

**THE FRIENDS OF CIRENCESTER CITIZENS ADVICE BUREAU**

**REGISTERED CHARITY 1155939**

**REPORT OF THE TRUSTEES AND UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2021**

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REGISTERED CHARITY 1155939**

**REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2021**

**1. Trustees**

Valerie Hancock of 10 North Cerney, Cirencester GL7 7DE (Chair)

Colonel John Edward Kendall MBE of Star Cottage, Broad Street, Kings Stanley, Stonehouse  
GL10 3PN

Susan Elizabeth Power of Churn Cottage, North Cerney, Cirencester GL7 7BY

Christopher Hugh Pogson of 45 Cheltenham Road, Cirencester GL7 2JB

Kathy Kerr-Rettie of The Malt House, Perrotts Brook, Cirencester GL7 7DT

**2. Bankers**

Lloyds Bank, 130 High Street, Cheltenham GL50 1EW. Account No: 04321321

**3. Honorary Independent Examiner**

Robert S Towill FCA of Bumblebees, Duntisbourne Abbots, Cirencester GL7 7JW

**4. Volunteers and Employees at the Charity**

The Trustees are supported by an informal committee mostly of current and former volunteer advice workers. There are no employees.

**5. Financial Information**

See attached accounts. No funds were spent outside England and Wales. It will be seen that the funds available at the year-end were £84,238.

**6. Information on Aims and Objectives**

The Objects of the Charity are: to promote any charitable purposes for the public benefit by the advancement of education, the protection and preservation of health and the relief of poverty, sickness and distress in particular, but without limitation, for the benefit of the community of Cirencester and surrounding areas and further in particular, but without limitation, by assisting the charitable work of Citizens Advice in the Cirencester and Cotswold District Council area.

**7. Chairman's Report**

The activities of the Charity were severely restricted during the year owing to the Covid 19 lockdowns and rules. It was not possible to plan any fund-raising events, and a street collection in Cirencester had to be cancelled.

A very generous bequest was received from the estate of a person who had a long past association with Citizens Advice in Cirencester.

## **8. Financial Controls**

All income received is banked with minimum delay and all cheques require the signature of two of the four authorised Trustees. Applications from *Citizens Advice Cotswold District* for grants are discussed and considered by the Trustees and their informal committee before being implemented. No grant was made in the financial year. No grant in excess of the current balance would be considered.

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**Independent Examiner's Report to the Trustees**

I report on the Accounts of the Charity for the period ended 31<sup>st</sup> March 2021 which are set out on pages 4 to 6.

As the Charity's Trustees you are responsible for the preparation of the Accounts and consider that the audit requirement of Section 144(2) of the Charities Act 2011 ("the Act") does not apply. It is my responsibility to state, on the basis of the procedures specified in the General Directions given by the Charity Commissioners under Section 145(5)(b) of the Act, whether particular matters have come to my attention.

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 I do not express an audit opinion of the view given by the Accounts.

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

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

Signed .....

Dated .....

Robert S Towill FCA  
Bumblebees  
Duntisbourne Abbots  
Cirencester  
GL7 7JW

**THE FRIENDS OF CIRENCESTER CITIZENS ADVICE BUREAU**  
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**INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2021**

	<b>2021</b>		<b>2020</b>	
	£	£	£	£
<b>INCOME</b>				
<b>Donations</b>				
Charitable Organisations	40.00		24,000.00	
Gift from an individual's estate	24,044.49		0.00	
Interest HMRC	0.00		6.82	
Individuals (including Gift Aid)	<u>1,693.75</u>		<u>2,048.81</u>	
<b>Total Donations &amp; Gift Aid</b>		25,778.24		26,055.63
<b>Events</b>				
Christmas Card Sales	102.50		0.00	
Gross Income Autumn Event	0.00		3,186.29	
Less: Costs associated therewith	<u>0.00</u>		<u>631.62</u>	
<b>Surplus on Events</b>		102.50		2,554.67
<b>TOTAL INCOME</b>		<u>25,880.74</u>		<u>28,610.30</u>
<b>EXPENDITURE</b>				
GP TV Project	0.00		143.40	
Other expenses	0.00		265.02	
Grant to CA Cotswold District	<u>0.00</u>		<u>11,000.00</u>	
<b>TOTAL EXPENDITURE</b>		0.00		11,408.42
		<u>25,880.74</u>		<u>17,201.88</u>

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**BALANCE SHEET AS AT 31<sup>ST</sup> MARCH 2021**

	2021	2020
		£
<b>CURRENT ASSETS</b>		
Cash at Bank	84,237.64	58,695.65
Gift Aid Provision HMRC 2019/2020	391.76	391.76
Gift Aid Provision HMRC 2020/2021	338.75	0.00
	84,968.15	59,087.41
	84,968.15	59,087.41
<b>UNRESTRICTED FUNDS</b>		
Balance at 31 <sup>st</sup> March 2020	59,087.41	41,885.53
Surplus/(Deficit) for the Year	25,880.74	17,201.88
	84,968.15	59,087.41

**Trustees**

Valerie Hancock .....

Susan Elizabeth Power .....

John Edward Kendall .....

Christopher Hugh Pogson .....

Kathy Kerr-Rettie .....

Dated .....

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2021**

**1. Funds from Cheltenham, Cirencester and Tewkesbury Citizens Advice Bureau**

Following the demise of CCTCAB, part of the substantial funds raised by the Friends of Cirencester CAB (FOCCAB) but held legally as Restricted Funds by CCTCAB and for investment in COIF, were transferred to FOCCAB and form the basis of the core assets of FOCCAB. The trustees regard the Charity's accumulated funds as long term or strategic reserves to be applied in accordance with any terms, conditions or wishes of the donors or, alternatively, where no terms, conditions or wishes exist at their discretion to ensure the continuity of provision of Citizens Advice or similar advice services in the longer term in Cirencester and, more widely, in Cotswold District. The continuing negotiations for Brexit and the unavoidable challenges to make good the declining standards in housing, health, social care and communications systems and infrastructure have led to the following approach and priorities in supporting Citizens Advice:

1. To preserve accumulated funds to ensure continuity of advice services against possible major cuts in core funding by Local Government, major funders etc.
2. In partnership with CACD, to raise annual income to fund significant projects and/or activities either not covered by the budget for CACD or at short notice.