

**VITAL PROJECTS**  
**TRUSTEES' REPORT AND UNAUDITED ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

# VITAL PROJECTS

## LEGAL AND ADMINISTRATIVE INFORMATION

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**Trustees**

Sara Firth (*Chairperson*)  
Trevor Ramsay (*Trustee*)  
Jacqueline Oldroyd (*Secretary/Treasurer*)  
Colin Perry (*Trustee*)  
Richard Ellis (*Trustee*)  
Chris Buckley (*Co-Optee Trustee*)

**Charity number**

1155071

**Principal address**

First Floor  
Tradeforce Building  
Cornwall Place  
Bradford  
West Yorkshire  
BD8 7JT

**Telephone:**

01274 770118

**Email:**

[info@bamhag.co.uk](mailto:info@bamhag.co.uk)

**Independent examiner**

Kevin J Meddings MAAT  
Kevin Meddings Accountancy Services  
55 Crowther Avenue  
Calverley  
Leeds  
West Yorkshire  
LS28 5SA

**Bankers**

Caf Bank Ltd  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

Lloyds TSB plc  
45 Hustlergate  
Bradford  
West Yorkshire  
BD1 1PP

# VITAL PROJECTS

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# VITAL PROJECTS

## TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2022

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The Trustees present their report and accounts for the year ended 31 March 2022.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's constitution, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16 July 2014.

Having rebranded and relaunched as Vital (registered as Vital Projects) the organisation has spent some time this year consolidating and ensuring a future that is stable and able to provide the core services, being mindful that the work we do is needed more than ever before.

### Governing Document

The organisation is a Charitable Incorporated Organisation (CIO) which is a legal structure and enables us to better respond to an ever changing environment. The organisation is governed by a constitution which has been agreed and is registered with the Charity Commission and sets out the organisation's governance and governance structure.

### Trustees, Organisational Structure and Governance

Vital is an Expert by Experience service user led organisation with specialist mental health understanding and was established in 1989. As a Charity Incorporated Organisation, we are independent of statutory health and social care providers and the Charity Trustees are responsible for managing the affairs of the organisation. The Charity's Director along with other key staff is responsible for the day-to-day operation and management of the charity on behalf of the Trustees who are increasingly active in their role providing support to the continued role in developing the charity to enable reach and quality services.

Vital's constitution allows for up to twelve Trustees to be appointed and are elected and re-elected at the Annual General Meeting (AGM), and those Trustees that have held office during the financial year and at the date of this report are set out below.

Potential Trustees first need to be approved as members of Vital and must agree to support the aims and objectives of the organisation for a minimum of three months prior to being considered for Trusteeship. Potential Trustees will then go through a recruitment process, completing an application and meeting with current Trustees before being co-opted and then standing for election at the AGM. When new Trustees are appointed they are given an introduction to the work of Vital and provided with the information they need to fulfil their roles, which includes information about the role of Trustees and Charity Law. Training events both in-house and external are made available to Trustees, and at times Trustees may undertake training specific to their roles as well as attending particular conferences and seminars. All existing Trustees have long experience of being a charity Trustee. Under Charity Law the Trustees elect officer roles of Chairperson, Treasurer and Secretary at their first meeting following the AGM.

The Trustees hold regular six weekly meetings and have maintained contact outside of meetings to ensure effective and efficient decisions are made in a timely manner and as needed.

The trustees who served during the year were:

Sara Firth (*Chairperson*)  
Trevor Ramsay (*Trustee*)  
Jacqueline Oldroyd (*Secretary/Treasurer*)  
Colin Perry (*Trustee*)  
Richard Ellis (*Trustee*)  
Chris Buckley (*Co-Optee Trustee*)

## VITAL PROJECTS

### TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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#### Risk Management

The Trustees have identified and assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate the exposure to the major risks. Where appropriate risks are mitigated by the introduction of policies and developed working practices and where appropriate are covered by insurance. In considering risks to the organisation a reserves policy has been established and agreed - Vital are aiming to increase reserves in line with policy.

#### Objectives

Vital was established in 1989 as a direct result of research showing that patients in Lynfield Mount Hospital had no-one independent to speak up for them. Since this time we have been successful in delivering a number of services throughout Bradford & Airedale that have acted to empower, involve and inform mental health service users and their carers. In 1999 Vital registered as a charity with the Charity Commission. Having developed a specialist understanding of the principles, standards and legal framework of specialist advocacy provision we have undertaken to increase our service user group to include people who need advocacy and who are not mental health service users. However, the advocacy services will be limited to people who could be defined as vulnerable adults either as a result of ill health or by receipt of health and social care services.

The objectives of the charity are to:

1. Provide a free; confidential and independent advocacy support to people who need support to be heard and who are living in the area of Bradford & Airedale.
2. Support people to speak for themselves particularly in situations of stress (such as their encounters with professionals). Recruiting, training and supporting volunteers and
3. Work collectively with a broad range of people in empowering them to participate in health and social care decisions.

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of health, well-being and citizenship.

#### Activities

In addition to delivering on contracted and commissioned projects we have increased our provision of community advocacy to those that have no statutory advocacy rights. We are delighted however to have had the opportunity to retain key skills needed ensuring that we are in a position for future growth and development via independent consultancy.

The whole team, Staff, Volunteers and Trustees have worked extremely hard to continue the development of new and innovative ways of working.

We've been active in:

- Providing advocacy support to those who have no statutory right to advocacy
- Providing advocacy support to people whose rights, entitlements are ignored
- Picking up on a shortfall in Local Authority advocacy commissioning
- Maintaining high standards of quality in the delivery of key services
- Networking and ensuring we are up to date with key events at local, regional, and national levels
- Fundraising and developing relationships with current funders
- Ensuring access to services and signposting accordingly
- Ensuring a whole organisation approach to future development and growth
- Securing new income to support organisational development and growth

## VITAL PROJECTS

### TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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#### Achievements and Performance

Vital is a well-established service user led organisation and has provided advocacy and advocacy-based services since 1989. In this time we have led the development of advocacy services within Bradford & District, developed and responded to a variety of changes and now enable the district to meet its duties under Statutory legislation for the provision of Independent Advocacy under; Mental Health Act, Mental Capacity Act, Care Act along with Independent NHS Complaints Advocacy.

Many individuals who are vulnerable as a result of mental health and other factors do not have a legal right to access statutory advocacy services which is locally commissioned elsewhere via the Local Authority and Clinical Commissioning Group. At Vital we work hard to support vulnerable individuals who need Independent Advocacy and who have no legal right to an advocacy service.

We have continued this year to develop and deliver our unique self-advocacy workshops which have been provided across a number of local groups. Being a mixture of clear communication skills/assertiveness, the self-advocacy session has been specifically designed to tackle the imbalance of power when meeting with professionals that people find disempowering. In excess of a hundred individuals have now had the opportunity to attend one of the self-advocacy workshops and the feedback shows that people have benefitted greatly in their ability and confidence to self-advocate. We intend in the future to continue to provide self-advocacy workshops and to offer other programme workshops with our Experts by Experience design and delivery.

We continue to be nationally recognised for our Quality Advocacy Service provision via the National Development Team for Inclusions quality assessment. This is a robust quality assessment and assurance system for providers of independent advocacy in England, Wales and Northern Ireland. The following is an extract from the Assessment Report:

*"People with lived experience of using services sit on the board of Trustees and are in paid employment for Vital Projects. The assessor felt that the service was **one of the most truly user led advocacy providers** he had encountered. People with lived experience of using mental health services help shape strategy and organisational priorities."*

Vital Trustees would like to thank everyone that has continued to support the work we do and the vital support services we provide to individuals who need them. Vital are looking positively towards the future, and hope that we are able to continue as partner providers to ensure that people within the District have access to quality independent advocacy.

## VITAL PROJECTS

### TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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#### Financial Review

We continue to receive funding to carry out the charitable purposes of the organisation from a number of sources. In this financial year the Charity can report a surplus of £15,890 (2021 a surplus of £21,042).

At the end of the financial year there was a balance of £24,262 on seven restricted funds and this money is due to be spent in the 2022/23 financial year.

Following the conclusion of the annual cycle of funding there was a transfer of £46,040 into general unrestricted reserves. This has enabled us to fund our freelance team to provide management, finance, and marketing support for all activities of the organisation. Unrestricted reserves at the end of the financial year amounted to £18,950 (2021: balance of £18,553).

Due to severe funding cuts, Vital have had to reduce staff and expenditure in order to ensure its survival. A working cash flow forecast is produced on a monthly basis, which agrees to our current bank balances and shows expected income and expenditure to March 2022, ensuring that the board have timely information to aid decision making. This method means that the board work constantly in 'real time' assessing the situation and future financial predictions. A weekly bank balance update showing 'actual' predicted expenditure for the month is also emailed to our Chair and Director for review. Bank balances held at 31 March 2022 amounted to £49,171.

Vital has constantly strived to improve its financial management and transparency, costs are fully apportioned on a full cost recovery basis and good financial policies and procedures ensure that Vitals' finances are constantly monitored with monthly reporting to the Trustee Board.

#### Reserves Policy

Vital's Trustees have an established financial reserves policy to ensure the organisation can meet its objectives. Our general reserves are those that are not restricted to or designated for some specific purpose. They provide some protection to the organisation and its charitable activities by allowing time to adjust to any changing financial circumstances, limiting the risk in the event of a downturn in income or an unexpected need for financial expenditure. In devising this policy, the Trustees have considered the length of time it would take to wind up the organisation (should it ever be necessary) and the costs entailed in meeting our obligations.

Taking into account liabilities, and considering other significant factors such as lease agreements, and employer responsibilities if the organisation were to close, the Trustees decided reserves for Vital should be established at between three and six months of the charity's average yearly expenditure and is currently aiming to increase the reserves in line with policy.

#### Investment Policy

Vital Trustees recognise the need to replenish the organisations capital investment, and to build into all funding current and future a capital fund to allow for this. When capital investment occurs, it is linked to the depreciative value and life span of items, and as such happens as and when needed, and according to available spending.

## VITAL PROJECTS

### TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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#### Plans for the Future

We were established to provide independent advocacy support to people who had no one to support them and that purpose is the same today as it was in 1989. Our services are still vital to people who have no legal or statutory rights to independent advocacy support, the people who have a need, but no rights and we intend to do our best to provide these people with support. Our vital services for the future will aim to support those who use mental health services and those who feel vulnerable due to other factors, including older age, trauma and illness.

Our service is delivered by passionate individuals, many of whom have their own experiences of mental ill health and have benefitted from our service. It is these people who have designed and shaped our plans for delivery, based on the direct feedback given from service users in our consultation. We are proud to be an Expert by Experience 'user led' organisation as this ensures that our services are relevant and appropriate to local needs as well as being delivered in a manner that best engages the very people we aim to support, advocate, and empower.

Going forward Vital want to retain, support and grow one of the most experienced, skilled, committed and passionate team of advocates. We will continue to provide a workplace environment where people can grow and achieve their potential without fear of being held back by their experience of mental ill health whether past, or ongoing. Vital intend to build on the excellent reputation for providing a supportive and challenging place to work and learn from everyone we work with.

We intend to work hard building on our excellent reputation to establish and secure funding to maintain and develop our organisation, the people we work with and those who work with us. Our focus will be:

- Community Advocacy services for those with no legal entitlement to statutory advocacy provision.
- NHS Complaints Advocacy – advocates will help beneficiaries to navigate the NHS complaints systems.
- Campaign Advocacy – this is group advocacy, looking at issues facing the community. The team work in between our members and service providers, ensuring concerns are heard in the delivery of services.
- Develop our advocacy provision within Forensic In-patients by providing additional support to those working towards being discharged from services
- Increase our role in providing well-being activities for those experiencing social isolation
- Develop better links with local community centres to ensure we are outreaching to those most in need
- To educate and empower people through the delivery of our programme workshops (i.e. Self-Advocacy) in a variety of community settings.
- Develop our unique experts by experience service delivery model
- Foster and develop local partnerships with local businesses and others wanting to deliver mental health awareness in the workplace and better practices.
- Continue to work closely with local partners to develop and deliver innovative services to enable people to be given a voice in times of stress and difficulty in their dealings with health and social care providers.

Strategic Development will continue to be a key component going forward for the Trustee Board. As a small charity we know Vital has a lot to give based on experience and knowledge gathered across the thirty years we've been doing what we do. We will continue to adapt to an ever-changing environment whilst working with and supporting people to be heard in relation to their health and social needs.



## VITAL PROJECTS

### TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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#### Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted).

The law applicable to charities in England and Wales requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these accounts the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP 2015 (FRS 102);
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts;
- Prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and constitution. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of accounts may differ from legislation in other jurisdictions.

On behalf of the board of Trustees

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Sara Firth (*Chairperson*)

Dated: 22 September 2022

## VITAL PROJECTS

### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF VITAL PROJECTS

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I report on the accounts of the charity for the year ended 31 March 2022, which are set out on pages 8 to 14.

#### **Respective responsibilities of Trustees and examiner**

The charity's Trustees are responsible for the preparation of the accounts. The charity's Trustees consider that an audit is not required for this period under section 144(2) of the Charities Act 2011 (the Act) and that an independent examination is needed.

It is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

#### **Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

#### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
  - (i) to keep accounting records in accordance with section 130 of the 2011 Act; and
  - (ii) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act;
 have not been met; or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

#### **Kevin J Meddings MAAT**

Kevin Meddings Accountancy Services  
55 Crowther Avenue  
Calverley  
Leeds  
West Yorkshire  
LS28 5SA

Dated: 5 October 2022

# VITAL PROJECTS

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

		Unrestricted funds	Restricted funds	Total 2022	Total 2021
	Notes	£	£	£	£
<b>Income</b>					
Voluntary income	2	5,395	450	5,845	6,379
Bank interest	1	1	-	1	1
Grants receivable		5,900	191,774	197,674	205,089
Other income		-	-	-	53
<b>Total income</b>		<b>11,296</b>	<b>192,224</b>	<b>203,520</b>	<b>211,522</b>
<b>Expenditure</b>					
Charitable activities	3	56,939	130,691	187,630	190,480
<b>Total expenditure</b>		<b>56,939</b>	<b>130,691</b>	<b>187,630</b>	<b>190,480</b>
<b>Net income/(expenditure)/net movement in funds before transfers</b>		<b>(45,643)</b>	<b>61,533</b>	<b>15,890</b>	<b>21,042</b>
Transfers between funds		46,040	(46,040)	-	-
<b>Net income/net movement in funds after transfers</b>		<b>397</b>	<b>15,493</b>	<b>15,890</b>	<b>21,042</b>
<b>Total funds brought forward</b>		<b>18,553</b>	<b>8,769</b>	<b>27,322</b>	<b>6,280</b>
<b>Total funds carried forward</b>		<b>18,950</b>	<b>24,262</b>	<b>43,212</b>	<b>27,322</b>

# VITAL PROJECTS

## BALANCE SHEET AS AT 31 MARCH 2022

		Unrestricted funds	Restricted funds	Total 2022	Total 2021
	Notes	£	£	£	£
<b>Current assets</b>					
Cash at bank and in hand		18,950	30,221	49,171	33,733
Debtors and prepayments	6	-	14,335	14,335	7,815
		<u>18,950</u>	<u>44,556</u>	<u>63,506</u>	<u>41,548</u>
<b>Creditors: amounts falling due within one year</b>	7	-	(20,294)	(20,294)	(14,226)
		<u>18,950</u>	<u>24,262</u>	<u>43,212</u>	<u>27,322</u>
<b>Net current assets</b>					
<b>The funds of the charity</b>					
Unrestricted funds					
Other charitable funds		18,950	-	18,950	18,553
Restricted funds	8	-	24,262	24,262	8,769
		<u>18,950</u>	<u>24,262</u>	<u>43,212</u>	<u>27,322</u>
<b>Total charity funds</b>					
		<u><u>18,950</u></u>	<u><u>24,262</u></u>	<u><u>43,212</u></u>	<u><u>27,322</u></u>

The accounts were approved by the Trustees on 22 October 2022

.....  
Sara Firth (*Chairperson*)

## VITAL PROJECTS

### STATEMENT OF CASHFLOWS AS AT 31 MARCH 2022

	Notes	2022 £	2021 £
Cash generated in operating activities	10	15,437	12,276
<b>Cashflows from investing activities</b>			
Bank interest received		1	1
		<hr/>	<hr/>
Increase in cash equivalents in the year		15,438	12,277
Cash equivalents at the beginning of the year		33,733	21,456
		<hr/>	<hr/>
<b>Total cash equivalents at the end of the year</b>		<b>49,171</b>	<b>33,733</b>
		<hr/>	<hr/>

# VITAL PROJECTS

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

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### 1 Accounting policies

#### 1.1 Basis of preparation

The accounts are prepared under the historical cost convention unless otherwise stated.

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16 July 2014, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102), the Charities Act 2011 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015.

Having considered future planned activities and the reserves available to the charity, the trustees are satisfied that the financial statements should be prepared on the going concern basis.

The charity meets the definition of a public benefit entity under FRS102.

#### 1.2 Incoming resources

Donations and legacies are accounted for when they are received by the charity. Other income is accounted for on an accruals basis as far as is prudent to do so.

Core funding revenue grants are credited to the income and expenditure account at the time when received. Revenue grants for specific projects are credited to the income and expenditure account when received and unspent amounts at the year end are carried forward as restricted funds in the balance sheet. Where income is received in advance of the next financial year this may be deferred in accordance with the terms of the funding agreements.

#### 1.3 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:-

Equipment	25% Straight Line
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Only individual items of a capital nature costing £5,000 or more are included on the balance sheet.

#### 1.4 Pensions

The charity operate a stakeholder pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

#### 1.5 Accumulated funds

Restricted funds are subject to specific conditions by donors as to how they may be used.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes.

#### 1.6 Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be recovered and is reported as part of the expenditure to which it relates.

## VITAL PROJECTS

### NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for beneficiaries.

Governance costs includes those costs associated with meeting the constitutional and statutory requirement of the charity.

All costs are allocated between the categories on the Statement of Financial Activities (SOFA) on a basis designed to reflect the use of the resource.

#### 1.7 Gifts in kind

The charity receives the benefit of work carried out by volunteers whose expenses are reimbursed.

#### 2 Voluntary income

	2022 £	2021 £
Employers Allowance	4,000	4,000
Donations	1,395	1,379
Training	450	-
Cash incentive from copier company	-	1,000
	<hr/>	<hr/>
	5,845	6,379

#### 3 Charitable activities

	2022 £	2021 £
Salaries and Wages	100,790	108,895
Freelance Costs	45,685	37,220
Healthcare Provision	455	421
Staff Pensions	9,073	9,781
Payroll Costs	626	615
Rent and Rates	7,763	8,015
Telephone	2,665	2,504
Office Costs	4,511	4,724
Promotion and Information Costs	787	608
Training and Supervision	56	1,317
Travelling Costs and User Expenses	228	36
Computer Servicing and Consumables	5,109	5,616
Publications and Subscriptions	248	80
Insurance	1,081	1,767
Bank Charges	108	69
Repairs and Renewals	145	124
Website Costs	6,735	6,833
Legal and Professional	280	40
Independent Examination	800	1,440
Sundries	485	375
	<hr/>	<hr/>
	187,630	190,480

## VITAL PROJECTS

### NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

#### 4 Trustees

None of the Trustees (or any persons connected with them) received any remuneration during the year.

No travel expenses or other costs were reimbursed in the year (2021: none).

Trustees Indemnity Insurance amounting to £317 was paid in the year.

We can confirm that there are no other related party transactions that require disclosure in the accounts.

#### 5 Number of employees

The average monthly number of employees during the year was:-

	2022 Number	2021 Number
Employees	5	5
	<hr/>	<hr/>
<b>Employment costs</b>		
	2022 £	2021 £
Wages and salaries	94,014	100,697
Social security costs	6,776	8,198
Other pension costs	9,073	9,781
Health insurance	455	421
Freelance costs	45,685	37,220
	<hr/>	<hr/>
	156,003	156,317
	<hr/>	<hr/>

There were no employees whose annual emoluments were £60,000 or more.

#### 6 Debtors and prepayments

	2022 £	2021 £
Grants receivable	13,000	-
Prepayments	1,335	7,815
	<hr/>	<hr/>
	14,335	7,815
	<hr/>	<hr/>

#### 7 Creditors: amounts falling due within one year

	2022 £	2021 £
Deferred Income	14,167	9,167
Taxes and social security costs	1,368	2,293
Creditors and Accruals	4,654	2,661
Monies held on behalf of other organisations	105	105
	<hr/>	<hr/>
	20,294	14,226
	<hr/>	<hr/>



## VITAL PROJECTS

### NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

#### 8 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:-

	Movement in funds				Balance at 31 March 2022 £
	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Transfers £	
Airedale Primary Care Trust	-	31,918	(18,371)	(13,547)	-
Mental Health Advocacy within a forensic setting	-	26,371	(17,873)	(8,176)	322
Independent Complaints Advocacy	3,973	110,000	(73,157)	(24,467)	16,349
The National Lottery Covid-19 Support	4,137	-	(2,199)	-	1,938
Persimmon	359	-	-	-	359
Asda Foundation	300	-	-	-	300
Bradford District Care Trust	-	13,000	(13,252)	252	-
Brelms Trust	-	5,000	(2,688)	182	2,494
Sovereign Health Care	-	3,200	-	(700)	2,500
Covid Community Champions	-	2,735	(3,151)	416	-
	<u>8,769</u>	<u>192,224</u>	<u>(130,691)</u>	<u>(46,040)</u>	<u>24,262</u>

#### 9 Contingent Liability – Pensions

The contributions made by the charity are made to the Pensions Trust Growth Plan. This is a small multi-employer pension plan which is in most respects a money purchase arrangement. In May 2012 the Trust advised the Trustees that the overall Growth Plan had a deficit in funding and as a result there was a requirement to incur additional contributions to bridge the shortfall in funding. Vital will be required to pay additional monthly contributions which will increase annually by 3%. Currently the potential debt to the charity amounts to £20,827 but no provision has been made in these accounts on the assumption that the organisation does not intend to withdraw from the fund.

#### 10 Reconciliation of net movement in funds to net cashflows from operating activities

	2022 £	2021 £
<b>Net movement in funds</b>	15,890	21,042
(Increase) in debtors	(6,520)	(6,735)
Increase/(decrease) in creditors	6,068	(2,030)
Deduct bank interest received	(1)	(1)
	<u>15,437</u>	<u>12,276</u>
<b>Net cash generated in operating activities</b>	<u>15,437</u>	<u>12,276</u>