levels of turnover.
 - Achieved. Despite the loss of earned income due to the Coronavirus pandemic, the financial position at the end of March 2021 is very favourable and a balanced budget for the year ending 31st March 2022 has been approved.
2. To increase income through paid for services.
 - Not achieved. Income from paid for services was down on the previous year due to the pandemic. However, paid for services have been relaunched and are showing good recovery.
3. To increase the volunteer base.
 - We have 93 volunteers across our projects at the end of the financial year compared to 76 at the end of the last financial year. However, around 15 volunteers are currently not active as a result of the Covid pandemic. Overall this represents a small increase in active volunteers.
4. To seek and pursue new opportunities to develop complementary services within the aims and objectives of the organisation.
 - Achieved. Secured funding the Retford and Villages Primary Care Network to host a Health and Wellbeing Coach. Also secured funding to provide a transport booking function for the Covid Vaccine rollout across Mid and South Nottinghamshire
5. To strengthen and extend our existing offer.
 - We extended our offer to include a new telephone safe and well check and essential shopping service to respond to local need as a result of the COVID-19 outbreak. We continue to offer virtual and telephone based services and are supporting home working wherever possible. We continue to seek financial support for the Bassetlaw Delivery Partnership (with Aurora and Citizen's Advice Bassetlaw).
6. To ensure that we identify and proactively manage risks and emerging threats.
 - We have proactively managed the impact of Covid 19 on the organisation through a range of measures including home working, furloughing staff, upgrading the office and securing additional funding.

The RAG rating in the strategic plan is reviewed annually and clearly demonstrates the impact that Covid 19 has had on the organisation. In particular the income through paid for services was considerably down on the previous year which will have an impact in the medium to long term. What appears to be a very favourable position at the year end will allow the organisation to get the earned income back on track over the next year to 18 months.

BASSETLAW ACTION CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

FINANCIAL REVIEW

Financial position

The target for income generation was met, and expenditure has been contained within the parameters set by the Trustees. This was despite the loss of all earned income during the first half of the financial year and slow growth during the second. The Trustees consider the financial results to be acceptable and funding for the next twelve-month period will not only be sought for the existing provision, but will be secured for expansion of services over the next eighteen months. The Coronavirus pandemic brought new opportunities to secure funding from alternate sources and overall has had some positive impact on year-end figures.

Principal funding sources

The principal funding sources over the past twelve months for the Charity have been: -

- Bassetlaw Self Help, Expert Patients Programme 'Staying Well', Stroke Information Service - Funded by Bassetlaw CCG.
- Share a Ride - Funded by Bassetlaw Action Centre.
- Community Car Scheme - Funded by Nottinghamshire County Council and Bassetlaw CCG.
- Car Scheme Plus - Funded by Nottinghamshire County Council.
- Community Minibus - Funded by Nottinghamshire County Council.
- Keeping Warm and Well - Funded by Bassetlaw CCG
- Social Prescribing - Funded by Bassetlaw CCG through BCVS.
- NNSP - North Notts Support Partnership - Funded by Bassetlaw District Council through BCVS.
- Housing - Funded by Lloyds Bank Foundation
- GOGA - Funded by Active Partners Trust and the Activity Alliance.

Investment policy and objectives

The Trustees within the terms of the Memorandum and Articles of Association have the power to invest all funds not immediately required by the charity, and as such have set out procedures to do this in the longer term.

Reserves policy

The total funds held at the year end are £572,549.
£265,726 is restricted and £306,823 is unrestricted.

£187,650 of the restricted funds is tied up in fixed assets so would only be realised upon disposal.
£29,303 of unrestricted funds also relates to fixed assets.

The unrestricted funds available after taking into consideration the fixed assets is £277,520.

The available funding required to cover amounts identified by the trustees is as follows:-

	£
Funding retained to cover the financial risk assessment	49418
Funding needed to operate for a minimum of three months	108000
	157418

Any funds held over and above these amounts will continue to be utilised to carry the cost of developmental activities and furtherance of the aims and objectives of the Charity.

Designated Funds:

The Charity has designated a minibus replacement fund of £63,000 and an MPV replacement fund of £25,000. The timing of this expenditure will be as stated when the current minibus and MPV require replacing.

There are sufficient funds in place to cover necessary costs.

BASSETLAW ACTION CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

FUTURE PLANS

Bassetlaw Action Centre, in conjunction with partners, will continue to identify funding and resources to develop the services as identified previously in this report to enable vulnerable, elderly, frail and socially isolated people to access services and activities throughout the Bassetlaw Area.

Bassetlaw Action Centre also plans to expand income generation through their Home Support Service, transport services and room hire and to secure additional external funding to continue to meet the needs of the charity and the local community particularly in response to the Coronavirus pandemic.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity (which was established in February 1996) is a private Company Limited by Guarantee and was incorporated on 12th June 2004. It is governed by a Memorandum of Association, which sets out the powers of the charitable company, and is governed under its Articles of Association.

Recruitment and appointment of new trustees

The Directors of the Company are also Trustees for the purpose of Charity law.

From time to time the existing Trustees need to review the skills, experience and knowledge of the Trustee members, and new Trustees may need to be appointed. During the year the trustees amended the memorandum and articles of association to increase the number of trustees of the charity to ensure future needs are met.

The procedures to do this are:

- Identification by Members of the Board of Trustees of suitable candidates (ie their skills, experience, knowledge of the work and local community issues) via networks, and network organisations.
- Senior Manager discusses the vacancy opportunity with potential candidates and outlines the nature of the business.
- Interested candidates are invited to meet existing Members of the Board of Trustees at a Trustee meeting.
- Job description/roles and responsibilities are discussed and agreed, and subject to agreement by existing Trustees, interested candidates are invited to join the Bassetlaw Action Centre board.

Organisational structure

In December each year the Strategic Subgroup undertakes a pay review for all staff and makes recommendation to board for implementation from April. In 2019 a market review was undertaken to benchmark and compare the pay of key management personnel to ensure that the organisation was providing a pay scale attractive enough to ensure the right calibre of people were engaged in the organisation and that key management personnel were paid comparable to other similar organisations in the UK.

Induction and training of new trustees

New Trustees are encouraged to meet with the Senior Manager to enable familiarisation with the charity and the complexity of the working environment and client needs, to gain an understanding of the current financial position and funding arrangements, staffing and other resources, and the future plans and objectives of the charity.

New Trustees are encouraged to visit the Charity Commission website, where documents outlining Trustee responsibilities, charity law and other issues are available.

Related parties

There are no Directors or Trustees related party issues.

BASSETLAW ACTION CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The Trustees operate a risk management approach to the charity's business and the process involves:

- Setting out objectives/targets to be achieved annually.
- Setting out an annual budget.
- Delegating authority to ensure objectives and targets are achieved.
- Undertaking an annual Financial Risk Assessment

In addition, the Trustees have also set out and implemented policies and procedures to cover quality assurance, equal opportunities, health and safety, environmental issues and recycling, IT data and financial policies covering investment, reserves and limits of authority for expenditure.

These policies are reviewed annually, and monitoring takes place to measure the impact of the implementation of these policies the results of which are used to improve the quality and effectiveness of staff and the services by the charity.

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 6 September 2021 and signed on its behalf by:

D M Colton - Secretary

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BASSETLAW ACTION CENTRE

Independent examiner's report to the trustees of Bassetlaw Action Centre ('the Company')

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

Responsibilities and basis of report

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

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

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Institute of Chartered Accountants in England and Wales 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:

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

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

Mrs Jane Mellor FCA
Institute of Chartered Accountants in England and Wales
Glover & Co
Chartered Accountants
13/15 Netherhall Road
DONCASTER
DN1 2PH

6 September 2021

BASSETLAW ACTION CENTRE

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

	Notes	Unrestricted funds £	Restricted fund £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	1,025	-	1,025	901
Charitable activities	3				
Bassetlaw Action Centre		47,465	102,810	150,275	183,472
Car Scheme		65,659	21,978	87,637	95,691
Car Scheme Plus		128	-	128	14,616
Minibus		-	-	-	6,447
Housing Choice		-	25,000	25,000	22,677
Home Support		46,930	-	46,930	89,475
Stroke Service		-	26,864	26,864	26,864
Staying Well		-	20,894	20,894	20,754
Self Help		-	10,000	10,000	10,000
Social Prescribing/ Befriending		-	18,120	18,120	20,151
North Notts Support Partnership		15,000	-	15,000	12,500
GOGA (Get Out Get Active)		-	61,653	61,653	-
Covid Vaccine Transport Programme		-	32,939	32,939	-
Other income	4	389	10,557	10,946	1,662
Total		176,596	330,815	507,411	505,210
EXPENDITURE ON					
Charitable activities	5				
Bassetlaw Action Centre		21,857	13,307	35,164	32,333
Car Scheme		65,659	27,524	93,183	95,691
Car Scheme Plus		-	-	-	14,616
Minibus		-	-	-	6,447
Housing Choice		-	27,025	27,025	22,677
Home Support		46,930	-	46,930	89,475
Stroke Service		-	26,864	26,864	26,864
Staying Well		-	20,894	20,894	20,754
Self Help		-	10,000	10,000	10,000
Social Prescribing/ Befriending		-	18,120	18,120	20,151
North Notts Support Partnership		15,000	-	15,000	12,500
GOGA (Get Out Get Active)		-	61,653	61,653	-
Covid Vaccine Transport Programme		-	62,939	62,939	-
Other		-	-	-	16,000
Total		149,446	268,326	417,772	367,508
NET INCOME		27,150	62,489	89,639	137,702
RECONCILIATION OF FUNDS					
Total funds brought forward		279,673	203,237	482,910	345,208
TOTAL FUNDS CARRIED FORWARD		306,823	265,726	572,549	482,910

The notes form part of these financial statements

BASSETLAW ACTION CENTRE

BALANCE SHEET 31 MARCH 2021

	Notes	Unrestricted funds £	Restricted fund £	2021 Total funds £	2020 Total funds £
FIXED ASSETS					
Tangible assets	11	29,303	187,650	216,953	203,763
CURRENT ASSETS					
Debtors	12	128,723	-	128,723	14,480
Cash at bank and in hand		263,659	121,647	385,306	302,778
		<u>392,382</u>	<u>121,647</u>	<u>514,029</u>	<u>317,258</u>
CREDITORS					
Amounts falling due within one year	13	(114,862)	(43,571)	(158,433)	(38,111)
		<u>277,520</u>	<u>78,076</u>	<u>355,596</u>	<u>279,147</u>
NET CURRENT ASSETS					
		<u>277,520</u>	<u>78,076</u>	<u>355,596</u>	<u>279,147</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		306,823	265,726	572,549	482,910
		<u>306,823</u>	<u>265,726</u>	<u>572,549</u>	<u>482,910</u>
NET ASSETS					
		<u>306,823</u>	<u>265,726</u>	<u>572,549</u>	<u>482,910</u>
FUNDS	14				
Unrestricted funds				306,823	279,673
Restricted funds				265,726	203,237
TOTAL FUNDS				<u>572,549</u>	<u>482,910</u>

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

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

The trustees acknowledge their responsibilities for

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

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

The financial statements were approved by the Board of Trustees and authorised for issue on 6 September 2021 and were signed on its behalf by:

M E Browne - Trustee

The notes form part of these financial statements

BASSETLAW ACTION CENTRE

CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2021

	Notes	2021 £	2020 £
Cash flows from operating activities			
Cash generated from operations	1	124,366	67,037
Net cash provided by operating activities		<u>124,366</u>	<u>67,037</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(41,838)	(193,651)
Net cash used in investing activities		<u>(41,838)</u>	<u>(193,651)</u>
Change in cash and cash equivalents in the reporting period		<u>82,528</u>	<u>(126,614)</u>
Cash and cash equivalents at the beginning of the reporting period		<u>302,778</u>	<u>429,392</u>
Cash and cash equivalents at the end of the reporting period		<u><u>385,306</u></u>	<u><u>302,778</u></u>

The notes form part of these financial statements

BASSETLAW ACTION CENTRE

**NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2021**

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

	2021 £	2020 £
Net income for the reporting period (as per the Statement of Financial Activities)	89,639	137,702
Adjustments for:		
Depreciation charges	28,648	16,111
Impairment losses	-	16,000
(Increase)/decrease in debtors	(114,243)	12,502
Increase/(decrease) in creditors	120,322	(115,278)
	<u>124,366</u>	<u>67,037</u>
Net cash provided by operations	<u>124,366</u>	<u>67,037</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.20 £	Cash flow £	At 31.3.21 £
Net cash			
Cash at bank and in hand	302,778	82,528	385,306
	<u>302,778</u>	<u>82,528</u>	<u>385,306</u>
Total	<u>302,778</u>	<u>82,528</u>	<u>385,306</u>

The notes form part of these financial statements

BASSETLAW ACTION CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

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, as modified by the revaluation of certain assets.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

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.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 20% on cost
Motor vehicles	- 20% on cost
Computer equipment	- 33% on cost

The property is shown at its latest valuation, undertaken in June 2019 and provided by an independent property professional. The trustees undertake to have the property revalued by an independent professional every 3 years.

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.

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 trustees report.

Pension costs and other post-retirement benefits

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

BASSETLAW ACTION CENTRE

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

2. DONATIONS AND LEGACIES

	2021 £	2020 £
Gifts	<u>1,025</u>	<u>901</u>

3. INCOME FROM CHARITABLE ACTIVITIES

	Bassetlaw Action Centre £	Car Scheme £	Car Scheme Plus £	Housing Choice £
Charitable activities income	20,968	50,452	128	-
CJRS income	25,176	-	-	-
Grant aid and contracts	<u>104,131</u>	<u>37,185</u>	<u>-</u>	<u>25,000</u>
	<u>150,275</u>	<u>87,637</u>	<u>128</u>	<u>25,000</u>

	Home Support £	Stroke Service £	Staying Well £	Self Help £	Social Prescribing/ Befriending £
Charitable activities income	46,930	-	-	-	-
CJRS income	-	-	-	-	-
Grant aid and contracts	<u>-</u>	<u>26,864</u>	<u>20,894</u>	<u>10,000</u>	<u>18,120</u>
	<u>46,930</u>	<u>26,864</u>	<u>20,894</u>	<u>10,000</u>	<u>18,120</u>

	North Notts Support Partnership £	GOGA (Get Out Get Active) £	Covid Vaccine Transport Programme £	2021 Total activities £	2020 Total activities £
Charitable activities income	-	-	3,091	121,569	170,620
CJRS income	-	-	-	25,176	-
Grant aid and contracts	<u>15,000</u>	<u>61,653</u>	<u>29,848</u>	<u>348,695</u>	<u>332,027</u>
	<u>15,000</u>	<u>61,653</u>	<u>32,939</u>	<u>495,440</u>	<u>502,647</u>

4. OTHER INCOME

	2021 £	2020 £
Bank interest received	389	1,662
Insurance claim	<u>10,557</u>	<u>-</u>
	<u>10,946</u>	<u>1,662</u>

BASSETLAW ACTION CENTRE

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

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 6) £	Support costs (see note 7) £	Totals £
Bassetlaw Action Centre	23,436	11,728	35,164
Car Scheme	93,103	80	93,183
Housing Choice	27,025	-	27,025
Home Support	46,890	40	46,930
Stroke Service	26,864	-	26,864
Staying Well	20,894	-	20,894
Self Help	10,000	-	10,000
Social Prescribing/ Befriending	18,120	-	18,120
North Notts Support Partnership	15,000	-	15,000
GOGA (Get Out Get Active)	61,573	80	61,653
Covid Vaccine Transport Programme	62,939	-	62,939
	<u>405,844</u>	<u>11,928</u>	<u>417,772</u>

6. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2021 £	2020 £
Staff costs	262,666	240,046
Premises costs	11,995	16,660
Insurance	1,704	1,661
Light and heat	2,846	2,358
Telephone	5,291	4,644
Printing, postage & stationery	6,808	3,926
Advertising	1,590	27
Sundries	6,606	2,916
Refreshments	2,091	2,206
Motor and travel costs	8,205	22,079
Driver costs	15,732	21,665
Covid vaccine transport	24,967	-
Volunteer shopping expenses	19,064	-
Training	3,006	2,189
Personal protective equipment	4,625	-
Depreciation	28,648	16,111
	<u>405,844</u>	<u>336,488</u>

7. SUPPORT COSTS

	Finance £	Information technology £	Governance costs £	Totals £
Bassetlaw Action Centre	1,674	6,472	3,582	11,728
Car Scheme	-	-	80	80
Home Support	-	-	40	40
GOGA (Get Out Get Active)	-	-	80	80
	<u>1,674</u>	<u>6,472</u>	<u>3,782</u>	<u>11,928</u>

BASSETLAW ACTION CENTRE

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

8. NET INCOME/(EXPENDITURE)

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

	2021	2020
	£	£
Depreciation - owned assets	28,648	16,111
	<u>28,648</u>	<u>16,111</u>

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Trustees' expenses

There were no trustees' expenses paid during the year ended 31 March 2021, or the year ended 31 March 2020.

10. STAFF COSTS

	2021	2020
	£	£
Wages and salaries	238,248	218,604
Social security costs	9,148	7,970
Other pension costs	15,270	13,472
	<u>262,666</u>	<u>240,046</u>

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

	2021	2020
	22	23
Employees	<u>22</u>	<u>23</u>

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

BASSETLAW ACTION CENTRE

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

11. TANGIBLE FIXED ASSETS

	Freehold property £	Short leasehold £	Fixtures and fittings £
COST OR VALUATION			
At 1 April 2020	256,634	12,886	-
Additions	-	-	16,923
Disposals	-	-	-
At 31 March 2021	256,634	12,886	16,923
DEPRECIATION			
At 1 April 2020	78,983	12,886	-
Charge for year	-	-	4,231
Eliminated on disposal	-	-	-
At 31 March 2021	78,983	12,886	4,231
NET BOOK VALUE			
At 31 March 2021	177,651	-	12,692
At 31 March 2020	177,651	-	-
	Motor vehicles £	Computer equipment £	Totals £
COST OR VALUATION			
At 1 April 2020	107,934	103,724	481,178
Additions	-	24,915	41,838
Disposals	-	(12,138)	(12,138)
At 31 March 2021	107,934	116,501	510,878
DEPRECIATION			
At 1 April 2020	82,348	103,198	277,415
Charge for year	15,587	8,830	28,648
Eliminated on disposal	-	(12,138)	(12,138)
At 31 March 2021	97,935	99,890	293,925
NET BOOK VALUE			
At 31 March 2021	9,999	16,611	216,953
At 31 March 2020	25,586	526	203,763

The carrying amount of freehold property that would have been recognised had the asset been carried under the normal cost value would have been a net book value of £193,651.

BASSETLAW ACTION CENTRE

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

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Trade debtors	108,424	9,167
Other debtors	4,000	-
Prepayments	16,299	5,313
	<u>128,723</u>	<u>14,480</u>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Trade creditors	29,784	3,110
Deferred income	126,129	32,571
Accrued expenses	2,520	2,430
	<u>158,433</u>	<u>38,111</u>

Deferred income is grants received at the year end which relate to expenditure incurred post year end.

14. MOVEMENT IN FUNDS

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
Non-Designated Funds	191,673	27,150	218,823
Designated Funds	88,000	-	88,000
	<u>279,673</u>	<u>27,150</u>	<u>306,823</u>
Restricted funds			
Restricted fund	203,237	62,489	265,726
	<u>482,910</u>	<u>89,639</u>	<u>572,549</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Non-Designated Funds	176,596	(149,446)	27,150
Restricted funds			
Restricted fund	330,815	(268,326)	62,489
	<u>507,411</u>	<u>(417,772)</u>	<u>89,639</u>

BASSETLAW ACTION CENTRE

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

14. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	At 31.3.20 £
Unrestricted funds			
Non-Designated Funds	216,035	(24,362)	191,673
Designated Funds	88,000	-	88,000
	<u>304,035</u>	<u>(24,362)</u>	<u>279,673</u>
Restricted funds			
Restricted fund	41,173	162,064	203,237
	<u>41,173</u>	<u>162,064</u>	<u>203,237</u>
TOTAL FUNDS	<u>345,208</u>	<u>137,702</u>	<u>482,910</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Non-Designated Funds	186,683	(211,045)	(24,362)
Restricted funds			
Restricted fund	318,527	(156,463)	162,064
	<u>318,527</u>	<u>(156,463)</u>	<u>162,064</u>
TOTAL FUNDS	<u>505,210</u>	<u>(367,508)</u>	<u>137,702</u>

15. RELATED PARTY DISCLOSURES

David Liggins, a trustee is now utilising some of the services provided by Bassetlaw Action Centre. These services are paid for at full market rate.

Except for the above, there were no related party transactions for the year ended 31 March 2021.

BASSETLAW ACTION CENTRE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021

	2021 £	2020 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Gifts	1,025	901
Charitable activities		
Charitable activities income	121,569	170,620
CJRS income	25,176	-
Grant aid and contracts	348,695	332,027
	495,440	502,647
Other income		
Bank interest received	389	1,662
Insurance claim	10,557	-
	10,946	1,662
Total incoming resources	507,411	505,210
EXPENDITURE		
Charitable activities		
Wages	238,248	218,604
Social security	9,148	7,970
Pensions	15,270	13,472
Premises costs	11,995	16,660
Insurance	1,704	1,661
Light and heat	2,846	2,358
Telephone	5,291	4,644
Printing, postage & stationery	6,808	3,926
Advertising	1,590	27
Sundries	6,606	2,916
Refreshments	2,091	2,206
Motor and travel costs	8,205	22,079
Driver costs	15,732	21,665
Covid vaccine transport	24,967	-
Volunteer shopping expenses	19,064	-
Training	3,006	2,189
Personal protective equipment	4,625	-
Fixtures and fittings	4,231	-
Motor vehicles depreciation	15,587	15,587
Computer equipment depr	8,830	524
	405,844	336,488
Other		
Impairment losses for tangible fixed assets	-	16,000
Support costs		

This page does not form part of the statutory financial statements

BASSETLAW ACTION CENTRE

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021**

	2021 £	2020 £
Support costs		
Finance		
Bank charges	1,674	2,878
Information technology		
Repairs and renewals	6,472	8,212
Governance costs		
Independent examination	2,592	2,520
Consultancy fees	258	-
Accounting software fees	732	813
Legal fees	200	597
	3,782	3,930
Total resources expended	417,772	367,508
Net income	89,639	137,702