



**Annual Report**  
**2020/2021**

Registered Charity No. 1152778

Company No. 5741949

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The Trustee Board presents its Annual Report and Financial Statements for the year ended 31 March 2021.

#### **Reference and Administrative Information**

Charity Name:	Vocal Advocacy
Charity Registration Number:	1152778
Company registration number:	5741949
Registered Office:	Vocal Advocacy Room DS 034 Dartington Space Dartington Hall Totnes Devon TQ9 6EN

*\*Vocal Advocacy is a Company Limited by Guarantee and for the purposes of the Memorandum and Articles of Association the Trustee directors are the members and have provided a limited personal guarantee.*

Trustee / directors	Margaret Cushen Janet Regan Alison Wood – to September 2020 Edward Jackson Roger Mann – from September 2020
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Company Secretary	Edward Jackson
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*\*Vocal Advocacy does not require an audit under Company Law or its Memorandum and Articles of Association*

Bankers:	Lloyds Bank 2 Palace Avenue Paignton TQ3 3ER
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## **Chair of Trustee's Statement**

Vocal Advocacy's purposes as set out in the objects contained in the company's memorandum of association are:

"The relief of persons with speech and communication difficulties by providing a service to assist those persons to realise their full potential and obtain their full rights as a citizen."

The Trustee Board meets on a regular basis to monitor operational and financial performance and to review Vocal's Strategic Plan with reference to its aims and objectives. During 20/21, as a result of the Covid pandemic, these meetings were held virtually by "Zoom." Our 2020 AGM was also held virtually: Margaret Cushen, Janet Regan, Edward Jackson and Roger Mann were elected as trustees.

Despite the Covid emergency, Vocal achieved some major strategic objectives for 20/21. We continued to deliver first rate advocacy for people with Learning Disabilities via our contracts in Devon and Torbay, albeit rarely face to face, and were both surprised and encouraged to find how much could be achieved through video calls. Members of our professional and experienced staff team already hold or are working towards an accredited advocacy qualification, including the completion of the Care Act module (City and Guilds 313). Other aspects of our business plan, such as marketing and service development had to be put on hold in the extraordinary circumstances.

Normally, Vocal holds quarterly meetings involving our members (people who have used our services) staff and volunteers to review our activities and plan the development of services. We have replaced these with virtual meetings of our network but inevitably they have been more restricted in scope. However out of this has grown a new initiative. Many of the people we support were extremely isolated in "Lockdown". In response to their wishes a weekly Zoom call is now organised involving members, volunteers and some of our staff, which is purely for social support and fun!

Vocal continues to be an active member and Strategic Partner of Devon Advocacy Consortium. Working within DAC enhances our ability to support vulnerable people and access skills and expertise from colleagues working in a wide range of fields. Due to the Covid pandemic this was a year like no other. Despite this Vocal staff found ways to deliver an excellent service in these unprecedented times.

Whilst there were no changes to our staff team, 2020/21 saw significant changes to the Trustee Board. In September 2020, Alison Wood stood down as Chair and left the board after 10 years. Edward Jackson stood down at the end of the financial year 2020/21, relinquishing his role of Treasurer after 5 years. I would formally like to record Vocal's thanks and gratitude for their commitment, hard work and service. During the year the board undertook a significant piece of work reviewing roles and responsibilities at management/trustee level. As a result of this Catherine Mundy took on additional delegated responsibilities becoming Chief Officer.

All our activities are focussed on supporting vulnerable people to speak up for themselves and be heard when decisions are being made about their lives. The trustees have considered the public benefit of the work of the charity; the details are outlined in the following report.

Janet Regan

Chair of Trustees

## Who Used and Benefited from our Service?

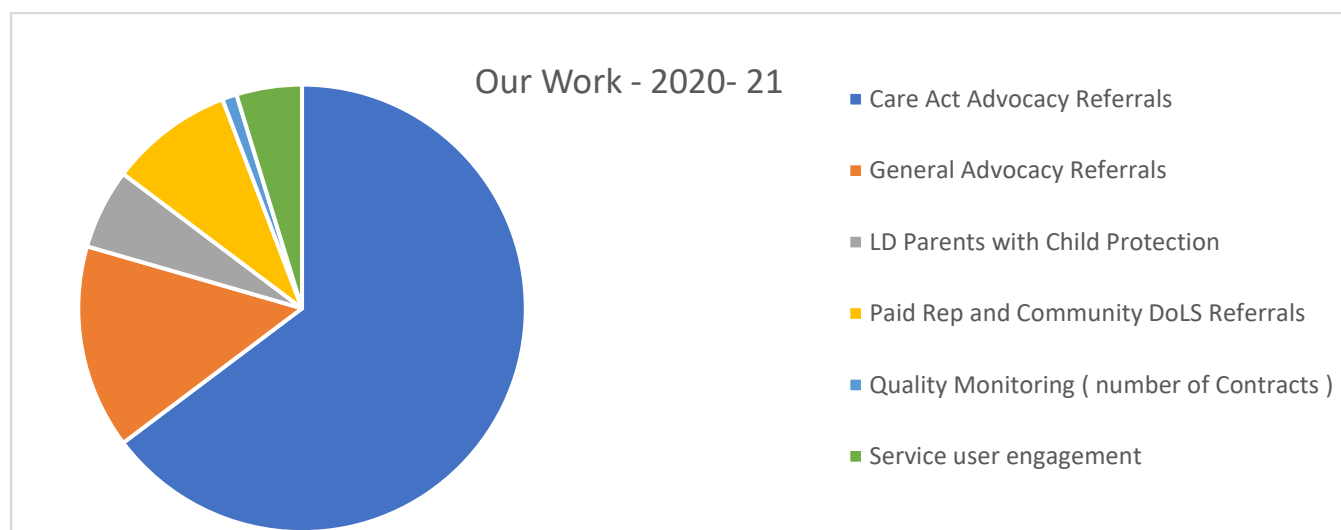
Vocal provides an independent service for people who have a learning disability and communication difficulty living in the south and west of Devon (including Torbay). Whilst the main focus of our work is issue based advocacy; Vocal can also provide other services, including a Paid Rep service for those who have a Deprivation of Liberty Safeguard in place, support planning, training, service user engagement and quality monitoring.

The Covid-19 pandemic has had an impact on all our work, it was expected that this would be significant, however the reality is that apart from not being able to facilitate training sessions or support planning the remainder of our service provision has been unaffected. Albeit we have had to be creative in our approach to service delivery.

Initially the restrictions imposed by the government meant that our face to face/ in person work was not possible. Many of the people we work with are in the clinically vulnerable group or live in care homes where visiting was restricted.

In order to maintain service delivery face to face/in person work was replaced with meeting via video link via teams or Zoom, or by conference call. Advocacy work was completed remotely by phone, email, examining records and providing reports. We continued to use our multimedia advocacy skills to deliver the service.

Throughout the year the restrictions have changed, our ability to provide face to face/ in person advocacy work then became subject to risk assessment. This risk assessment is subject to regular review and update. Our approach to service delivery has been flexible, at times adopting a hybrid approach to our work, reflecting the changing circumstances of each individual case.



The graph shows that the majority of our work this year has been in providing Care Act Advocacy for those who are eligible. General advocacy referrals, supporting parents with a learning disability with child protection procedures and our Paid Rep work making up another quarter of our work. Although taking a small proportion of this graph, service user engagement initiatives have been increased in our response to the pandemic. The graph does not show the proportion of time allocated to this work or the value it holds.

Vocal is a user led service. Our services are delivered by a team of staff, volunteers and service users. Vocal is committed to ensuring that the people who have used the service are able to contribute to the management of the organisation, they are central to decision making within the organisation, the development of the business plan and monitoring of its implementation.

Vocal is the only advocacy agency in the southwest trained by the RIX centre (East London University) to use technology to support people to communicate. We have been able to support people with a broad range of communication needs to make their voices heard, make informed choices and share these effectively with the people who support them. The use of these techniques has not been limited to our advocacy work; they are now embedded throughout the organisation. It also enabled us to respond quickly to a different approach required to continue to deliver services during the pandemic.

## **Independent Advocacy**

Independent issue based advocacy is the main focus of the organisation.

The introduction of The Care Act in 2015 and the associated changes to commissioning has meant that Vocal is commissioned to provide both statutory and non-statutory (generic) advocacy.

The majority of our work is commissioned by South Devon and Torbay Care Trust and Devon County Council via the Devon Advocacy Consortium. Our contract enables us to provide Statutory advocacy under the Care Act and Paid Rep service under the Mental Capacity Act.

Non-Statutory advocacy is not routinely funded by the Local Authority, funding received in the form of spot contracts and donations has allowed Vocal to provide some generic advocacy in South Devon and Torbay. Reinvestment of our reserves has enabled Vocal to fund a small post to provide generic advocacy and to increase service user engagement.

The breakdown of our advocacy work in this year is as follows:

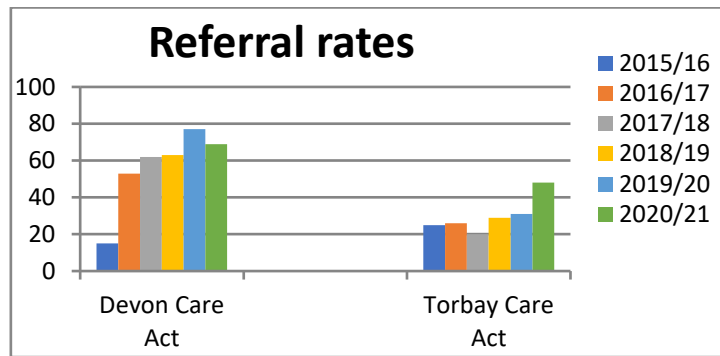
## **Statutory Advocacy**

### **Care Act Advocacy**

There is a statutory responsibility for the Local Authority to appoint an independent advocate for people who have a substantial difficulty in engaging in the local authority process (assessment of need, preparation of care and support plan, review of care and support plan, safeguarding and carers assessment) and have no one appropriate to support them.

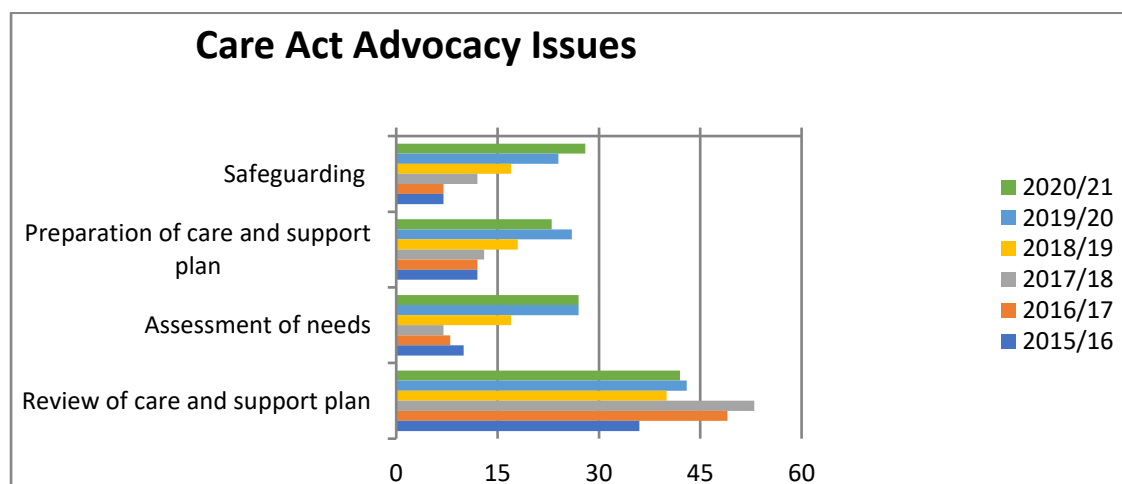
Awareness of the Care Act and of the Local Authorities responsibilities within the Act has led to an increase in referrals for people eligible to receive advocacy under the care act year on year.

It was anticipated that the arrival of Covid 19 and the associated restrictions would have an impact upon referral rates for our work. This coupled with the introduction of the Coronavirus Act 2020 which removed some of the obligations of the Local Authority regarding adult social care and therefore their need to appoint an advocate. It was expected that referral rates would fall dramatically. In practice this was not the case.



The above chart indicates the year on year increase in referrals in south and west Devon. Initially due to increased awareness of the legal requirement placed upon the Local Authority to instruct an advocate. The situation is different in Torbay where the referral rates had remained constant. These figures do not reflect the actual need for advocacy in Torbay, referral rates are typically lower in Torbay across all vulnerabilities.

In the current year there is a slight decrease in Devon based referrals, which is matched with an increase in referrals from Torbay.



Referral rates have remained constant throughout the year, with the exception of a sudden rise in referrals at the end of the 3<sup>rd</sup> period of Covid -19 restrictions: Quarter 4 of the financial year. We noted an increase in the number of safeguarding referrals and in the number of people who required an urgent assessment of their needs, help to prepare a support plan and a review of their care package. Referrals made due to changes in need or breakdown in current social care provision. Throughout the year referrals made for routine planned interventions by the Local Authority were in the minority.

### **Paid Representative Role**

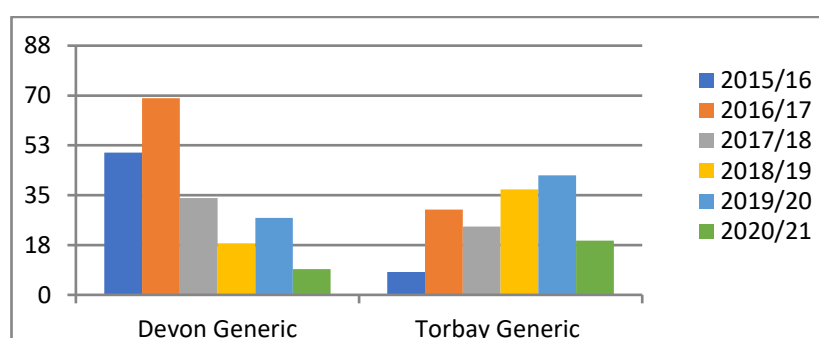
The Mental Capacity Act allows for safeguards to be put in place to protect people who require to be deprived of their liberty (DoLS). In these cases, a Paid Representative may be appointed. Vocal advocates have provided this role for several people living in Devon and Torbay.

## Non Statutory Advocacy

### General Advocacy

Vocal also provides non statutory advocacy for those who need advocacy support but are not eligible for an advocate to be appointed under the Care Act or the Mental Capacity Act. As the demand for Care Act Advocacy increased the need to find alternative ways to fund non statutory advocacy became more acute.

Vocal has used its own fundraising initiatives to support the provision of advocacy, the exception to this is when the advocacy work is commissioned on a spot purchase arrangement. In addition, general advocacy is also provided by our team of volunteers, Vocal is the only advocacy agency locally that uses volunteers to provide advocacy.



Over the years there has been a significant reduction in the number of referrals for generic advocacy in Devon. This can be attributed to the increase in the demand for Care Act Advocacy.

In Torbay referral rates are lower than Devon until 2018/19. This reflects the local authority change to move away from specialist learning disability social work teams and as a result a reduced awareness of our service. Significant efforts were made to raise awareness of advocacy; the positive impact of this has been realised. The increase in advocacy referrals in Torbay can be attributed to these efforts.

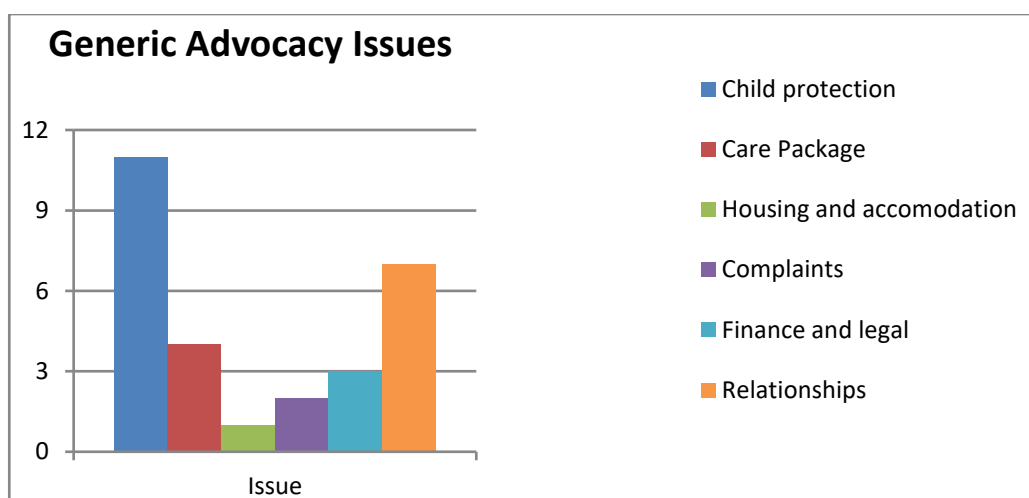
We do not feel that the referral rates for generic advocacy reflect the true need for our service. The reduction in referrals during this year can be directly attributed to the pandemic. With vulnerable people required to shield and local services closed or offering reduced services has meant that people who would usually be referred have less or are no longer in contact with those who would refer them. The number of self-referrals is also reduced.



## Advocacy for Parents with a Learning Disability

Vocal held a small contract with Torbay Children's Services to support parents with a learning disability whose children are subject to child protection procedures. This contract came to an end on 31<sup>st</sup> August 20. Advocacy support is now provided on a spot purchase arrangement either through the Local Authority or the Court.

Advocacy for parents requiring support with Child protection procedures living in Devon is also funded by children's services. This is also on a spot purchase arrangement. There has been a marked reduction in the number of referrals received for this work in Devon since the change in commissioning arrangements from adult to children's services.



Despite the changes in commissioning arrangements mid-way through the year the largest proportion of our generic advocacy work continues to be to support parents with a learning disability with child protection procedures.

Referrals to support people with relationships is also proportionately high. This understandable given the national restrictions in place and the impact these have had on wellbeing and relationships.

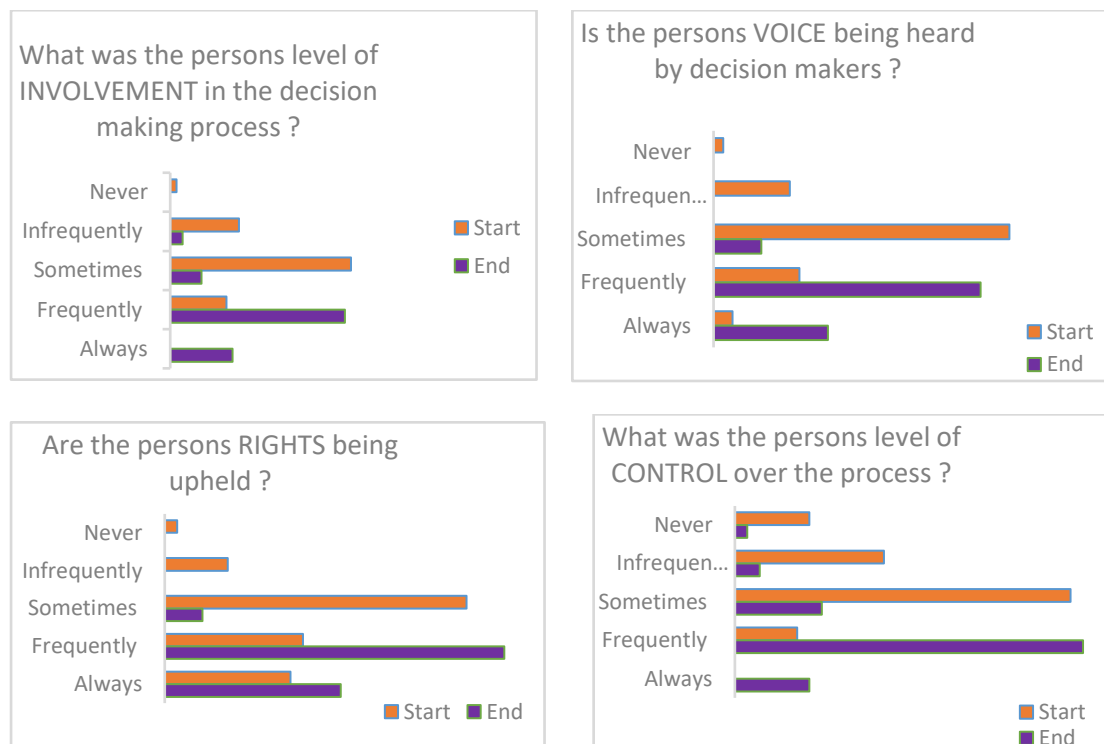
In this year there are no referrals for generic adult safeguarding cases, these had been decreasing year on year. However, the number of Care Act referrals for adult safeguarding has increased.

The Local Authority response to the pandemic has meant that fewer people are having routine re-assessment of their needs or reviews of care packages. Therefore, the need to support people, who do not meet the eligibility criteria for Care Act advocacy, who are having their care package re-assessed, and people who are experiencing changes to their housing or accommodation has reduced.

## The Benefits of Advocacy

We monitor the impact of the work that we do in several ways. We the ask the advocate to make a professional judgment at the start and end of each piece of work to identify the impact of advocacy.

We ask 4 questions:



The graphs show there is a definite shift in all areas from never/infrequently/sometimes to frequently or always. As a result of our work people are more involved in the decision-making process, their voice is heard by decision makers, their rights are upheld and in the vast majority of cases the person had a greater level of control over the process.

In addition, we ask, at the end of each case:

Did our involvement affect the decision made?

- Is the person protected from abuse?
- Did the person gain independence?
- Is the person more confident to self-advocate?

In all cases the answer was yes.

Satisfaction surveys are also sent out to service users. These can be returned anonymously. All the feedback received has been positive. All of the people who responded said that they would use Vocal again in the future and felt that they were listened to, and their concerns acted upon. We also receive compliments from professionals, parents and care providers.

- X is a great professional who has helped me with a number of issues, and I would recommend him to anybody. – Client

- I was happy working with X. I was very thankful to have X to help me work through my situation and I was very happy with the outcome. I would recommend Vocal Advocacy's services. – Client
- Thank you so much for your time and compassion with X. - Parent
- I hope to get the opportunity to work with you again. Thank you again - Social Worker
- Just to let you know J finally moved to XX on Friday and seems to be settling well. Thank you for all your help and support for J, you've been fantastic – Social Worker
- There are good advocates and not so good advocates, you are lucky to have X. I wish my other clients had an X to help them – legal rep
- You are a "miracle worker". Thanks for helping me with my finances – Client
- Thank you X for everything you do and your continued support for the clients in Kingsbridge and Ivybridge – Social Worker
- 'It really lifted X's spirits, thank you' – Provider

## **Service User Engagement and Quality Assurance**

### **Service User Engagement**

Vocal is a user led organisation. Our members, people who have used our service are actively encouraged to contribute to the management of the organisation and are central to decision making. The members support the organisation by providing feedback on new initiatives, contributing to our business plan and ensure that the focus of the organisation is maintained.

The pandemic has meant that we changed the way in which we engage with our members. We also recognised that as a vulnerable group they may be adversely affected by the restrictions imposed and would have reduced opportunities for support. As a result, we increased our engagement from monthly to weekly, setting up weekly zoom meetings and introducing a monthly internal newsletter. All members of the organisation are invited to attend and contribute, including board members and the staff team. The focus on promoting and supporting wellbeing, boosting morale and providing opportunity for social engagement, reducing isolation.

In celebration of Advocacy Awareness Week, our members developed a newsletter outlining the benefits of advocacy. They explained what advocacy is and the benefits of advocacy and interviewed an advocate. To raise the profile of advocacy the newsletter was distributed widely amongst local providers and people who use services.

We also celebrated Learning Disability Week, where our members took part in different art and craft activities.

The changes that we have made to the way in which we engage with our members has had an immeasurable benefit to the organisation. The overall quality of our own service user engagement, although good before the pandemic is vastly improved. All involved feel supported and good working relationships have been consolidated, the use of zoom has removed geographical boundaries and people have learned new skills.

Our service user engagement initiatives on behalf of other providers have been put on hold due to the restrictions imposed due to the pandemic. In previous years local providers have commissioned Vocal to facilitate service user engagement within their own organisations, this has included facilitating house meetings, supporting people to attend and contribute to their organisational

meetings where there is a focus on user engagement at a managerial level, and to support people to complete satisfaction surveys as part of the organisation's quality monitoring process. We expect this work to recommence once the restrictions on visiting care homes are lifted.

### **Quality Assurance**

Vocal is commissioned by local providers and the Local Authority to complete a quality audit work that enables them to monitor the quality of the service delivered. We complete 'spot checks' which take place at a frequency agreed with the commissioners, these can be unannounced visits, we spend time talking with the client, staff and reviewing records.

We attend reviews if this is appropriate. We give both positive and negative feedback to the commissioners and the service providers, following our visits. This is particularly helpful to 'out of county' authorities who have placed people locally, where it is not cost effective for them to travel to visit the individual on a regular basis or for authorities placing people with complex needs who required additional monitoring.

Our work to ensure the delivery of individual packages of care has continued throughout the pandemic.

### **Advocacy Awareness Training**

Our training activities have been put on hold during the pandemic. However Vocal can provide advocacy awareness training; we run courses aimed at care staff from all sectors, explaining what advocacy is and the role of an advocate. These are ½ day events to give a basic understanding of advocacy, how and when to make a referral. We have found it hugely beneficial to train both service users and their support staff during the same session.

Our team of trainers are experienced in advocacy either as advocates or as experts by experience - people who have received our service and now work as volunteers within the organisation.

In addition to advocacy awareness, we can be commissioned to provide bespoke training packages, either to whole staff teams or service user groups.

**Multimedia Advocacy** - Vocal is the only advocacy agency in the South West to hold trainer status, accredited by the RIX Centre (East London University). We offer bespoke training packages to service users and care providers. The tools we use are not limited to advocacy or planning but can be used on a day-to-day basis to support effective communication.

## **Our Own Quality Assurance**

Vocal has systems in place to monitor and improve the quality of the service that is provided. In addition, at the end of each piece of work satisfaction surveys are sent out, the feedback we get is really positive. All the feedback we received confirmed that the people who used Vocal felt that their advocates listened to them and treated them well. All would use Vocal again in the future if they needed to.

Vocal is a user led organisation. People who have used our service are invited to become members. The members support the organisation by providing feedback on any new initiatives, contribute to the implementation of our business plan and ensuring that the focus of the organisation is maintained.

Any complaints received or concerns raised are thoroughly investigated and learning identified to ensure we can develop practice and share learning.

The Quality Performance Mark for advocacy agencies (QPM) is a quality assessment and assurance system for providers of independent advocacy, it provides a robust benchmark to assess advocacy services. To gain the award organisations have to complete a rigorous self- assessment, policy review and site visit by the assessor. The QPM is awarded to organisations who can demonstrate they are providing excellent services. Vocal held this award which was valid for 3 years (until March 2019). Over the past year we have been working on the resubmission of evidence to achieve this award. We have initiated the assessment process and are currently completing the desk top study element of this accreditation; it is intended that the assessment will be completed in the coming months.

## **Managing Risk**

Vocal policy and procedures ensure that risk management strategies are in place to support the staff, and the organisation. These include the organisation's position statement and risk management strategies in response to the Covid-19 pandemic, safe recruitment, lone working, health and safety and environmental risk assessments. These are subject to regular reviews and updates. Operational risks are reviewed and monitored as part of the organisation's strategic plan.

## **Data Protection**

Vocal has policies and procedures in place to ensure the protection of personal and sensitive data. These are subject to regular review in light of the GDPR which came into effect on 25<sup>th</sup> May 2018 and the data protection Act 2018.

## **Our Plans for Next Year**

Our primary aim for the coming year is to support the organisation to return to 'normal' working practices following the extended period of Covid -19 restrictions. This will include recommencing the activities that were put on hold during the pandemic.

Other aims are similar to previous years; Vocal is committed to ensuring that the quality of the service that we provide is maintained, there is an on-going requirement to secure funding to continue to meet the demand and a wish to expand our services so that a greater number of people can benefit.

Our plans include:

1. To achieve QPM status.
2. Further develop the service user engagement initiatives commenced during the past year.
3. Continue to support generic advocacy work.
4. Undertake targeted volunteer recruitment; not only to meet the demand for our work, but also in fundraising, marketing and increase membership of the board of trustees.

### **Treasurer's Financial Review.**

In the year to 31 March 2021, we made a surplus of £4000. Due to the pandemic, staff travel costs were much reduced. Our income from spot contracts continued to increase slightly, although we think the changes in legislation around Deprivation of Liberty Safeguards may reduce this in the future. Our reserves as we move into 2021/22 stand at £56000, although we have committed £23,000 over the next two years, to fund general advocacy and the renewal of our quality mark.

We also hold a restricted donation of £1250 for service development.

Our contract with the Devon Advocacy Consortium comes to an end in 2023 and our lease on the office is coming up for renewal, both of which mean our reserves are essential to help us address any changes that arise. In line with our reserves policy, we need to hold back a contingency to cover a "worst case scenario ", where Vocal might become financially unsustainable due to loss of major contracts or other factors. The calculations include office rental, redundancy, staffing and running costs during a three-month wind down period.

Given the commitments above, our "free" reserves are around £6000.

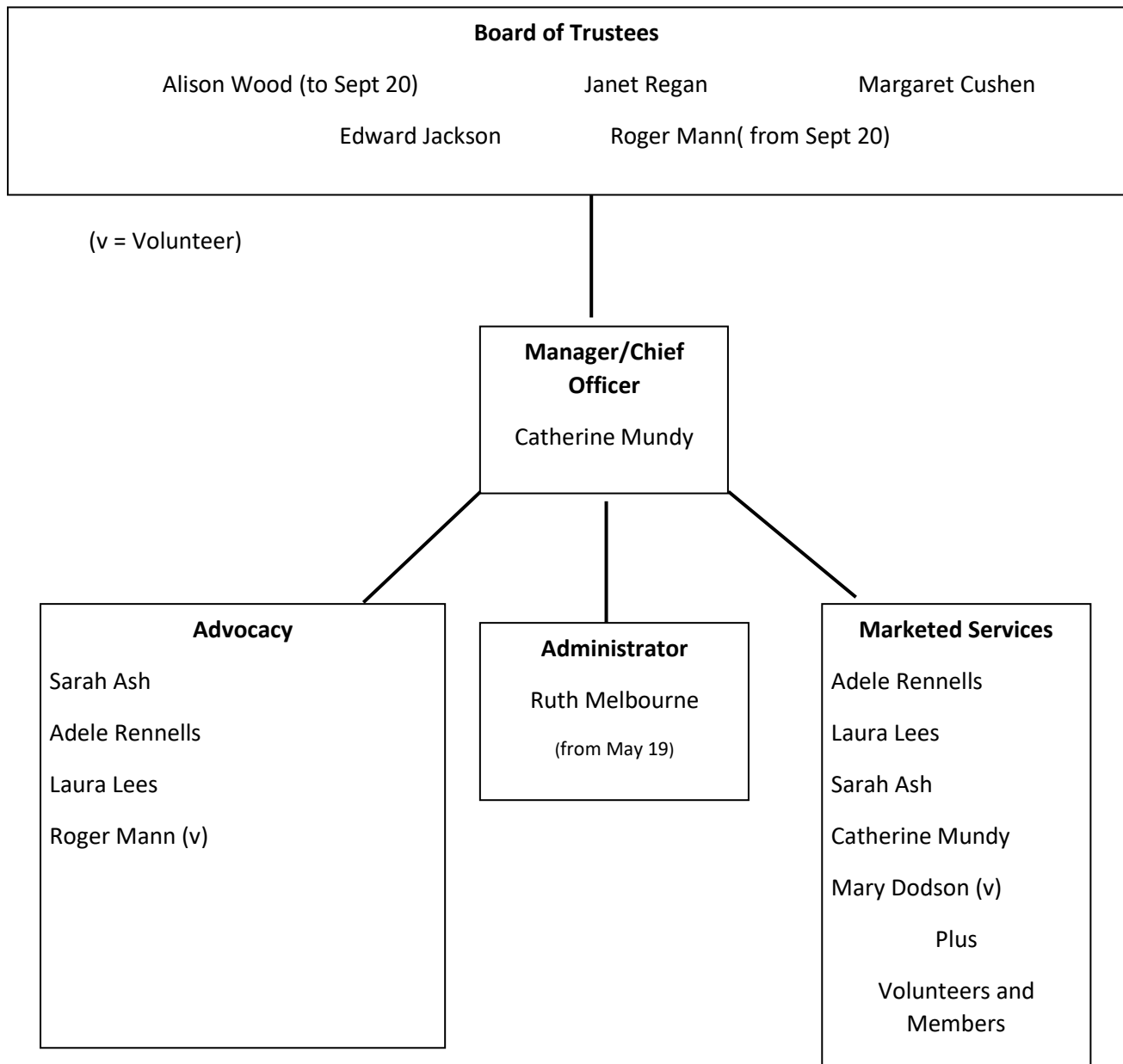
We all hope face to face meetings between advocates and their clients, members meetings and quarterly meetings of members staff and trustees can return! However, zoom has given us a way to continue to meet when travel is not possible which is a big positive outcome of COVID for us.

Margaret Cushen – Treasurer

# Vocal Advocacy



## Organisational Structure



Vocal Advocacy		1152778		
Annual accounts for the period				
Period start date	Apr 1, 20	To	Period end date	Mar 31, 21

## Section A Statement of financial activities

### Recommended categories by activity

#### Incoming resources (Note 3)

##### Income and endowments from:

Donations and legacies

Charitable activities

Other trading activities

Investments

Separate material item of income

Other

##### **Total**

#### Resources expended (Note 6)

##### Expenditure on:

Raising funds

Charitable activities

Separate material item of expense

Other

##### **Total**

#### Net income/(expenditure) before investment gains/(losses)

Net gains/(losses) on investments

#### Net income/(expenditure)

##### Extraordinary items

##### Transfers between funds

##### Other recognised gains/(losses):

Gains and losses on revaluation of fixed assets for the charity's own use

Other gains/(losses)

##### **Net movement in funds**

##### **Reconciliation of funds:**

Total funds brought forward

##### **Total funds carried forward**

Guidance Notes

	Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total funds £ F04	Prior year funds £ F05
S01	69,684	-	-	69,684	81,539
S02	9,802	-	-	9,802	6,594
S03	-	-	-	-	1,000
S04	187	-	-	187	212
S05	-	-	-	-	-
S06	-	-	-	-	-
S07	79,673	-	-	79,673	89,345
S08	375	-	-	375	640
S09	75,291	-	-	75,291	81,279
S10	-	-	-	-	-
S11	-	-	-	-	-
S12	75,666	-	-	75,666	81,919
S13	4,007	-	-	4,007	7,426
S14	-	-	-	-	-
S15	4,007	-	-	4,007	7,426
S16	-	-	-	-	-
S17	-	-	-	-	-
S18	-	-	-	-	-
S19	-	-	-	-	-
S20	4,007	-	-	4,007	7,426
S21	51,119	1,250	-	52,369	44,943
S22	55,126	1,250	-	56,376	52,369



## Section B

## Balance sheet

		Guidance Notes	Unrestricted funds	Restricted income funds	Endowment funds
			£	£	£
			F01	F02	F03
<b>Fixed assets</b>					
Intangible assets	(Note 15)	B01	-	-	-
Tangible assets	(Note 14)	B02	1,922	-	-
Heritage assets	(Note 16)	B03	-	-	-
Investments	(Note 17)	B04	-	-	-
<b>Total fixed assets</b>		B05	1,922	-	-
<b>Current assets</b>					
Stocks	(Note 18)	B06	-	-	-
Debtors	(Note 19)	B07	6,933	-	-
Investments	(Note 17.4)	B08	-	-	-
Cash at bank and in hand	(Note 24)	B09	46,271	1,250	-
<b>Total current assets</b>		B10	53,204	1,250	-
<b>Creditors: amounts falling due within one year</b>					
	(Note 20)	B11	-	-	-
<b>Net current assets/(liabilities)</b>		B12	53,204	1,250	-
<b>Total assets less current liabilities</b>		B13	55,126	1,250	-
<b>Creditors: amounts falling due after one year</b>					
	(Note 20)	B14	-	-	-
<b>Provisions for liabilities</b>		B15	-	-	-
<b>Total net assets or liabilities</b>		B16	55,126	1,250	-
<b>Funds of the Charity</b>					
Endowment funds	(Note 27)	B17	-		
Restricted income funds	(Note 27)	B18		1,250	
Unrestricted funds		B19	55,126		-
Revaluation reserve		B20			
<b>Total funds</b>		B21	55,126	1,250	-
Signed by one or two trustees on behalf of all the trustees			Signature		Print I



Total this year £ F04	Total last year £ F05
-	-
1,922	1,574
-	-
-	-
1,922	1,574

-	-
6,933	3,716
-	-
47,521	49,289
54,454	53,005

-	2,210
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54,454	50,795
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56,376	52,369
--------	--------

-	-
-	-

56,376	52,369
--------	--------

-	-
1,250	1,250
55,126	51,119
-	
56,376	52,369

Name	Date of approval dd/mm/yyyy

**Section C** **Notes to the accounts**

**Note 1 Basis of preparation**

**This section should be completed by all charities.**

**1.1 Basis of accounting**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

- and with\* ☒ the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014
- and with\* ☒ the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)
- and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.\*

Yes

\* -Tick as appropriate

**1.2 Going concern**

**If there are material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern, please provide the following details or state "Not applicable", if appropriate:**

An explanation as to those factors that support the conclusion that the charity is a going concern;

**The charity has sufficient financial resources to carry on its activities for the next twelve months**

Disclosure of any uncertainties that make the going concern assumption doubtful;

**Not applicable**

Where accounts are not prepared on a going concern basis, please disclose this fact together with the basis on which the trustees prepared the accounts and the reason why the charity is not regarded as a going concern.

**1.3 Change of accounting policy**

The accounts present a true and fair view and the accounting policies adopted are those outlined in note { }.

Yes\*

☒

No\*

☐

\* -Tick as appropriate

**Please disclose:**

<b>(i) the nature of the change in accounting policy;</b>	
<b>(ii) the reasons why applying the new accounting policy provides more reliable and more relevant information; and</b>	
<b>(iii) the amount of the adjustment for each line affected in the current period, each prior period presented and the aggregate amount of the adjustment relating to periods before those presented, 3.44 FRS 102 SORP</b>	

**1.4 Changes to accounting estimates**

No changes to accounting estimates have occurred in the reporting period (3.46 FRS 102 SORP).

Yes\*

☒

No\*

☐

\* -Tick as appropriate

**Please disclose:**

<b>(i) the nature of any changes;</b>	
<b>(ii) the effect of the change on income and expense or assets and liabilities for the current period; and</b>	
<b>(iii) where practicable, the effect of the change in one or more future periods.</b>	

**1.5 Material prior year errors**

No material prior year error have been identified in the reporting period (3.47 FRS 102 SORP).

Yes\*

☒

No\*

☐

\* -Tick as appropriate

**Please disclose:**

<b>(i) the nature of the prior period error;</b>	
<b>(ii) for each prior period presented in the accounts, the amount of the correction for each account line item affected; and</b>	
<b>(iii) the amount of the correction at the beginning of the earliest prior period presented in the accounts.</b>	

## Section C

### Note 2

### Accounting policies

*Please complete this note when first reporting under FRS2102. presented, if all are applicable.*

## 2.1 RECONCILIATION WITH PREVIOUS GOOD PRACTICE

**Please provide a description of the nature of each change in accounting policy**

--

### *Reconciliation of funds per previous GAAP to funds determined*

	Start of period £	End of period £
Fund balances as previously stated		
<i>Adjustments:</i>		

Fund balance as restated \_\_\_\_\_

### *Reconciliation of net income/(net expenditure) per previous FRS 102*

	End of period £
Net income/(expenditure) as previously stated	
<i>Adjustments:</i>	

Previous period net income/(expenditure) as restated \_\_\_\_\_  
\_\_\_\_\_

## Notes to the accounts

Section 35 of FRS102, requires 3 reconciliations to be

### GENERALLY ACCEPTED ACCOUNTING

--

etermined under FRS 102

ious GAAP to net income/(net expenditure) under

## Note 2

## Accounting policies

## 2.2 INCOME

*This standard list of accounting policies has been applied to the financial statements. If a different or additional policy has been adopted then this is disclosed in the notes.*

<b>Recognition of income</b>	<p>These are included in the Statement of Financial Activities</p> <ul style="list-style-type: none"> <li>• the charity becomes entitled to the income</li> <li>• it is more likely than not that the charity will receive the income</li> <li>• the monetary value can be measured reliably</li> </ul>
<b>Offsetting</b>	<p>There has been no offsetting of assets and liabilities or income and expenses permitted by the FRS 102 SOI</p>
<b>Grants and donations</b>	<p>Grants and donations are only included if the following criteria are met (5.10 to 5.12)</p>
<b>Legacies</b>	<p>In the case of performance related legacies, the charity has provided evidence that the legacy only occurs when the performance criteria are met.</p> <p>Legacies are included in the Statement of Financial Activities if the charity has received a grant of probate, the executor has accepted the legacy, the estate and any conditions attached to the legacy have been met.</p>
<b>Government grants</b>	<p>The charity has received government grants</p>
<b>Tax reclaims on donations and gifts</b>	<p>Gift Aid receivable is included in the Statement of Financial Activities. Any Gift Aid amount recovered is treated as an addition to the income. The terms of the appeal have specified that the charity is entitled to the Gift Aid.</p>
<b>Contractual income and performance related grants</b>	<p>This is only included in the Statement of Financial Activities if the charity has provided services or met the performance criteria specified in the contract.</p>
<b>Donated goods</b>	<p>Donated goods are measured at fair value (cost less exchanged) unless impracticable.</p> <p>The cost of any stock of goods donated is measured at the fair value of those gifts at receipt. In the reporting period, the cost of any stock of goods donated is measured as an expense at the carrying amount.</p> <p>Donated goods for resale are measured at the expected proceeds from sale less expected costs of sale from other trading activities' in the Statement of Financial Activities. On its sale the value of the goods donated is measured at the expected proceeds from other trading activities' and the proceeds from the sale of the goods donated are included in the Statement of Financial Activities.</p> <p>Goods donated for on-going use are measured at the fair value of those gifts at receipt and included in the SoFA as inventory.</p>

	Gifts in kind for use by the charity when receivable.
<b>Donated services and facilities</b>	Donated services and facilities the gift to the charity provides.  Donated services and facilities with an equivalent amount recorded in the SoFA.
<b>Support costs</b>	The charity has incurred expenditure.
<b>Volunteer help</b>	The value of any voluntary help in the trustees' annual report.
<b>Income from interest, royalties and dividends</b>	This is included in the accounts and can be measured reliably.
<b>Income from membership subscriptions</b>	Membership subscriptions received and Legacies.  Membership subscriptions where benefits are recognised as income from charitable activities.
<b>Settlement of insurance claims</b>	Insurance claims are only included if the criteria are met (5.10 to 5.12 in the SoFA).
<b>Investment gains and losses</b>	This includes any realised or unrealised gain or loss resulting from the year.

## 2.3 EXPENDITURE AND LIABILITIES

<b>Liability recognition</b>	Liabilities are recognised where there is a constructive obligation and the obligation can be measured reliably.
<b>Governance and support costs</b>	Support costs have been allocated to governance. Governance costs comprise a proportion of the total support costs, including compliance with regulation and other costs.  Support costs include central services and are allocated on a basis consistent with the categories of expenditure by floor areas, or per capita, or other appropriate basis.
<b>Grants with performance conditions</b>	Where the charity gives a grant on condition that the service or output to be provided meets certain criteria, the recipient of the grant has provided the service or output.
<b>Grants payable without performance conditions</b>	Where there are no conditions attached to the grant, the charity realistically avoid the commitment to pay the grant is not recognised.
<b>Redundancy cost</b>	The charity made no redundancy payments.

<b>Deferred income</b>	No material item of deferred i
<b>Creditors</b>	The charity has creditors whic discounts
<b>Provisions for liabilities</b>	A liability is measured on recc measured at the best estimat reporting date
<b>Basic financial instruments</b>	The charity accounts for basic paragraph 11.7 FRS102 SORP 11.19, FRS102 SORP.

## 2.4 ASSETS

<b>Tangible fixed assets for use by charity</b>	These are capitalised if they c  They are valued at cost.
<b>Intangible fixed assets</b>	The depreciation rates and m The charity has intangible fixe physical substance but are id or legal rights. The amortisat  They are valued at cost.
<b>Heritage assets</b>	The charity has heritage asse scientific, technological, geop maintained principally for the rates and methods used as di  They are valued at cost.
<b>Investments</b>	Fixed asset investments in qu valued at initially at cost and end. The same treatment is a measured reliably in which ca  Investments held for resale or maturity date of less than 1 y
<b>Stocks and work in progress</b>	Stocks held for sale as part of realisable value.  Goods or services provided as based on the service potentia  Work in progress is valued at
<b>Debtors</b>	Debtors (including trade debt settlement amount after any they are measured at the cas
<b>Current asset</b>	The charity has has investme equivalents with a maturity d



**Current asset  
investments**

equivalents with a maturity of  
equivalents with a maturity of  
to meet short term cash com

They are valued at fair value

**POLICIES ADOPTED  
ADDITIONAL TO OR  
DIFFERENT FROM  
THOSE ABOVE**

by the charity except for those ticked "No" or "N/a". Where a  
detailed in the box below.

Statement of Financial Activities (SoFA) when:

related to the resources;

that the trustees will receive the resources; and  
be measured with sufficient reliability.

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

of assets and liabilities, or income and expenses, unless required or  
FRP or FRS 102.

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

included in the SoFA when the general income recognition  
FRS102 SORP).

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

related grants, income must only be recognised to the extent  
the specified goods or services as entitlement to the grant  
related conditions are met (5.16 FRS 102 SORP).

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

SoFA when receipt is probable, that is, when there has been  
resources have established that there are sufficient assets in the  
related to the legacy are either within the control of the

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Government grants in the reporting period

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

included in income when there is a valid declaration from the donor.  
related to a donation is considered to be part of that gift and is  
same fund as the initial donation unless the donor or the  
specified otherwise.

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SoFA once the charity has provided the related goods or  
related conditions.

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

at fair value (the amount for which the asset could be  
sold to do so).

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

stocks donated for distribution to beneficiaries is deemed to be  
at the time of their receipt and they are recognised on  
the day in which the stocks are distributed, they are recognised  
at the amount of the stocks at distribution.

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

measured at fair value on initial recognition, which is the  
less the expected costs of sale, and recognised in 'Income  
with the corresponding stock recognised in the balance  
sheet if stock is charged against 'Income from other trading  
resources' sale are also recognised as 'Income from other trading

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

resources by the charity are recognised as tangible fixed assets  
incoming resources when receivable.

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

arity are included in the SoFA as income from donations

Yes	No	N/a
		✓

s are included in the SOFA when received at the value of  
d the value of the gift can be measured reliably.

Yes	No	N/a
		✓

s that are consumed immediately are recognised as income  
cognised as an expense under the appropriate heading in

Yes	No	N/a
		✓

nditure on support costs.

Yes	No	N/a
✓		

!lp received is not included in the accounts but is described  
.

Yes	No	N/a
✓		

ts when receipt is probable and the amount receivable can

Yes	No	N/a
✓		

ceived in the nature of a gift are recognised in Donations

Yes	No	N/a
		✓

ich gives a member the right to buy services or other  
ome earned from the provision of goods and services as  
ties.

Yes	No	N/a
		✓

uded in the SoFA when the general income recognition  
FRS102 SORP) and are included as an item of other income

Yes	No	N/a
		✓

unrealised gains or losses on the sale of investments and  
n revaluing investments to market value at the end of the

Yes	No	N/a
		✓

re it is more likely than not that there is a legal or  
itting the charity to pay out resources and the amount of  
ed with reasonable certainty.

Yes	No	N/a
✓		

cated between governance costs and other support.  
ll costs involving public accountability of the charity and its  
nd good practice.

Yes	No	N/a
✓		

functions and have been allocated to activity cost  
ent with the use of resources, eg allocating property costs  
staff costs by the time spent and other costs by their usage.

Yes	No	N/a
✓		

nt with conditions for its payment being a specific level of  
ed, such grants are only recognised in the SoFA once the  
vided the specified service or output.

Yes	No	N/a
		✓

s attaching to the grant that enables the donor charity to  
ment, a liability for the full funding obligation must be

Yes	No	N/a
✓		

ncy payments during the reporting period.

Yes	No	N/a
✓		

income has been included in the accounts.

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

which are measured at settlement amounts less any trade

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

at recognition at its historical cost and then subsequently at the net realisable value of the amount required to settle the obligation at the

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

for financial instruments on initial recognition as per paragraph 11.17. Subsequent measurement is as per paragraphs 11.17 to

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

which can be used for more than one year, and cost at least

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

the methods used are disclosed in note 9.2.

for intangible assets, that is, non-monetary assets that do not have physical form and are controlled by the charity through custody. The depreciation rates and methods used are disclosed in note 9.5

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

for intangible assets, that is, non-monetary assets with historic, artistic, scientific, literary, physical or environmental qualities that are held and controlled by the charity for their contribution to knowledge and culture. The depreciation rates and methods used are disclosed in note 9.6.1.4.

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

for listed shares, traded bonds and similar investments are measured at fair value (their market value) at the year end. For unlisted investments, fair value is used unless it is measured at cost less impairment.

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

for investments held pending their sale and cash and cash equivalents with a maturity of less than one year are treated as current asset investments

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

for non-charitable trade are measured at the lower of cost or net realisable value

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

for stock in part of a charitable activity are measured at net realisable value unless the stock is provided by items of stock.

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

for contracts entered into at cost less any foreseeable loss that is likely to occur on the contract.

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

for trade receivables and loans receivable) are measured on initial recognition at trade discounts or amount advanced by the charity. Subsequently, they are measured at the net realisable value or other consideration expected to be received.

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

for cash and cash equivalents which it holds for resale or pending their sale and cash and cash equivalents with a maturity of less than one year. These include cash on deposit and cash

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

		✓
--	--	---

except where they qualify as basic financial instruments.

Yes	No	N/a
		✓

--

## Note 3

## Analysis of income

		Unrestricted funds	Restricted income funds	Endowment funds
	<b>Analysis</b>			
<b>Donations and legacies:</b>	Donations and gifts	310	-	-
	Gift Aid	-	-	-
	Legacies	-	-	-
	General grants provided by government/other charities	69,374	-	-
	Membership subscriptions and sponsorships which are in substance donations	-	-	-
	Donated goods, facilities and services	-	-	-
	Other	-	-	-
	<b>Total</b>	69,684	-	-
<b>Charitable activities:</b>	Miscellaneous small advocacy contracts and other income	9,429	-	-
	Fundraising events	373	-	-
		-	-	-
	Other	-	-	-
	<b>Total</b>	9,802	-	-
<b>Other trading activities:</b>	Small lottery	-	-	-
		-	-	-
		-	-	-
	Other	-	-	-
	<b>Total</b>	-	-	-
<b>Income from investments:</b>	Interest income	187	-	-
	Dividend income	-	-	-
	Rental and leasing income	-	-	-
	Other	-	-	-
	<b>Total</b>	187	-	-
<b>Separate material item of income:</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
	<b>Total</b>	-	-	-
<b>Other:</b>	Conversion of endowment funds into income	-	-	-
	Gain on disposal of a tangible fixed asset held for charity's own use	-	-	-
	Gain on disposal of a programme related investment	-	-	-
	Royalties from the exploitation of intellectual property rights	-	-	-
	Other	-	-	-
	<b>Total</b>	-	-	-
<b>TOTAL INCOME</b>		79,673	-	-

Other information:

**All income in the prior year was unrestricted except for:  
(please provide description and amounts)**

**Where any endowment fund is converted into income in the reporting period, please give the reason for the conversion.**

**Where any endowment fund is converted into income in the prior period, please give the reason for the conversion.**

**Within the income items above the following items are material: (please disclose the nature, amount and any prior year amounts)**

(cont)

Total funds £	Prior year £
310	173
-	873
-	-
69,374	80,493
-	-
-	-
-	-
69,684	81,539

9,429	6,380
373	214
-	-
-	-
9,802	6,594

-	1,000
-	-
-	-
-	-
-	1,000

187	212
-	-
-	-
-	-
187	212

-	-
-	-
-	-
-	-
-	-

-	-
-	-
-	-
-	-
-	-
-	-

79,673	89,345
--------	--------




## Note 4

## Analysis of receipts of government grants

	Description
Government grant 1	Local authority advocacy contracts
Government grant 2	
Government grant 3	
Other	

	Description
Government grant 1	Local authority advocacy contracts
Government grant 2	
Government grant 3	
Other	

*Please provide details of any unfulfilled conditions and other contingencies attaching to grants that have been recognised in income.*

**This year**

--

**This year**

*Please give details of other forms of government assistance from which the charity has directly benefited.*

--

**(cont)**

**This year  
£**

	69,374
	-
	-
	-
<b>Total</b>	69,374

**Last year  
£**

	80,493
	-
	-
	-
<b>Total</b>	80,493

**Last year**

--

**Last year**

--

## Note 5

## Donated goods, facilities and services

Seconded staff  
Use of property  
Other

This year

Please provide details of the accounting policy for the recognition and valuation of donated goods, facilities and services.

Please provide details of any unfulfilled conditions and other contingencies attaching to resources from donated goods and services not recognised in income.

Please give details of other forms of other donated goods and services not recognised in the accounts, eg contribution of unpaid volunteers.

**(cont)**

**This year  
£**

**Last year  
£**

-	-
-	-
-	-
-	-

**Last year**

--

--

--

**Section C****Notes to the accounts****Note 6****Analysis of expenditure****This year**

<b>Analysis</b>	<b>Unrestricted funds</b>	<b>Restricted income funds</b>	<b>Endowment funds</b>	<b>Total funds £</b>
<b>Expenditure on raising funds:</b>				
Incurred seeking donations	-	-	-	-
Incurred seeking legacies	-	-	-	-
Incurred seeking grants	-	-	-	-
Operating membership schemes and social lotteries	-	-	-	-
Staging fundraising events	375	-	-	375
Fundraising agents	-	-	-	-
Operating charity shops	-	-	-	-
Operating a trading company undertaking non-charitable trading activity	-	-	-	-
Advertising, marketing, direct mail and publicity	-	-	-	-
Start up costs incurred in generating new source of future income	-	-	-	-
Database development costs	-	-	-	-
Other trading activities	-	-	-	-
Investment management costs:	-	-	-	-
Portfolio management costs	-	-	-	-
Cost of obtaining investment advice	-	-	-	-
Investment administration costs	-	-	-	-
Intellectual property licencing costs	-	-	-	-
Rent collection, property repairs and maintenance charges	-	-	-	-
	-	-	-	-
<b>Total expenditure on raising funds</b>	<b>375</b>	<b>-</b>	<b>-</b>	<b>375</b>
<b>Expenditure on charitable activities:</b>				
Direct advocacy costs	37,730	-	-	37,730
Indirect advocacy costs, general and administrative expenses	37,561	-	-	37,561
	-	-	-	-
	-	-	-	-
<b>Total expenditure on charitable activities</b>	<b>75,291</b>	<b>-</b>	<b>-</b>	<b>75,291</b>

**Separate material item of expense**

	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Total</b>	-	-	-	-

**Other**

	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Total other expenditure</b>	-	-	-	-
<b>TOTAL EXPENDITURE</b>	75,666	-	-	75,666

**Other information:****Analysis of expenditure on charitable activities**

Activity or programme	This year			
	Activities undertaken directly	Grant funding of activities	Support Costs	Total this year
	£	£	£	£
Activity 1	-	-	-	-
Activity 2	-	-	-	-
Other	-	-	-	-
<b>Total</b>	-	-	-	-

**(cont)**

**Last year**

<b>Unrestricted funds</b>	<b>Restricted income funds</b>	<b>Endowment funds</b>	<b>Total funds £</b>
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
640	-	-	640
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
640	-	-	640

41,912	-	-	41,912
39,367	-	-	39,367
-	-	-	-
-	-	-	-
81,279	-	-	81,279



-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-

-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
81,919	-	-	81,919

Last year			
Activities undertaken directly	Grant funding of activities	Support Costs	Total last year
£	£	£	£
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-

**Section C****Notes to the accounts****Note 7                      Extraordinary items**

*Please explain the nature of each extraordinary item occurring in the period*

	Description
Extraordinary item 1	
Extraordinary item 2	
Extraordinary item 3	
Extraordinary item 4	
Total extrordinary items	

(c)

1.

This year £	Last year £
-	-
-	-
-	-
-	-
-	-

**Section C** **Notes to the accounts**

**Note 8** **Funds received as agent**

**8.1** Please complete this note if the charity has agreed to administer the funds of another entity as its agent. Note: If a charity is acting as an agent, it should not recognise the income in the Statement of Financial Activities or the Balance Sheet.

Description/name of party	Related party (Yes or No)	Amount received		Amount paid out		Balance held at period end	
		This year	Last year	This year	Last year	This year	Last year
		£	£	£	£	£	£
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
<b>Total</b>		-	-	-	-	-	-

**8.2** Where a consortia or similar arrangement exists whereby 2 or more charities co-operate to achieve economies in the purchase of goods or services, please disclose details of any balances outstanding between any participating members.

Description/name of party	Balance held at period end	
	This year	Last year
	£	£
	-	-
	-	-
	-	-
	-	-
	-	-
<b>Total</b>	-	-

**Section C****Notes to the accounts****Note 9 Support Costs**

*Please complete this note if the charity has analysed its expenses using activity categories and has support costs.*

**This year**

Support cost (examples)	Raising funds	Activity 1	Activity 2	Activity 3
	£	£	£	£
Governance	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
Other	-	-	-	-
<b>Total</b>	-	-	-	-

**Last year**

Support cost (examples)	Raising funds	Activity 1	Activity 2	Activity 3
	£	£	£	£
Governance	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
Other	-	-	-	-
<b>Total</b>	-	-	-	-

*Please provide details of the accounting policy adopted for the apportionment of costs between activities and any estimation techniques used to calculate their apportionment.*



Grand total	Basis of allocation
£	(Describe method)
-	
-	
-	
-	
-	
-	

Grand total	Basis of allocation
£	(Describe method)
-	
-	
-	
-	
-	
-	

--

**Section C****Notes to the accounts****Note 10**                      **Details of certain items of expenditure****10.1 Fees for examination of the accounts**

*Please provide details of the amount paid for any statutory external scrutiny of accounts and other services provided by your independent examiner. If nothing was paid please enter '0' in the appropriate box(es).*

**Independent examiner's fees**

**Assurance services other than audit or independent examination**

**Tax advisory fees**

**Other fees (for example: financial advice, consultancy, accountancy services) paid to the independent examiner**



<b>This year £</b>	<b>Last year £</b>
-	-
-	-
-	-
-	-



**Section C****Notes to the accounts****Note 11****Paid employees**

*Please complete this note if the charity has any employees.*

**11.1 Staff Costs**

	<b>This year £</b>
Salaries and wages	63,085
Social security costs	86
Pension costs (defined contribution scheme)	432
Other employee benefits	-
<b>Total staff costs</b>	<b>63,603</b>

**This year:**

**Please provide details of expenditure on staff working for the charity whose contracts are with and are paid by a related party**

None

**Last year:**

**Please provide details of expenditure on staff working for the charity whose contracts are with and are paid by a related party**

None

***Please give details of the number of employees whose total employee benefits (excluding pension costs) fell within each band of £10,000 from £60,000 upwards. If there are transactions, please enter 'true' in the box provided.***

**No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000**

1

<b>Band</b>	<b>Number of This year</b>
<b>£60,000 to £69,999</b>	-
<b>£70,000 to £79,999</b>	-
<b>£80,000 to £89,999</b>	-
<b>£90,000 to £99,999</b>	-
<b>£100,000 to £109,999</b>	-

**Please provide the total amount paid to key management personnel (includes trustees and senior management) for their services to the charity. For specific amounts paid to trustees, see Note 28.**

<b>This year £</b>
-

**11.2 Average head count in the year**

The parts of the charity in which the employees work

	This year Number
Fundraising	-
Charitable Activities	5
Governance	-
Other	-
<b>Total</b>	<b>5</b>

**11.3 Ex-gratia payments to employees and others (excluding trustees)**

*Please complete if an ex-gratia payment is made.*

Please explain the nature of the payment

This year	
Last year	

Please state the legal authority or reason for making the payment

This year	
Last year	

Please state the amount of the payment (or value of any waiver of a right to an asset)

This year £
-

#### 11.4 Redundancy payments

*Please complete if any redundancy or termination payment is made in the period.*

**Total amount of payment**

<b>This year</b>
<b>£</b>
-

**The nature of the payment (cash, asset etc.)**

--

**The extent of redundancy funding at the balance sheet date**

<b>This year</b>
<b>£</b>
-

**Please state the accounting policy for any redundancy or termination payments**

--

**(cont)**

Last year £
64,271
388
1,482
-
66,141

--

--

***including employer  
no such***

--

employees
Last year
-
-
-
-
-

Last year £
-

<b>Last year Number</b>
-
5
-
-
5



<b>Last year £</b>
-

Last year
£ -

--

Last year
£ -

--

**Section C****Notes to the accounts**

**Note 12** **Defined contribution pension scheme or defined benefit scheme accounted for as a defined contribution scheme.**

**12.1** *Please complete this note if a defined contribution pension scheme is operated.*

**Amount of contributions recognised in the SOFA as an expense**

This year	
	£
	-

**Please explain the basis for allocating the liability and expense of defined contribution pension scheme between activities and between restricted and unrestricted funds.**

--

**12.2** *Please complete this section where the charity participates in a defined benefit pension scheme to ascertain its share of the underlying assets and liabilities.*

**Please confirm that although the scheme is accounted for as a defined contribution plan, it is a defined benefit plan.**

--

**Please provide such information as is available about the plan's surplus or deficit and the implications, if any, for the reporting charity for this year and last year, if different**

--

**12.3** *Please complete this section where the charity participates in a multi-employer defined contribution plan that is accounted for as a defined contribution plan.*

**Describe the extent to which the charity can be liable to the plan for other entities' obligations under the terms and conditions of the multi-employer plan. If this is different for last year, provide details**

--

**Provide an explanation of how any liability arising from an agreement with a multi-employer plan to fund a deficit has been determined. If this is different for last year, provide details**



**(cont)**

eme accounted for

Last year
£
-

--

sion plan but is unable


ined benefit pension

--



**Section C****Notes to the accounts****Note 13 Grantmaking**

**Please complete this note if the charity made any grants or donations which i the charitable activities undertaken.**

**This year:****13.1 Analysis of grants paid (included in cost of charitable activities)**

<b>Analysis</b>	<b>Grants to institutions</b>	<b>Grants to individuals</b>
Activity or project 1	-	-
Activity or project 2	-	-
Activity or project 3	-	-
Activity or project 4	-	-
<b>Total</b>	-	-

**Please enter "Nil" if the charity does not identify and/or allocate support costs**

**13.2 Grants made to institutions**

**My charity has made grants to particular institutions that are material in the context of its grantmaking. Details of the institution supported, purpose of the grant and total paid to each institution is available on the charity's web site.**

<b>Names of institution</b>	<b>Purpose</b>

**Total grants to institutions in reporting period**

***Other unanalysed grants***

***TOTAL GRANTS PAID***

**Last year:****13.3 Analysis of grants paid (included in cost of charitable activities)**

<b>Analysis</b>	<b>Grants to institutions</b>	<b>Grants to individuals</b>
Activity or project 1	-	-
Activity or project 2	-	-
Activity or project 3	-	-
Activity or project 4	-	-
<b>Total</b>	-	-

***Please enter "Nil" if the charity does not identify and/or allocate support costs***

**13.4 Grants made to institutions**

***My charity has made grants to particular institutions that are material in the context of its grantmaking. Details of the institution supported, purpose of the grant and total paid to each institution is available on the charity's web site.***

<b>Names of institution</b>	<b>Purpose</b>

***Total grants to institutions in reporting period***

***Other unanalysed grants***

***TOTAL GRANTS PAID***

**(cont)**

*in aggregate form a material part of*

<b>Support costs</b>	<b>Total</b>
<b>£</b>	<b>£</b>
-	-
-	-
-	-
-	-
-	-

**ts.**

<b>Yes</b>	<b><i>Please provide details of charity's URL.</i></b>
<b>No</b>	<b><i>Provide details below</i></b>

<b>se</b>	<b>Total amount of grants paid £</b>
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-

	-
	-





**Section C****Notes to the accounts****Note 14****Tangible fixed assets**

*Please complete this note if the charity has any tangible fixed assets*

**14.1 Cost or valuation**

	<b>Freehold land &amp; buildings</b>	<b>Other land &amp; buildings</b>
	<b>£</b>	<b>£</b>
At the beginning of the year	-	-
Additions	-	-
Revaluations	-	-
Disposals	-	-
Transfers *	-	-
At end of the year	-	-

**14.2 Depreciation and impairments**

<b>**Basis</b>	SL or RB (Straight Line or Reducing Balance)	SL or RB
<b>** Rate</b>		

At beginning of the year	-	-
Disposals	-	-
Depreciation	-	-
Impairment	-	-
Transfers*	-	-
At end of the year	-	-

**14.3 Net book value**

Net book value at the beginning of the year	-	-
Net book value at the end of the year	-	-

#### 14.4 Impairment

***This year: Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.***

***Last year: Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.***

#### 14.5 Revaluation

***If an accounting policy of revaluation is adopted, please provide:***

***the effective date of the revaluation***

***the name of independent valuer, if applicable***

***the methods applied and significant assumptions***

***the carrying amount that would have been recognised had the assets been carried under the cost model.***

#### 14.6 Other disclosures

***(i) Please state the amount of borrowing costs, if any, capitalised in the cons tangible fixed assets and the capitalisation rate used.***

***(ii) Please provide the amount of contractual commitments for the acquisitio fixed assets.***

***(iii) Details of the existence and carrying amounts of property, plant and equipment to which the charity has restricted title or that are pledged as security for liabilities.***

*\* The "transfers" row is for movements between fixed asset categories.*

*\*\* Please indicate the method of depreciation by deleting the method not applicable (SL indicate the rate of depreciation: for straight line, what is the anticipated life of the asse percentage annual deduction.*

**(cont)**

<b>Plant, machinery and motor vehicles</b>	<b>Fixtures, fittings and equipment</b>	<b>Total</b>
<b>£</b>	<b>£</b>	<b>£</b>
-	12,156	12,156
-	955	955
-	-	-
-	-	-
-	-	-
-	13,111	13,111

SL or RB	SL or RB	SL or RB
	SL - 25%	

-	10,582	10,582
-	-	-
-	607	607
-	-	-
-	-	-
-	11,189	11,189

-	1,574	1,574
-	1,922	1,922

--

--

This year	Last year
-	-

	This year	Last year
	£	£
<b>truction of</b>	-	-
<b>n of tangible</b>	-	-

*(= straight line; RB = reducing balance). Also please  
t (in years); for reducing balance, what is the*

## Section C Notes to the accounts

### Note 15 Intangible assets

Please complete this note if the charity has any intangible assets

#### 15.1 Cost or valuation

	Research & development	Patents and trademarks	Other	Total
	£	£	£	£
At beginning of the year	-	-	-	-
Additions	-	-	-	-
Disposals	-	-	-	-
Revaluations	-	-	-	-
Transfers *	-	-	-	-
At end of the year	-	-	-	-

#### 15.2 Amortisation and impairments

**Basis	SL or RB	SL or RB	SL or RB	SL or RB	Straight Line ("SL") or Reducing Balance ("RB")
** Rate					
At beginning of the year	-	-	-	-	
Disposals	-	-	-	-	
Amortisation	-	-	-	-	
Impairment	-	-	-	-	
Transfers*	-	-	-	-	
At end of year	-	-	-	-	

#### 15.3 Net book value

Net book value at the beginning of the year	-	-	-	-
Net book value at the end of the year	-	-	-	-

#### 15.4 Accounting policy

Please disclose the accounting policy for intangible fixed assets including:

Reasons for choosing amortisation rates

Policies for the recognition of any capital development


## 15.5 Impairment

**This year:**

***Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.***

**Last year:**

***Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.***

## 15.6 Revaluation

***If an accounting policy of revaluation is adopted, please provide:***

***the effective date of the revaluation***

***the name of independent valuer, if applicable***

***the methods applied***

***the carrying amount that would have been recognised had the assets been carried under the cost model.***

<b>This year</b>	<b>Last year</b>

## 15.7 Other disclosures

***(i) If your intangible asset was acquired by way of grant, provide value on initial recognition and carrying amount of the asset.***

***(ii) Details of the carrying amounts of any intangible assets to which the charity has restricted title or that are pledged as security for liabilities.***

***(iii) Please provide the amount of contractual commitments for the acquisition of intangible assets.***

***(iv) State the amount of research and development expenditure recognised as expenditure in the year.***

***(v) Please detail the headings in the SOFA in which a charge for amortisation of intangible assets is included.***

***(vi) For any material intangible assets, please provide a description, its carrying amount and any remaining amortisation period.***


\* The "transfers" row is for movements between fixed asset categories.

\*\* Please indicate the method of depreciation by deleting the method not applicable (SL = straight line; RB = reducing balance). Also please indicate the rate of depreciation: for straight line, what is the anticipated life of the asset (in years); for reducing balance, what is the percentage annual deduction.

**Note 16**                      **Heritage assets*****Please complete this note if the charity has heritage assets*****16.1 General disclosures for all charities holding heritage assets**

	This year
(i) Explain the nature and scale of heritage assets held.	
(ii) Explain the policy for the acquisition, preservation, management and disposal of heritage assets.	

**16.2 Cost or valuation**

	Heritage asset 1 £	Heritage asset 2 £	Heritage asset 3 £
At beginning of the year	-	-	-
Additions	-	-	-
Disposals	-	-	-
Revaluations	-	-	-
Transfers *	-	-	-
At end of the year	-	-	-

**16.3 Depreciation and impairments**

<b>**Basis</b>			
<b>** Rate</b>			

At beginning of the year	-	-	-
Disposals	-	-	-
Depreciation	-	-	-
Impairment	-	-	-
Transfers*	-	-	-
At end of year	-	-	-

#### 16.4 Net book value

Net book value at the beginning of the year

Net book value at the end of the year

-	-	-
-	-	-



## 16.5 Impairment

### This year

***Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.***

--

### Last year

***Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.***

--

## 16.6 Revaluation

***If an accounting policy of revaluation is adopted, please provide:***

***the effective date of the revaluation***

***the name of independent valuer, if applicable***

***qualifications of independent valuer***

***the methods applied and significant assumptions***

***any significant limitations on the valuation***

<b>This</b>

## 16.7 Analysis of heritage assets by class or group distinguishing those at cost

Carrying amount at the beginning of the period

Additions

Disposals

Depreciation/impairment

Revaluation

Carrying amount at the end of period

## 16.8 Heritage assets (where heritage assets are not recognised on the balance sheet)

<b>This year</b>
------------------

**(i) Explain the reason why heritage assets have not been recognised on the balance sheet.**

**(ii) Describe the significance and nature of heritage assets.**

**(iii) Disclose information that is helpful in assessing the value of heritage assets.**

**(iv) Explain the reason why it is not practicable to obtain a valuation of heritage assets.**


## 16.9 Five year summary of heritage assets transactions

	2015	2014	2013
	£	£	£
<b>Purchases</b>			
Group A	-	-	-
Group B	-	-	-
Group C	-		
Other	-		
<b>Donations</b>			
Group A	-	-	-
Group B	-	-	-
Group C	-	-	-
Other	-	-	-
<b>Total additions</b>	-	-	-
<b>Charge for impairment</b>			
Group A	-	-	-
Group B	-	-	-
Group C	-	-	-
Other	-	-	-
<b>Total charge for impairment</b>	-	-	-
<b>Disposals</b>			
Group A - carrying amount	-	-	-
Group B - carrying amount	-	-	-
Group C	-	-	-
Other	-	-	-
<b>Total disposals</b>	-	-	-

**(cont)**

Last year

Heritage asset 4 £	Total £
-	-
-	-
-	-
-	-
-	-
-	-

		Straight Line ("SL") or Reducing Balance ("RB")

-	-
-	-
-	-
-	-
-	-
-	-

-	-
-	-

--

--

year	Last year

and those at valuation

At valuation Group A	At cost Group B	Total
£	£	£
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-

(see sheet)

Last year
-----------






**Section C****Notes to the accounts****Note 17 Investment assets**

*Please complete this note if the charity has any investment assets.*

**17.1 Fixed assets investments (please provide for each class of investment)**

	Cash & cash equivalents	Listed investments	Investment properties
Carrying (fair) value at beginning of period	49,805	-	-
<b>Add:</b> additions to investments during period*		-	-
<b>Less:</b> disposals at carrying value	-	-	-
<b>Less: impairments</b>	-	-	-
<b>Add: Reversal of impairments</b>	-	-	-
<b>Add/(deduct):</b> transfer in/(out) in the period	- 2,325	-	-
<b>Add/(deduct):</b> net gain/(loss) on revaluation	-	-	-
Carrying (fair) value at end of year	47,480	-	-

**\*Please specify additions resulting from acquisitions through business combinations, if any.**

--

**Please note that Fair Value in this context is the amount for which an asset could be sold between knowledgeable and willing parties in an arm's length transaction. For traded securities, the fair value is the closing price on the London Stock Exchange Daily Official List or equivalent. For other assets, it is the trustees' or valuers' best estimate of fair value.**

**17.2 Please provide a breakdown of investments shown above agreeing the total value, differentiating between those held at fair value and those held at cost**

**This year:  
Analysis of investments**

**Cash or cash equivalents**

**Listed investments**

**Investment properties**

Fair value at 31/12/2022
£

**Social investments**  
**Other investments**  
**Total**  
**Grand total (Fair value at year end+Cost less impairment)**


**Last year:**  
**Analysis of investments**

Fair value a
£

**Cash or cash equivalents**  
**Listed investments**  
**Investment properties**  
**Social investments**  
**Other investments**  
**Total**  
**Grand total (Fair value at year end+Cost less impairment)**

### 17.3 If your charity holds investment properties, please complete the following

(i) Explain the methods and significant assumptions in determining the fair value of investment property held by the charity

(ii) Name or independent valuer, if applicable, and relevant qualifications

(iii) Provide details of any restrictions on the ability to realise investment property or on the remittance of income or disposal proceeds

(iv) Explain any contractual obligations for the purchase, construction or development of investment property or for repairs, maintenance or enhancements

This year

### 17.4 Please provide a breakdown of current asset investments, if applicable

#### Analysis of current asset investments

Cash or cash equivalents

Listed investments

Investment properties

Social investments

Other investments

Total

This year

£

### 17.5 Guarantees

Please provide details and amount of any guarantee made to or on behalf of a third party

Name of the entity or entities benefitting from those guarantees

**Please explain how the guarantee furthers the charity's aims**

--

## 17.6 Concessionary loans

**Amount of concessionary loans made (Multiple loans made may be disclosed in aggregate provided that such aggregation does not obscure significant information).**

<b>Desc</b>
<b>Total</b>

**Amount of concessionary loans received (Multiple loans received may be disclosed in aggregate provided that such aggregation does not obscure significant information).**

<b>Desc</b>
<b>Total</b>

**Terms and conditions eg interest rate, security provided**

**This year**

**Value of any concessionary loans which have been committed but not taken up at the reporting date**

**Amounts payable within 1 year**

**Amounts payable after more than 1 year**

**Amounts receivable within 1 year**

**Amounts receivable after more than 1 year**

## 17.7 Additional information

**Please provide information about the significance of investments to the charity's financial position or performance eg. terms and conditions of loans or the use of hedging to manage financial risk.**

**This year**

**For all investments measured at fair value, the basis for determining the value, including any assumptions applied when using a valuation technique.**

**Where a charity has provided financial assets as a form of security, the carrying amount of the financial asset pledged as security and the terms and conditions relating to its pledge.**

--

(cont)

ment)

Social investments	Other	Total
-	-	49,805
-	-	-
-	-	-
-	-	-
-	-	-
-	-	2,325
-	-	-
-	-	47,480

--

*ould be exchanged between knowledgeable  
fair value is the value of the security quoted  
ets where there is no market price on a*

ng with the balance sheet row B04  
less impairment.

t year end	Cost less impairment
	£
47,480	47,480
-	-
-	-

-	-
-	-
-	47,480
	47,480

<b>t year end</b>	<b>Cost less impairment</b>
	<b>£</b>
49,085	49,805
-	-
-	-
-	-
-	-
-	49,805
	49,805



following note:

year	Last year

licable, agreeing with the balance sheet.

year	Last year
	£
47,480	49,805
-	-
-	-
-	-
-	-
47,480	49,805

This year	Last year

--	--

<b>Description</b>	<b>This year £</b>	<b>Last year £</b>
	-	-
	-	-
	-	-
	-	-
	-	-
	-	-

<b>Description</b>	<b>This year £</b>	<b>Last year £</b>
	-	-
	-	-
	-	-
	-	-

	<b>Last year</b>

	<b>Last year</b>

--	--

**Section C****Notes to the accounts****Note 18****Stocks**

*Please complete this note if the charity holds any stock items*

**18.1 Please state the carrying amount of stock and work in progress analysed by activities.**

	Stock		Donated goods	
	For distribution	For resale	For distribution	For resale
	£	£	£	£
<b>Charitable activities:</b>				
<i>Opening</i>	-	-	-	-
<i>Added in period</i>	-	-	-	-
<i>Expensed in period</i>	-	-	-	-
<i>Impaired</i>	-	-	-	-
<i>Closing</i>	-	-	-	-
<b>Other trading activities:</b>				
<i>Opening</i>	-	-	-	-
<i>Added in period</i>	-	-	-	-
<i>Expensed in period</i>	-	-	-	-
<i>Impaired</i>	-	-	-	-
<i>Closing</i>	-	-	-	-
<b>Other:</b>				
<i>Opening</i>	-	-	-	-
<i>Added in period</i>	-	-	-	-
<i>Expensed in period</i>	-	-	-	-
<i>Impaired</i>	-	-	-	-
<i>Closing</i>	-	-	-	-
<b>Total this year</b>	-	-	-	-
<b>Total previous year</b>	-	-	-	-

This year	Last
£	

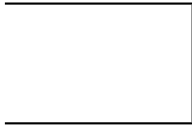
**18.2 Please specify the carrying amount of any stocks pledged as security for liabilities**

--	--

**(cont)**

**tween**

<b>Work in progress</b>
<b>£</b>
-
-
-
-
-
-
-
-
-
-
-
-
-
-
-
-
-
-
-
<b>year</b>
<b>£</b>





Section C	Notes to the accounts
-----------	-----------------------

**Note 19 Debtors and prepayments**

*Please complete this note if the charity has any debtors or prepayments.*

**19.1 Analysis of debtors**

Trade debtors

Prepayments and accrued income

Other debtors

**Total**

*Please complete 19.2 where a material debtor is recoverable more than a year*

**19.2 Analysis of debtors recoverable in more than 1 year (included in debtor**

Trade debtors

Prepayments and accrued income

Other debtors

**Total**

**(cont)**

<b>This year</b>	<b>Last year</b>
<b>£</b>	<b>£</b>
-	-
4,407	2,466
2,526	1,250
6,933	3,716

*after the reporting date.*

**'s above)**

<b>This year</b>	<b>Last year</b>
<b>£</b>	<b>£</b>
-	-
-	-
-	-
-	-
-	-

**Section C****Notes to the accounts****Note 20****Creditors and accruals**

*Please complete this note if the charity has any creditors or accruals.*

**20.1 Analysis of creditors**

<b>Amounts falling due within one year</b>	
<b>This year £</b>	<b>Last year £</b>
Accruals for grants payable	-
Bank loans and overdrafts	-
Trade creditors	-
Payments received on account for contracts or performance-related grants	-
Accruals and deferred income	1,893
Taxation and social security	317
Other creditors	-
<b>Total</b>	<b>2,210</b>

**20.2 Deferred income**

*Please complete this note if the charity has deferred income.*

*Please explain the reasons why income is deferred.*

<b>This year</b>

**Movement in deferred income account**

**Balance at the start of the reporting period**

**Amounts added in current period**

**Amounts released to income from previous periods**

**Balance at the end of the reporting period**

**(cont)**

<b>Amounts falling due after more than one year</b>	
<b>This year £</b>	<b>Last year £</b>
-	-
-	-
-	-
-	-
-	-
-	-

<b>Last year</b>

<b>This year £</b>	<b>Last year £</b>
-	-
-	-
-	-
-	-

**Note 21 Provisions for liabilities and charges**

*Please complete this note if you have included in charity expenditure any provisions. If charity has a liability of uncertain timing or amount.*

**21.1 Movements in recognised provisions and funding commitment during the period**

Balance at the start of the reporting period  
 Amounts added in current period  
 Amounts charged against the provision in the current period  
 Unused amounts reversed during the period  
 Balance at the end of the reporting period

**21.2 Please provide:**

- a brief description of any obligations on the balance sheet and the expected amount and timing of resulting payments;

- an indication of the uncertainties about the amount or timing of those outflows; and

- the amount of any expected reimbursement, stating the amount of any asset that has been recognised for that expected reimbursement.

**This year**


**This year**

**21.3** For any funding commitment that is not recognised as a liability or provision, provide details of commitment made, the time frame of that commitment, any performance-related conditions and details of how the commitment will be funded (with contracts for capital expenditure separately identified).

--

**21.4** Where unrestricted funds have been designated to a fund commitment, please disclose the nature of any amounts designated and the likely timing of that expenditure.

--

**(cont)**

A provision is made when the

<b>This year £</b>	<b>Last year £</b>
-	-
-	-
-	-
-	-
-	-

**Last year**


**Last year**


**Note 22 Other disclosures for debtors, creditors and other basic financial instruments**

**22.1 Please provide information about the significance of financial instruments (eg. debtors, creditors, investments etc) to the charity's financial position or performance, for example, the terms and conditions of loans or the use of hedging to manage financial risk.**

T

**22.2 If the charity has provided financial assets as a form of security, the carrying amount of the financial assets pledged as security and the terms and conditions related to its pledge should be given here.**

**(cont)**

**financial instruments**

<b>this year</b>	<b>Last year</b>



**Note 23 Contingent liabilities and contingent assets****23.1 Contingent liabilities**

Where the charity has contingent liabilities, please complete the following section if the possibility of their existence is remote.

**This year**

Description of item including its legal nature. Please describe any security provided in connection to the liability.	Estimate of financial impact

**Last year**

Description of item including its legal nature. Please describe any security provided in connection to the liability.	Estimate of financial impact

**23.2 Contingent assets**

Where the charity has contingent assets, please complete the following section if the assets are probable.

**This year**

Description of item	Estimate of financial impact

**Last year**

Description of item	Estimate of financial impact

**23.4 Other disclosures for contingent assets and/or liabilities**

**Please provide the following information where practicable:**

**Explain any uncertainties relating to the amount or timing of settlement; and the possibility of any reimbursement**

**Where it is not practical to make one or more of these disclosures, please state this fact**

This year

**(cont)**

**ction unless the**

**nancial effect**


**nancial effect**


**n when their existence is**

**nancial effect**


**nancial effect**


Last year

**Section C****Notes to the accounts****Note 24****Cash at bank and in hand****Short term cash investments (less than 3 months maturity date)****Short term deposits****Cash at bank and on hand****Other****Total**

**(cont)**

<b>This year £</b>	<b>Last year £</b>
-	-
-	-
47,521	49,289
-	-
47,521	49,289

**Note 25 Fair value of assets and liabilities****This year**

**25.1 Please provide details of the charity's exposure to credit risk (the risk of incurring a loss due to a debtor not paying what is owed) , liquidity risk (the risk of not being able to meet short term financial demands) and market risk (the risk that the value of an investment will fall due to changes in the market) arising from financial instruments to which the charity is exposed at the end of the reporting period and explain how the charity manages those risks.**

**25.2 Please give details of the amount of change in the fair value of basic financial instruments (debtors, creditors, investments (see section 11, FRS 102 SORP)) measured at fair value through the SoFA that is attributable to changes in credit risk.**

(

**Last year**

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**Section C****Notes to the accounts****Note 26****Events after the end of the reporting period**

*Please complete this note events (not requiring adjustment to the accounts) have occurred after the end of the reporting period but before the accounts are authorised which relate to conditions that arose after the end of the reporting period*

**Please provide details of the nature of the event**

**This year**

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**Provide an estimate of the financial effect of the event or a statement that such an estimate cannot be made**

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**(cont)**

**Last year**

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## Section C

## Notes to the accounts

(cont)

**Note 27** Charity funds**27.1 Details of material funds held and movements during the CURRENT reporting period**

*Please give details of the movements of material individual funds in the reporting period together with a balancing figure if figure below should reconcile to 'Total funds' in the balance sheet.*

*\* Key: PE - permanent endowment funds; EE - expendible endowment funds; R - restricted income funds, including special trusts; UR - unrestricted funds*

Fund names	Type PE, EE R or UR *	Purpose and Restrictions	Fund balances brought forward £	Income £	Expenditure £
Marketing Development	R	Marketing Review	1,250	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
<b>Other funds</b>	<b>N/a</b>	<b>N/a</b>	-	-	-
<b>Total Funds</b>			1,250	-	-



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**for 'Other funds'. The 'Total funds'**

**rusts, of the charity; and U -**

<b>Transfers £</b>	<b>Gains and losses £</b>	<b>Fund balances carried forward £</b>
-	-	1,250
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	1,250

**Section C****Notes to the accounts****(cont)****Note 27 Charity funds (cont)****27.2 Details of material funds held and movements during the PREVIOUS reporting period**

*Please give details of the movements of material individual funds in the reporting period together with a balancing figure if figure below should reconcile to 'Total funds' in the balance sheet.*

*\* Key: PE - permanent endowment funds; EE - expendible endowment funds; R - restricted income funds, including special trusts; UR - unrestricted funds*

<b>Fund names</b>	<b>Type PE, EE R or UR *</b>	<b>Purpose and Restrictions</b>	<b>Fund balances brought forward £</b>	<b>Income £</b>	<b>Expenditure £</b>
Claire Milne Trust	R	General Advocacy	-	-	-
Tudor Trust	R	Support Planning	-	-	-
Marketing Development	R	Marketing Review	1,250	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
<b>Other funds</b>	<b>N/a</b>	<b>N/a</b>	-	-	-
<b>Total Funds</b>			<b>1,250</b>	<b>-</b>	<b>-</b>



**for 'Other funds'. The 'Total funds'**

**rusts, of the charity; and U -**

<b>Transfers £</b>	<b>Gains and losses £</b>	<b>Fund balances carried forward £</b>
-	-	-
-	-	-
-	-	1,250
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	1,250

## Note 27

## Charity funds (cont)

## 27.3 Transfers between funds

## This year

	Reason for transfer and where endowment is con income, legal power for its conversion
Between unrestricted and restricted funds	
Between endowment and restricted funds	
Between endowment and unrestricted funds	

## Last year

	Reason for transfer and where endowment is con income, legal power for its conversion
Between unrestricted and restricted funds	
Between endowment and restricted funds	
Between endowment and unrestricted funds	

## 27.4 Designated funds

## This year

Planned use	Purpose of the designation

## Last year

Planned use	Purpose of the designation




**(cont)**

verted to	Amount

verted to	Amount

	Amount

	Amount


**Section C****Notes to the accounts****Note 28****Transactions with trustees and related parties**

*If the charity has any transactions with related parties (other than the trustee expenses) details of such transactions should be provided in this note. If there are no transactions in the box or "False" if there are transactions to report.*

**28.1 Trustee remuneration and benefits****This year**

**None of the trustees have been paid any remuneration or received any other benefits in connection with their employment with their charity or a related entity (True or False)**

*In the period the charity has paid trustees remuneration and benefits. Please give the details of the remuneration and benefits paid to a trustee by the charity or any institution.*

Name of trustee	Legal authority (eg order, governing document)	Amounts paid	
		Remuneration	Pension contribution
		£	£
		-	-
		-	-
		-	-
		-	-

*Please give details of why remuneration or other employment benefits were paid.*

*Where an ex gratia payment has been made to a trustee, provide an explanation of the nature of the payment.*

**Last year**

**None of the trustees have been paid any remuneration or received any other benefits in connection with their employment with their charity or a related entity (True or False)**

*In the period the charity has paid trustees remuneration and benefits. Please give the details of the remuneration and benefits paid to a trustee by the charity or any institution.*

		Amounts paid

Name of trustee	Legal authority (eg order, governing document)	Remuneration	Pension contribution
		£	£
		-	-
		-	-
		-	-
		-	-

***Please give details of why remuneration or other employment benefits were paid.***

***Where an ex gratia payment has been made to a trustee, provide an explanation of the nature of the payment.***

## 28.2 Trustees' expenses

***If the charity has paid trustees expenses for fulfilling their duties, details of such transactions must be included in this note. If there are no transactions to report, please enter "True" in the box below. If there are no transactions to report, please enter "False".***

**No trustee expenses have been incurred (True or False)**

Type of expenses reimbursed	This year
	£
Travel	
Subsistence	
Accommodation	
Other (please specify):	
<b>TOTAL</b>	

**Please provide the number of trustees reimbursed for expenses or who had expenses paid by the charity**

## 28.3 Transaction(s) with related parties

***Please give details of any transaction undertaken by (or on behalf of) the charity in which the charity has a financial interest, including where funds have been held as agent for related parties. If there are no transactions, enter 'true' in the box provided.***

**This year**

**There have been no related party transactions in the reporting period (True or False)**

<b>Name of the trustee or related party</b>	<b>Relationship to charity</b>	<b>Description of the transaction(s)</b>	<b>Amount</b>	<b>Balance at period end</b>
			<b>£</b>	<b>£</b>

***In relation to the transactions above, please provide the terms and conditions, including any security and the nature of any payment (consideration) to be provided in settlement.***

***For any related party, please provide details of any guarantees given or received.***

**Last year**

**There have been no related party transactions in the reporting period (True or False)**

<b>Name of the trustee or related party</b>	<b>Relationship to charity</b>	<b>Description of the transaction(s)</b>	<b>Amount</b>	<b>Balance at period end</b>
			<b>£</b>	<b>£</b>

***In relation to the transactions above, please provide the terms and conditions, including any security and the nature of any payment (consideration) to be provided in settlement.***

--

***For any related party, please provide details of any guarantees given or received.***

--

**(cont)**

*ses explained in guidance notes)  
ns to report, please enter "True"*

from an

1

*e amount of, and legal authority  
ion or company connected with it.*

**aid or benefit value**

<b>Redundancy (including loss of office)/ex gratia</b>	<b>Other</b>	<b>TOTAL</b>
<b>£</b>	<b>£</b>	<b>£</b>
-	-	-
-	-	-
-	-	-
-	-	-

from an

1

*e amount of, and legal authority  
ion or company connected with it.*

**aid or benefit value**

Redundancy (including loss of office)/ex gratia	Other	TOTAL
	£	£
-	-	-
-	-	-
-	-	-
-	-	-


**nsactions should be provided in  
. If there are transactions to**

<b>1</b>
----------

year	Last year
£	£
-	-
-	-
-	-
-	-
-	-
-	-

--	--



**Which a related party has a material  
are no such transactions, please**

**1**

<b>Provision for bad debts at period end</b>	<b>Amounts written off during reporting period</b>
<b>£</b>	<b>£</b>

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**1**

<b>Provision for bad debts at period end</b>	<b>Amounts written off during reporting period</b>
<b>£</b>	<b>£</b>

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Note 29	<b>Additional Disclosures</b>
The following are significant matters which are not covered in other notes and need to be included to provide a proper understanding of the accounts. If there is insufficient room here, please add a separate sheet.	

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**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Vocal Advocacy

**On accounts for the year  
ended**

31 March 2021

**Charity no  
(if any)**

1152778

**Set out on pages**

Standard Accounts Template

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 03 / 2021.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

**Date:**

18 / 05 / 2021

**Name:**

James Twigger

**Relevant professional  
qualification(s) or body  
(if any):**

Bsc (Hons) BFP FCA

**Address:**

11 Manor Corner, Paignton

Devon

TQ3 2JB

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**