

REGISTERED COMPANY NUMBER: 6883950 (England and Wales)  
REGISTERED CHARITY NUMBER: 1141396

**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2024**  
**FOR**  
**SWAN ADVICE NETWORK**



## **SWAN ADVICE NETWORK**

### **REPORT OF THE EXECUTIVE COMMITTEE FOR THE YEAR ENDED 31 MARCH 2024**

#### **Purpose**

Swan's purpose, as set out in its Memorandum and Articles of Association is to provide a range of advice and access services aimed at alleviating need and hardship in Bath and North East Somerset (BANES) and the surrounding areas. To achieve this purpose the charity pursues the following objectives:

- To provide transport to access services and activities
- To support tackling loneliness in our communities, including through transport services
- To provide advice
- To work with other agencies to target services and improve access to services
- To maintain the process of organisational development
- To establish continuous streams of funding for Swan's work

#### **Organisational Development**

Swan reviews its activities each year looking at what we have achieved and the outcomes of our work. The review looks at the success of each activity and the benefits brought to the people we are set up to help. We have referred to the information contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

This year our member of staff who had been taken on for our Young Volunteer's project, transferred to the new role of Development Officer when the funding for our Young Volunteers work came to an end in July. We obtained a Resilience Grant to fund this position for 6 months and she reduced her hours from 30 to 25 per week. In November, we were presented with an award for Innovation in Volunteering from The Community Transport Association for our work with young volunteers.

Our Transport Administrator left us in August. A new member of staff started in October, but the Development Officer was needed to help with frontline bookings throughout the transition period and while the Administrator was learning the ropes. This has hampered some of the developments we were hoping to make during this financial year, but decided to make the position of Development Officer permanent.

In the last quarter of the financial year, we became aware that the trustees of the building we occupy, and that is our registered charity address, were facing some difficulties. We started at that point therefore to search for other office premises that we might be able to relocate to, and started to clear 20 years of history that had gathered in our existing office. The trustees present their strategic report for the year ended 31 March 2024.

We took on a self employed fundraiser from February as a pilot. This has meant that more time could be devoted to finding funding than the CEO was able to give.

#### **How our Activities Deliver Public Benefit**

The summary of Swan's main activities and those we help is below. Our purpose limits the services we provide to residents in BANES and the surrounding areas and our funding limits the number of people we can help. Our services are provided free to our clients although we accept donations towards the costs of our transport journeys.

## **SWAN ADVICE NETWORK**

### **REPORT OF THE EXECUTIVE COMMITTEE FOR THE YEAR ENDED 31 MARCH 2024**

#### **Achievement and Performance**

##### **Volunteer Transport Scheme**

Swan's transport falls into 3 projects: Supporting People, Community Transport and Access to Health. The Supporting People project provides transport to enable clients of Social Services to access a range of activities, whether it be shopping or attending a luncheon club, day care or further education. It is also used to enable disabled people on low income to access activities that they would not otherwise be able to get to. The Access to Health project enables passengers to get to health related appointments and this year has again included journeys to Covid vaccinations, and Community Transport covers any other destinations.

In total Swan's transport service has undertaken 4187 journeys this year, which is about 2% lower than the previous year, and still only 83 % of the pre COVID level. The BANES funded Supporting People transport undertook 2133 journeys – a 4% increase on last year. Swan undertook 915 health related journeys (a 15% fall on last year when there was still more of a demand for COVID vaccination journeys) and 1161 other journeys which is about the same as last year. Swan has averaged 349 journeys per month.

##### **Young Volunteers Project**

This pilot project is funded by the Department of Transport, through the Community Transport Association. Swan is one of 18 projects funded looking at Tackling Loneliness and Isolation Through Transport. Our project intention was to engage those young people aged between 18 and 25 and experiencing some isolation, to volunteer with Swan. Finding and engaging these young people has been challenging and the project evolved from the original idea of volunteer drivers. Those who could drive and had a car were less likely to be isolated themselves. Only one of the young volunteers had a car and has been driving for us. The other volunteers have been involved with meeting our passengers and helping at Cuppa and Chat, and helping in the office. The volunteers have given their comments on our website, and one has been involved in planning the layout and content of Swan's new website for next year.

##### **Cuppa and Chat**

This project is an opportunity to bring Swan's lonely and isolated passengers together. We have held meetings this year every 2 or 3 weeks with up to 16 passengers attending. We have used a local community minibus to help with some of the transport. At the end of this financial year that minibus charity folded, and the minibus passed to the local Age UK who still allow us to hire the bus whenever a driver is available. The minibus charity trustees chose Swan as one of the benefactors of their money when the charity closed. We have 18 active participants in Cuppa and Chat. 16 live alone, and 4 are visually impaired. Swan uses a local café of another charity as our main venue for Cuppa and Chat with trips to other local cafes in the area for some variety. This year the young volunteers from our project have been involved with Cuppa and Chat and our passengers have enjoyed their company. The young volunteers hosted a successful afternoon tea with passengers favourite music. Other treats have included children from a local pre school visiting and spending time at Cuppa and Chat which everyone really enjoyed.

## **SWAN ADVICE NETWORK**

### **REPORT OF THE EXECUTIVE COMMITTEE FOR THE YEAR ENDED 31 MARCH 2024**

#### **Use of Volunteers**

Swan has had 33 drivers registered with us, though 6 had been off long term by the end of the financial year. In any one month we had a maximum of 29 drivers actively involved. We have welcomed 8 new drivers, and 6 drivers left during the year, some for health reasons. In addition to our Young Volunteers who have helped with Cuppa and Chat and some driving, we have had an administration volunteer working in the office for 4 hours a week. Our 5 trustees are all volunteers who give up their time to attend meetings and to oversee Swan's progress.

#### **Financial Review**

Incoming resources for the year amounted to £142,617 and expenditure was £138,137.

#### **Reserves Policy**

The Executive Committee has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets (the free reserves) held by the charity should be at least 3 months operating costs (circa £33,000) and are now designated for this purpose. General fund in 2023/24 was £13,020.

In addition, Swan has established designated funds for a sickness reserve (£5000) and redundancy provision for a worse case scenario (£28236). This represents a reserves target of £66236. At this level the Executive Committee feels that Swan would be able to continue the usual activities of the charity in the event of a significant drop in funding. Were that to occur, it would obviously be necessary to consider how the funding would be replaced or activities changed.

#### **Risk Review**

A review of those risks that were identified as 'high' was updated in August 23. The major risks to funding are being addressed by seeking opportunities to diversify activities, such as the work on loneliness, and so open up the possibility of wider funding sources. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery of all operational aspects of the charity. These procedures are periodically renewed to ensure that they still meet the needs of the charity. A detailed financial policy defines clear financial responsibility, safeguards and accountability.

#### **Plans for the Future**

Swan will continue to do what is required to maintain its transport services and contacts with clients and groups that make referrals to our services. Swan will further the development of ideas as to how Swan can develop its services and contribute to tackling loneliness. These plans include effort to:

- Ensure our transport service evolves to meet any new demands
- recruit more drivers to ensure our ability to meet demand
- continue to explore new sources of funding
- extending Cuppa and Chat sessions
- evaluate how these sessions can link to other activities, possibly supported by other charities and organisations in BANES.

#### **Structure, Governance and Management**

Swan is a charitable company limited by guarantee, incorporated on 21 April 2009. It was originally registered with the Charity Commission as a charity on 30th October 1989. The company was established under a Memorandum of Association which established the objects of the charitable company, and it is governed under its Articles of Association. The liability of the members (the trustees) is limited. Under the Memorandum of Association, in the event of the charitable company being wound up its members may be required to contribute an amount not exceeding £10 to the company's assets.

**REPORT OF THE EXECUTIVE COMMITTEE  
FOR THE YEAR ENDED 31 MARCH 2024**

**Recruitment and Appointment of Executive Committee Members**

The directors of the company are also charity trustees for the purpose of charity law and under the company's Articles of Association are known as members of the Executive Committee. All members of the Executive Committee give their time voluntarily and receive no benefits from the charity.

At each annual general meeting, one third of members of the Executive Committee retire, based on length of service, and are eligible for re-appointment subject to available vacancies and to their recommendation for re-appointment by the Executive Committee. Appointment of new executive committee members is through a recruitment process, followed by a recommendation of the Executive Committee to the annual general meeting for formal approval. The recruitment process can include a variety of means and whenever necessary specific skills are sought. Prospective members initially meet with the CEO, and if both sides wish to proceed they are then invited to attend at least one meeting of the Executive Committee as an observer and to give more details of what they could contribute as a member. Their appointment may then proceed subject to first ascertaining that the applicant is eligible to become both a company director and a charity trustee.

**Trustees' responsibilities in relation to the financial statements**

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and UK Accounting Standards (UK Generally Accepted Accounting Practice). Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure of the charitable company for that period. In preparing these financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles of 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.

**Statement as to disclosure to our Independent Examiners**

In so far as the trustees are aware at the time of approving our trustees annual report:

- there is no relevant information, being information needed by the examiner in connection with preparing their report, of which the charitable company's examiner is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the examiner is aware of that information.

This report had been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime and Statement of Recommended Practice – Accounting and Reporting by Charities.

Approved by order of the board of trustees on 3 October 2024 and signed on its behalf by:



C Davis - Chair



Susan Charles – Vice Chair

## SWAN ADVICE NETWORK

### 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).

### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

### REFERENCE AND ADMINISTRATIVE DETAILS

#### Registered Company number

6883950 (England and Wales)

#### Registered Charity number

1141396

#### Registered office

Leigh House  
1 Wells Road  
Radstock  
Bath & N E Somerset  
BA3 3RN

#### Trustees

C Allen  
S M Charles  
C J Davis  
M Evans  
C D Gerrish

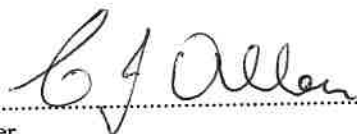
#### Company Secretary

S A Bright

#### Independent Examiner

PG Owen Limited  
Chartered Accountants  
124 High Street  
Midsomer Norton  
Bath  
Avon  
BA3 2DA

Approved by order of the board of trustees on 3 October 2024 and signed on its behalf by:



Treasurer



## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SWAN ADVICE NETWORK

### Independent examiner's report to the trustees of Swan Advice Network ('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

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.

Robin N Browning BA (Hons) FCCA FCA FAIA BFP

PG Owen Limited  
Chartered Accountants  
124 High Street  
Midsomer Norton  
Bath  
Avon  
BA3 2DA

Date: .....

2nd October 2024

**SWAN ADVICE NETWORK**

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

	Notes	Unrestricted funds £	Restricted fund £	2024 Total funds £	2023 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations		13,552	104,964	118,516	112,712
<b>Charitable activities</b>					
Activities to further charity's objectives		-	22,318	22,318	22,234
Investment income	2	<u>1,783</u>	<u>-</u>	<u>1,783</u>	<u>757</u>
<b>Total</b>		<u>15,335</u>	<u>127,282</u>	<u>142,617</u>	<u>135,703</u>
 <b>EXPENDITURE ON</b>					
Raising funds	3	7,125	-	7,125	7,000
<b>Charitable activities</b>					
Activities to further charity's objectives		<u>7,351</u>	<u>123,661</u>	<u>131,012</u>	<u>126,506</u>
<b>Total</b>		<u>14,476</u>	<u>123,661</u>	<u>138,137</u>	<u>133,506</u>
 <b>NET INCOME</b>		859	3,621	4,480	2,197
 <b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		<u>78,397</u>	<u>12,468</u>	<u>90,865</u>	<u>88,668</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>79,256</u></u>	<u><u>16,089</u></u>	<u><u>95,345</u></u>	<u><u>90,865</u></u>

The notes form part of these financial statements



# SWAN ADVICE NETWORK

## BALANCE SHEET 31 MARCH 2024

	Notes	Unrestricted funds £	Restricted fund £	2024 Total funds £	2023 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	8	-	1,360	1,360	532
<b>CURRENT ASSETS</b>					
Debtors	9	-	3,627	3,627	6,643
Cash at bank		<u>79,256</u>	<u>12,986</u>	<u>92,242</u>	<u>85,754</u>
		79,256	16,613	95,869	92,397
<b>CREDITORS</b>					
Amounts falling due within one year	10	-	(1,884)	(1,884)	(2,064)
<b>NET CURRENT ASSETS</b>		<u>79,256</u>	<u>14,729</u>	<u>93,985</u>	<u>90,333</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>79,256</u>	<u>16,089</u>	<u>95,345</u>	<u>90,865</u>
<b>NET ASSETS</b>		<u>79,256</u>	<u>16,089</u>	<u>95,345</u>	<u>90,865</u>
<b>FUNDS</b>	11				
Unrestricted funds				79,256	78,397
Restricted funds				<u>16,089</u>	<u>12,468</u>
<b>TOTAL FUNDS</b>				<u>95,345</u>	<u>90,865</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.

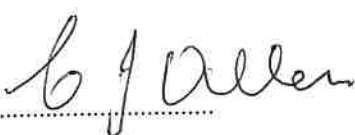
The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- 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 3 October 2024 and were signed on its behalf by:

  
Trustee

The notes form part of these financial statements

**SWAN ADVICE NETWORK**

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

	Notes	2024 £	2023 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	1	<u>6,072</u>	<u>(871)</u>
Net cash provided by/(used in) operating activities		<u>6,072</u>	<u>(871)</u>
<b>Cash flows from investing activities</b>			
Purchase of tangible fixed assets		(1,367)	-
Interest received		<u>1,783</u>	<u>757</u>
Net cash provided by investing activities		<u>416</u>	<u>757</u>
		<hr/>	<hr/>
<b>Change in cash and cash equivalents in the reporting period</b>		6,488	(114)
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u>85,754</u>	<u>85,868</u>
<b>Cash and cash equivalents at the end of the reporting period</b>		<u>92,242</u>	<u>85,754</u>

The notes form part of these financial statements

# SWAN ADVICE NETWORK

## 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)	4,480	2,197
Adjustments for:		
Depreciation charges	539	266
Interest received	(1,783)	(757)
Decrease/(increase) in debtors	3,016	(3,052)
(Decrease)/increase in creditors	<u>(180)</u>	<u>475</u>
Net cash provided by/(used in) operations	<u>6,072</u>	<u>(871)</u>

### 2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.23 £	Cash flow £	At 31.3.24 £
Net cash			
Cash at bank	<u>85,754</u>	<u>6,488</u>	<u>92,242</u>
	<u>85,754</u>	<u>6,488</u>	<u>92,242</u>
Total	<u>85,754</u>	<u>6,488</u>	<u>92,242</u>

The notes form part of these financial statements

**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.

**Income**

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

Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity when this can be quantified.

The value of services provided by volunteers has not been included in these Accounts.

Investment income is included when receivable.

Incoming resources from charitable trading activity are accounted for when earned.

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

**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.

Office Equipment        -    20% on cost

**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 in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the Executive Committee for particular purposes.

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.

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

**1. ACCOUNTING POLICIES - continued**

**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 in which they relate.

**2. INVESTMENT INCOME**

	2024	2023
	£	£
Deposit account interest	<u>1,783</u>	<u>757</u>

**3. RAISING FUNDS**

**Raising donations and legacies**

	2024	2023
	£	£
Staff costs	6,000	7,000
Support costs	<u>1,125</u>	<u>-</u>
	<u>7,125</u>	<u>7,000</u>

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

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

	2024	2023
	£	£
Independent Examination	880	838
Depreciation - owned assets	<u>539</u>	<u>266</u>

**5. 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.

**6. STAFF COSTS**

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

	2024	2023
Employees	6	5
Volunteers	<u>43</u>	<u>41</u>
	<u>49</u>	<u>46</u>

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

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

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted fund £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations	14,475	98,237	112,712
<b>Charitable activities</b>			
Activities to further charity's objectives	-	22,234	22,234
Investment income	<u>757</u>	<u>-</u>	<u>757</u>
<b>Total</b>	<u>15,232</u>	<u>120,471</u>	<u>135,703</u>
<b>EXPENDITURE ON</b>			
Raising funds	2,317	4,683	7,000
<b>Charitable activities</b>			
Activities to further charity's objectives	<u>-</u>	<u>126,506</u>	<u>126,506</u>
<b>Total</b>	<u>2,317</u>	<u>131,189</u>	<u>133,506</u>
<b>NET INCOME/(EXPENDITURE)</b>	12,915	(10,718)	2,197
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	<u>65,482</u>	<u>23,186</u>	<u>88,668</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>78,397</u>	<u>12,468</u>	<u>90,865</u>

8. TANGIBLE FIXED ASSETS

	Office Equipment £
<b>COST</b>	
At 1 April 2023	1,330
Additions	<u>1,367</u>
At 31 March 2024	<u>2,697</u>
<b>DEPRECIATION</b>	
At 1 April 2023	798
Charge for year	<u>539</u>
At 31 March 2024	<u>1,337</u>
<b>NET BOOK VALUE</b>	
At 31 March 2024	<u>1,360</u>
At 31 March 2023	<u>532</u>

# SWAN ADVICE NETWORK

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

### 9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Trade debtors	3,306	6,337
Prepayments and accrued income	<u>321</u>	<u>306</u>
	<u>3,627</u>	<u>6,643</u>

### 10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Trade creditors	1,004	1,264
Accrued expenses	<u>880</u>	<u>800</u>
	<u>1,884</u>	<u>2,064</u>

### 11. MOVEMENT IN FUNDS

	At 1.4.23	Net movement in funds	Transfers between funds	At 31.3.24
	£	£	£	£
<b>Unrestricted funds</b>				
General fund	9,543	859	2,618	13,020
Sickness Reserve Fund	5,000	-	-	5,000
Redundancy reserve	30,854	-	(2,618)	28,236
3 months operating costs	<u>33,000</u>	<u>-</u>	<u>-</u>	<u>33,000</u>
	78,397	859	-	79,256
<b>Restricted funds</b>				
Restricted	12,468	3,621	-	16,089
	<u>90,865</u>	<u>4,480</u>	<u>-</u>	<u>95,345</u>
<b>TOTAL FUNDS</b>				

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
General fund	15,335	(14,476)	859
<b>Restricted funds</b>			
Restricted	127,282	(123,661)	3,621
	<u>142,617</u>	<u>(138,137)</u>	<u>4,480</u>
<b>TOTAL FUNDS</b>			



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

11. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
<b>Unrestricted funds</b>				
General fund	6,882	12,915	(10,254)	9,543
Sickness Reserve Fund	5,000	-	-	5,000
Redundancy reserve	27,100	-	3,754	30,854
3 months operating costs	<u>26,500</u>	<u>-</u>	<u>6,500</u>	<u>33,000</u>
	65,482	12,915	-	78,397
<b>Restricted funds</b>				
Restricted	<u>23,186</u>	<u>(10,718)</u>	<u>-</u>	<u>12,468</u>
<b>TOTAL FUNDS</b>	<u>88,668</u>	<u>2,197</u>	<u>-</u>	<u>90,865</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	15,232	(2,317)	12,915
<b>Restricted funds</b>			
Restricted	<u>120,471</u>	<u>(131,189)</u>	<u>(10,718)</u>
<b>TOTAL FUNDS</b>	<u>135,703</u>	<u>(133,506)</u>	<u>2,197</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.24 £
<b>Unrestricted funds</b>				
General fund	6,882	13,774	(7,636)	13,020
Sickness Reserve Fund	5,000	-	-	5,000
Redundancy reserve	27,100	-	1,136	28,236
3 months operating costs	<u>26,500</u>	<u>-</u>	<u>6,500</u>	<u>33,000</u>
	65,482	13,774	-	79,256
<b>Restricted funds</b>				
Restricted	<u>23,186</u>	<u>(7,097)</u>	<u>-</u>	<u>16,089</u>
<b>TOTAL FUNDS</b>	<u>88,668</u>	<u>6,677</u>	<u>-</u>	<u>95,345</u>

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

11. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	30,567	(16,793)	13,774
<b>Restricted funds</b>			
Restricted	247,753	(254,850)	(7,097)
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>278,320</u>	<u>(271,643)</u>	<u>6,677</u>

12. RELATED PARTY DISCLOSURES

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

13. PURPOSE OF RESTRICTED RESERVES

Restricted Reserves amounting to £16,090 are being carried forward to be spent in the year ended 31 March 2024. This is made up as follows:

Donations from Keynsham Town Council with £150 remaining for use between the Community Transport Services and Access to Health, split £75 each.

Donations from Westfield Town Council with £300 remaining for use towards Community Transport Services, Access to Health and Cuppa and Chat.

Donations from Radstock Town Council with £1,000 remaining for use towards Community Transport Services, Access to Health and Cuppa and Chat.

Donation from the West of England Combined Authority with £5,890 remaining for use towards Community Transport.

Donations from Big Local with £350 remaining for use towards Cuppa and Chat.

Donations from the Masonic Lodge of which £400 remains for Access to Health, Community transport and Cuppa and Chat.

Donation from the Radstock & Midsomer Norton Community Minibus of £8,000 which remains unspent