



Action East Devon Limited

Annual Report Year ended 31st March 2024

Action East Devon is a Company Limited by Guarantee registered in England (number 07035905) and registered as a charity in England and Wales (number 1134611).
Registered office: The Station Youth Centre, Mill Street, Ottery St Mary, EX11 1AH

Action East Devon Limited
Year Ended 31 March 2024

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Action East Devon Limited

Trustees' Report

Year Ended 31 March 2024

Statement from the Chair

In my statement last year, the financial challenges facing Action East Devon were a cause for concern. Whilst those challenges remain, I very much think of this year as having been one of opportunities. At the outset I must make special mention of, and wholeheartedly thank, Orchard Fundraising for their unwavering support and inspiration. We were extremely fortunate to be chosen by Orchard to benefit from their pro-bono expertise. With their guidance we now have a tightly focused and informed fundraising strategy that brings out our achievements and impact and is consequently so much more successful than had been the case previously. We have been very successful with bids submitted over the past few months and have a strong pipeline of bids awaiting consideration, all of which gives us a solid foundation on which to build.

I must also thank our staff and volunteers for the fantastic work they do to support our young people, and without whom we would not be the great organisation that we are. Our admin assistant and CEO both left towards the end of 2023. I am a great believer in change presenting opportunity, and with the need to effect the changes I alluded to last year, Trustees took time to consider what staffing roles the charity actually needed. This resulted in our deciding that, while we did not need to recruit for the admin role, we did recruit a significantly revised Charity Manager role to replace the CEO role, and the successful candidate took up post in March.

Our focus on young people sharpened as we concentrated our activities on our:

- Headlight (peer support group work) service in Axminster, Ottery St. Mary and Seaton, and
- (1-2-1) School Mentoring Service in Honiton, Sidmouth and Axe Valley schools.

In 2023-24, we held 112 peer support group sessions, provided 471 hours of one-to-one sessions and helped 134 young people. And we have a waiting list for referrals. The young people themselves tell us: "Headlight is a safe place where I can talk things through without being judged and make new friends." "I like learning about different ways of tackling things." "It has helped me build my confidence."

The one area of constancy has been the make-up of our Board of Trustees, where we have had no changes. This has facilitated consistent monitoring, understanding of issues and decision making. As part of our revised structure, Trustees have been very active in bid writing, attending events where we showcase our work and connecting with partners old and prospective.

I, along with the Board, truly believe that we are a stronger organisation for having faced up to and met the challenges of the last year, and together we look forward to the future with confidence.

Chris Botham
Chair of the Board of Trustees

Action East Devon Limited

Trustees' Report

Year Ended 31 March 2024

The Board of Trustees presents the report and financial statements for Action East Devon, for the year ending 31 March 2024, which are also prepared to meet the requirements for a Director's Report and Financial Statements for the purposes of the Companies Act.

Action East Devon is a company limited by guarantee and a registered charity.

The Financial Statements comply with the Charities Act 2011 (and any subsequent amendments), with the Companies Act 2006, with the Memorandum and Articles of Association of the charitable company, and with the Statement of Recommended Practice (SORP) for charities preparing their Financial Statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

Objectives and Activities

Action East Devon is an independent charitable body and company limited by guarantee incorporated in 2009. The Memorandum and Articles of Association set out the governance structures and aims of the organisation.

Trustees are volunteers from the community and act as Directors for the purposes of company law. Trustees are reimbursed expenses, but do not receive any remuneration. The governance of the charity pays due regard to the rules, regulations and good practice recommendations from the Charity Commission; and, where appropriate, to the UK Corporate Governance Code. The Trustees have also considered an assessment of practice against the Charity Governance Code for smaller charities.

The Board of Trustees ensure that all work of the organisation accords with the Objects of the charity:

- The promotion of any charitable purposes for the benefit of the community, principally but not exclusively East Devon, the charitable purposes being the advancement of education, the protection of health, and the relief of poverty, distress and sickness.
- To promote and organise co-operation in achievement of the above purposes.

The Trustees also ensure that public benefit is provided through the delivery of outreach projects and services which directly meet the needs of the most vulnerable people in our society, enabling them to achieve a range of health and wellbeing outcomes.

The Trustees confirm that they have had due regard to the Charity Commission's guidance on public benefit when reviewing the charity's aims and objectives, in planning future activities and in setting policy for the year.

The charity's outreach projects and services are delivered in local communities where there is a need and are free to ensure maximum accessibility to those in need. The following sections outline our work, achievements and challenges during 2023/24.

Achievements and Performance

Projects and services

Throughout 2023/24 Action East Devon continued its journey building on the reorganisations of the previous years. Change is a constant feature, and this year has seen its fair share both internally and across our area of activity.

Action East Devon has been acutely aware of the growing numbers of children and young people with mental health issues. A report from the CQC on the state of health care in England 2023/24 identifies a 29% increase in children and young people in contact with mental health service between 2022 and 2024 but only 11% receiving an interaction with the statutory services. As the same report notes, with waiting times for the statutory services highly variable being able to get the right mental health care as early as possible can have a significant impact on the person's future.

There is national concern about children and young people's mental health issues now impacting school attendance. Data from NHS Digital shows that children with a mental health problem were seven times more likely to have missed 15 days in school compared to those without a mental health problem.

Action East Devon believes its work with schools and colleges and other agencies:

- Addresses both national and local concerns over children and young people's mental health
- Reduces some of the pressures on the statutory services and are in some cases better suited to the wishes and needs of children and young people
- Has a positive impact on the future prospects of children and young people in East Devon

Internally, our CEO's departure created an opportunity to consider roles and responsibilities, the outcome being the greater involvement of Trustees and creation of the Charity Manager role. And we decided to stop the Children and Families Service and focus on direct support to young people.

It was unfortunate that our fundraising efforts in the previous year did not raise the funds hoped for and this necessitated continued use of reserves to enable service delivery to continue. So fundraising was the prime activity for Trustees, and the support from Orchard Fundraising enabled us to renew relationships with previous funders and develop new ones, resulting in bids being submitted to a wide range of local and national funders.

Headlight

Headlight, peer support group work supplemented by 1-2-1 mentoring work where requested, remains Action East Devon's principal service which we deliver in Ottery St Mary and Axminster. Since last summer, we have also delivered our Headlight service in Seaton for Re:Store, a local community group. However, primarily because of space restrictions, we just offered peer support group work. One of our tenets is early intervention and recognising the need to engage with a younger age range, our relationship with Re:Store enabled us to trial offering our support to young people aged 11 and up. This increased the number of young people supported and paved the way for this to be part of our revised strategy.

Reflecting the national picture, we have continued to see young people presenting a wider range of challenges and it is clear that the effects of Covid lockdowns are continuing to be felt and are likely to continue for some time. In 2023, the NHS estimated that one in five children and young people in England aged eight to 25 were likely to have a mental health disorder. Anxiety and depression are common, though other disorders are also on the rise. The universal use of smartphones and the social media young people access are thought to play their part here. Local mental health services for young people are hugely overstretched, with waits for NHS services now between 18 months and two years. One peer support group attendee told us that she was finally getting an assessment after a wait of 22 months.

School Mentoring Services

We have delivered our School Mentoring Service in Sidmouth, Honiton and Axe Valley Colleges. School Mentoring is 1-2-1 mentoring carried out on school premises during the school day. We work closely with the school inclusion team who balance the benefit our service delivers against the loss of schoolwork time and who refer young people to our 45 minutes, once a fortnight, sessions. We also have the use of a dedicated meeting room at each school and where appropriate offer wrap around support such as Team around the family (TAF) meetings and further signposting for parents and families (as indeed we do within our Headlight service). Our School Mentoring Services are delivered in Sidmouth College and Honiton College with work being done to bring the service to Axe Valley in Axminster in late 2023.

We are extremely grateful to the Honiton League of Friends and Sid Valley Help for their continued support of our service in Honiton and Sidmouth. We are also grateful to the variety of funders, including East Devon District, Axminster Town and Devon County Councils for their support of our Axminster service.

We are currently at our full capacity (10 in each school) of young people supported through our School Mentoring. We conduct regular reviews with both the young people and the school to ensure that they are moved forward when appropriate and the space given to another child. Some of the young people tell us that they only come into school for their Action East Devon meeting but are then often happy to stay in school afterwards thus increasing their educational engagement.

The Future

Following the changes to roles and responsibilities we took the opportunity to review our strategy with our staff, volunteers and Youth Voice. Collectively, we determined that during the period 2024 – 2027 we would:

- Expand our Headlight reach by creating peer support groups in two towns, probably Honiton and Sidmouth
- Further expand our Headlight reach by opening our service in all locations to young people aged 11 and over
- This follows the successful expansion at Seaton, and also enables us to support young people as they move from junior school to senior school
- Maintain our School Mentoring provision where we can fully fund the service from local funders
- We currently have 7 volunteers (excluding Trustees) and expect to increase this number to 11 to support our expansion plans
- Influencing decision makers to make the right changes that better supports those that need it. Two recent examples of this took place when:
 - MP Richard Foord visited Axminster Headlight, and the young people made plain their need for trusted, independent, support outside school (Lib Dem policy was/is for more school-based support), and
 - Our young people attended a hustings event in June with local parliamentary candidates

Action East Devon Limited

Trustees' Report

Year Ended 31 March 2024

Financial Review

The total income for the year was £102,233 of which £91,490 was restricted. After transfers, there was an unrestricted deficit (designated and undesignated) of £33,303 and a restricted deficit of £24,426 for the year, giving an overall deficit of £57,729.

Total funds carried forward were £68,007 of which £16,357 was restricted. These restricted funds relate to grant monies paid in advance for project delivery during 2024/25.

Reserves Policy

The existing Funding Deficits and Project Development designated fund now stands at £13,480, all of which is budgeted for use in 2024/25. This is intended to cover funding shortfalls and to look at alternative ways of fundraising for projects that are essential to the charity's objectives.

In addition to these designated funds, the charity holds £37,728 in free reserves (excluding fixed assets), which the Trustees consider to be an appropriate level to provide for a controlled close of the charity, should this arise.

The Reserves policy is kept under active review and so the target reserves figure is likely to change over time.

Structure, Management and Governance

Governing Document

Action East Devon Limited was incorporated on 1 October 2009 (company number 07035905), became a registered charity on 2 March (charity number 1134611), and commenced activities on 1 April 2010. The new company took over from the former charitable company, East Devon Voluntary Support Agency, and all assets were transferred to the incorporated charity. The Trustees are also Directors for the purposes of company law.

The Memorandum and Articles of Association of Action East Devon set out governance structures and aims of the organisation. They describe the operating framework, detailing the Objects, Powers, Membership and Honorary Officers, and outline the protocols for the operation of the Board of Trustees and the Annual General Meeting. The Memorandum and Articles of Association provide information and guidance to ensure that the Trustees are fulfilling their obligations under company and charity law, ensuring that the organisation is accountable and transparent to those it serves.

Trustee Recruitment, Induction and Training

Action East Devon continually reviews the composition of its Board of Trustees to ensure members' skills meet the needs of the organisation, service users and the local community.

All potential new Trustees are interviewed and given the opportunity to observe a Board meeting before being formally invited to become a Trustee and Director. Induction provides information about Trustee and Directors' roles and responsibilities as part of a meeting with the Chair of the Board and the Charity Manager to further their understanding of the work of the organisation.

Governance

Practice in previous years has been for the Board of Trustees to meet four times a year with an Annual General Meeting held at an appropriate date in Autumn. However, this year the Board decided more frequent meetings were necessary to enable the Board to closely monitor the financial position and take swift, informed decisions where necessary.

The Charity Manager and Finance Manager prepare and deliver reports to the Board. Risk is kept under active review by the Trustees as are all policies.

Action East Devon Limited
Trustees' Report
Year Ended 31 March 2024

Reference and Administrative Information

Charity Name:	Action East Devon ('Charitable Company')
Charity Registration Number:	1134611
Company Number:	07035905
Registered Office and Address:	The Station Youth Centre Mill Street Ottery St Mary EX11 1AH
Telephone:	01404 549045
Website:	www.actioneastdevon.org.uk
Independent Examiner:	Neil Hitchings FCA Francis Clark LLP Centenary House Peninsula Park Rydon Lane Exeter EX2 7XE
Bankers:	CAF Bank Limited 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ
Trustees	Christopher Botham (Chair) Graham Fice Dr David Leeder Fiona Anderson Megan Armstrong (appointed 17 May 2023) Judith O'Neil (appointed 6 November 2023) Andrew Savage (resigned 12 July 2023)
Company Secretary	Graham Fice (appointed 1 January 2024) Ben Feasey (resigned 31 December 2023)

Action East Devon Limited
Trustees' Report
Year Ended 31 March 2024

Statement of Trustees' Responsibilities

The trustees (who are also directors of Action East Devon) for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and was approved by the Trustees on30 January..... 2025.

Signed on their behalf by

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Chris Botham, Chair of the Board

Action East Devon Limited

Independent Examiner's Report to the Trustees of Action East Devon

Year Ended 31 March 2024

I report to the charity trustees on my examination of the financial statements of the Charitable 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 financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the financial statements of the Charitable 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 Charitable Company's financial statements as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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

- accounting records were not kept in respect of the Charitable Company as required by section 386 of the 2006 Act; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the financial statements give a 'true and fair view which is not a matter considered as part of an independent examination; or
- the financial statements 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 financial statements 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 Financial Statements to be reached.

Neil Hitchings FCA
Francis Clark LLP
Chartered Accountants
Centenary House
Peninsula Park
Rydon Lane
Exeter
EX2 7XE

Date : 30 January 2025

Action East Devon Limited
Statement of Financial Activities (Including Income & Expenditure Account)
Year Ended 31 March 2024

	Note	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds 2024 £	Total funds 2023 £
Income:						
Donations and legacies	2	3,257	-	91,490	94,747	112,775
Income from charitable activities	3	4,818	-	-	4,818	-
Investment income		2,668	-	-	2,668	1,644
Total income		<u>10,743</u>	<u>-</u>	<u>91,490</u>	<u>102,233</u>	<u>114,419</u>
Expenditure:						
Expenditure on charitable activities	4	(25,917)	-	(131,525)	(157,442)	(185,783)
Expenditure on raising funds		(2,520)	-	-	(2,520)	-
Total expenditure		<u>(28,437)</u>	<u>-</u>	<u>(131,525)</u>	<u>(159,962)</u>	<u>(185,783)</u>
Net (expenditure)/income		(17,694)	-	(40,035)	(57,729)	(71,364)
Transfers between funds		20,455	(36,064)	15,609	-	-
Net movement in funds		<u>2,761</u>	<u>(36,064)</u>	<u>(24,426)</u>	<u>(57,729)</u>	<u>(71,364)</u>
Funds at 31 March 2023		35,409	49,544	40,783	125,736	197,100
Funds at 31 March 2024		<u>38,170</u>	<u>13,480</u>	<u>16,357</u>	<u>68,007</u>	<u>125,736</u>

Action East Devon Limited
Balance Sheet
Year Ended 31 March 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	7	<u>442</u>	<u>886</u>
		442	886
Current assets			
Debtors	8	3,356	2,986
Cash at bank and in hand		<u>71,429</u>	<u>130,095</u>
		74,785	133,081
Liabilities			
Creditors: amounts falling due within one year	9	<u>(7,220)</u>	<u>(8,231)</u>
Net current assets		<u>67,565</u>	<u>124,850</u>
Net assets		<u>68,007</u>	<u>125,736</u>
The funds of the Charity			
General funds	10	38,170	35,409
Designated funds	10	13,480	49,544
Restricted funds	11	16,357	40,783
Total funds		<u>68,007</u>	<u>125,736</u>

For the financial year ending 31 March 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared and delivered in accordance with the special provisions relating to companies subject to the small companies regime within part 15 of the Companies Act 2006.

Approved and authorised by the Board on 30 January 2025 and signed on its behalf by

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Chris Botham

Company Registration Number: 07035905

Action East Devon Limited
Cashflow Statement
Year Ended 31 March 2024

	Note	2024 £	2023 £
Cash (used in)/provided by operating activities	18	<u>(61,334)</u>	<u>(74,957)</u>
Cashflows from investing activities			
Dividends, interest, and rents from investment		<u>2,668</u>	<u>1,644</u>
Cash provided by/(used in) investing activities		<u>2,668</u>	<u>1,644</u>
Changes in cash and cash equivalents in the reporting period		<u>(58,666)</u>	<u>(73,313)</u>
Cash and cash equivalents at the beginning of the reporting period		<u>130,095</u>	<u>203,408</u>
Cash and cash equivalents at the end of the reporting period		<u>71,429</u>	<u>130,095</u>

Action East Devon Limited

Notes to the Financial Statements

Year Ended 31 March 2024

1. Accounting Policies

The principle accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a) Basis of preparation

The financial statements have been prepared in accordance with 'Accounting and Reporting by Charities: Statement of Recommended Practice' applicable to charities preparing their financial statements in accordance with the Charities SORP (FRS102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

The charity meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The charity is incorporated in England and Wales, details of its registered office can be found in the reference and administration section of the Trustees Report.

Our cashflow forecast for 2025/26 demonstrates that we will have sufficient funds to enable Action East Devon to continue to operate throughout that period. And so, the Trustees consider that the charity will continue as a going concern for at least the next twelve months.

The functional currency of the charity is Pounds Sterling.

b) Income

Grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance. Where income is received in advance of performance its recognition is deferred and included in creditors. Where entitlement occurs before income is received the income is accrued.

c) Expenditure

Expenditure is recognised on an accruals basis when a liability is incurred. Expenditure includes attributable VAT which cannot be recovered.

Allocation of Expenditure: Management and administration and support costs comprise all the expenditure of the Charity. The Charity does not provide direct grants for Charitable purposes.

d) Fund Accounting

General unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds are unrestricted funds which the trustees have decided to set aside for a specific purpose.

Restricted funds are funds to be used in accordance with specific restrictions imposed by the donor or which have been raised by the charity for particular purposes. Expenditure which meets the criteria specified is charged to the fund.

Action East Devon Limited
Notes to the Financial Statements (continued)
Year Ended 31 March 2024

e) Tangible Fixed Assets and Depreciation

Fixed assets costing in excess of £250 are shown on the balance sheet at historical cost less depreciation. Depreciation is calculated at the following rates to write off the cost less residual value of each asset over its expected useful life:

Fixtures and fittings	40% Reducing Balance
Computer and office equipment	50% Reducing Balance
Project equipment	50% Reducing Balance

f) Operating Leases

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

g) Pensions

The Charity pays contributions equivalent to 5% of qualifying earnings where the staff make at least some contribution.

h) Financial Instruments

Action East Devon only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. The Charity currently holds:

- Trade debtors and trade creditors; details of these can be found in notes 8 and 9.

2. Donations and Legacies

	Total 2024 £	Total 2023 £
Albert Hunt Trust	3,000	2,000
Awards for All	-	10,000
Axminster Care	5,000	-
Axminster Town Council	-	1,500
Big Lottery	25,000	50,000
Devon County Council	1,000	5,000
DYS Space	4,500	-
E Devon District Council	3,510	10,375
Herefordshire Community Foundation	-	1,000
Honiton League of Friends	10,740	10,740
Norman Family Trust	-	1,000
Northbrook Trust	13,500	-
Other Donations	7,664	12,660
Ottery St Mary Town Council	12,500	-
Sid Valley Help Scheme	8,333	8,000
VOYC Devon	-	500
	94,747	112,775

Included in the total of £94,747 (2023: £112,775) is restricted income of £91,490 (2023: £101,837). All other income is unrestricted.

Action East Devon Limited
Notes to the Financial Statements (continued)
Year Ended 31 March 2024

3. Income from Charitable Activities

	Total 2024 £	Total 2023 £
Contract delivery	4,818	-
	<u>4,818</u>	<u>-</u>

Included in the total of £4,818 (2023: £nil) is restricted income of £nil (2023: £nil). All other income is unrestricted.

4. Expenditure on charitable activities

	Note	Total 2024 £	Total 2023 £
Volunteer travel and expenses		574	292
Training		72	34
Direct project costs		9,552	10,377
PR, advertising and website		1,090	2,951
Rent and property costs		3,600	15,327
Staff travel, training and events		4,440	1,581
Stationery, telephone and office expenses		6,120	4,462
Insurances		1,168	1,375
Bank charges		60	72
Salaries, recruitment and staff welfare		127,379	142,776
Legal and professional fees		-	198
Redundancy costs		-	1,676
Depreciation		444	885
(Profit)/loss on disposal		-	261
Governance costs	5	2,943	3,516
		<u>157,442</u>	<u>185,783</u>

Included in the total of £157,442 (2023: £185,783) is expenditure on restricted funds of £131,525 (2023: £141,994). All other expenditure is unrestricted.

5. Governance costs

	2024 £	2023 £
Board expenses and recruitment	216	216
Independent examination and accountancy	2,727	3,300
	<u>2,943</u>	<u>3,516</u>

All expenditure on governance costs was unrestricted.

Action East Devon Limited
Notes to the Financial Statements (continued)
Year Ended 31 March 2024

6. Employees

	2024	2023
	£	£
Salaries and wages	119,948	133,928
Social security costs	1,802	3,000
Pension contributions	2,951	3,460
	124,701	140,388

The average number of employees during the year was 6 (2023: 7) and the average number of full-time equivalents during the year was 4 (2023: 4). No employees received payment in excess of £60,000.

The key management personnel of the charity are considered to be all the members of the Operational Management Team, whose employee benefits total £28,082 (2023: £39,455). There is currently 1 member of the Operational Management Team (2023: 1).

7. Tangible Fixed Assets

	Computer and office equipment	Project equipment	Total
	£	£	£
Cost at 1 April 2023	6,587	1,162	7,749
Additions	-	-	-
Disposals	-	-	-
Cost at 31 March 2024	6,587	1,162	7,749
Depreciation at 1 April 2023	5,764	1,099	6,863
Charge for the year	412	32	444
Eliminated on disposal	-	-	-
Depreciation at 31 March 2024	6,176	1,131	7,307
At 31 March 2024	411	31	442
At 31 March 2023	823	63	886

8. Debtors

	2024	2023
	£	£
Trade debtors	833	-
Other debtors	1,712	1,713
Prepayments and accrued income	811	1,273
	3,356	2,986

Action East Devon Limited
Notes to the Financial Statements (continued)
Year Ended 31 March 2024

9. Creditors: Amounts falling due within one year

	2024	2023
	£	£
Trade creditors	2,117	2,802
Accruals	3,870	3,542
Pensions and salaries	178	-
Social security costs	1,055	1,887
	7,220	8,231

10. Unrestricted Funds

	Funds brought forward	Income	Expenditure	Transfers	Funds as at 31 March 2024
	£	£	£	£	£
General fund	35,409	10,743	(28,437)	20,455	38,170
Designated fund	49,544	-	-	(36,064)	13,480
	84,953	10,743	(28,437)	(15,609)	51,650

A designated fund has been set aside to cover funding shortfalls in projects that are considered essential to the charity's objectives. The amount designated has been decreased from £49,544 to £13,480 during the year.

11. Restricted Funds

	Funds brought forward	Income	Expenditure	Transfers	Funds as at 31 March 2024
	£	£	£	£	£
Headlight Primary School	36,967	91,490	(127,376)	14,982	16,063
Workshops	982	-	-	(982)	-
Youth Voice	500	-	(206)	-	294
Mental Health Training	2,334	-	(3,943)	1,609	-
	40,783	91,490	(131,525)	15,609	16,357

Action East Devon Limited
Notes to the Financial Statements (continued)
Year Ended 31 March 2024

11. Restricted Funds (continued)

Name of Fund	Description, nature and purpose of the fund
Headlight	Funds received from a range of sources, including trust funds, community groups and individuals, to provide early intervention support for young people experiencing mental health issues, and their parents and carers.
Primary School Workshops	To support the transition of primary school pupils into secondary schools. This project did not proceed as planned but permission was obtained for the funder to use remaining monies to support our existing school mentoring service.
Youth Voice	To provide a sounding board and focus group to allow young people to be heard.
Mental Health Training	To train a member of staff to an adequate and appropriate level to deliver the high level training ' Mental Health First Aid' as agreed with MHFA England as well as the design and delivery of various other forms of mental health awareness training in the community.

2023 – Comparative

	Funds brought forward	Income	Expenditure	Transfers	Balance at 31 March 2023
	£	£	£	£	£
Headlight	34,848	98,837	(129,694)	32,976	36,967
Primary School Workshops	-	1,000	(18)	-	982
Forget Me Not	9,864	-	(8,888)	(976)	-
Music Memories and Me	3,044	-	(3,044)	-	-
Youth Voice	-	500	-	-	500
Mental Health Training	1,184	1,500	(350)	-	2,334
	<u>48,940</u>	<u>101,837</u>	<u>(141,994)</u>	<u>32,000</u>	<u>40,783</u>

Action East Devon Limited
Notes to the Financial Statements (continued)
Year Ended 31 March 2024

12. Analysis of Funds

	General fund	Designated fund	Restricted fund	Total funds 2024	Total funds 2023
	£	£	£	£	£
Fixed assets	442	-	-	442	886
Net current assets	37,728	13,480	16,357	67,565	124,850
	<u>38,170</u>	<u>13,480</u>	<u>16,357</u>	<u>68,007</u>	<u>125,736</u>

2023 – Comparative

	General fund	Designated fund	Restricted fund	Total funds 2023	Total funds 2022
	£	£	£	£	£
Fixed assets	886	-	-	886	2,032
Net current assets	34,523	49,544	40,783	124,850	195,068
	<u>35,409</u>	<u>49,544</u>	<u>40,783</u>	<u>125,736</u>	<u>197,100</u>

13. Contingent Liabilities

The charity had no contingent liabilities at 31 March 2024.

14. Operating lease commitments

The charity had no material non-cancellable lease commitments at 31 March 2024.

15. Members' Liability

The company is limited by guarantee. At 31 March 2024, there were 6 members, whose maximum liability in the event of the company being wound up is £10 each.

16. Transactions with Trustees and Other Connected Persons

There were no transactions with Trustees or other connected person in the year.

During the period Trustees received a total of £126 (2023: £9) in respect of reimbursed expenses incurred on behalf of the Charity.

17. Related Party Transactions

There were no related party transactions requiring disclosure during the year.

Action East Devon Limited
Notes to the Financial Statements (continued)
Year Ended 31 March 2024

18. Reconciliation of net income/(expenditure) to net cash flows from operating activities

	2024	2023
	£	£
Net expenditure for the reporting period	(57,729)	(71,364)
Adjustments for:		
Depreciation charge	444	885
Investment income	(2,668)	(1,644)
Loss on disposal of fixed assets	-	261
(Increase)/decrease in debtors	(370)	(364)
Increase/(decrease) in creditors	(1,011)	(2,731)
	<hr/>	<hr/>
Net cash (used in)/provided by operating activities	(61,334)	(74,957)