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## Signature Details

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**REGISTERED CHARITY NUMBER: 1159890**

**REPORT OF THE TRUSTEES AND  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2024  
FOR  
READING FORCE**

Carter & Coley  
Chartered Accountants  
3 Durrant Road  
Bournemouth  
Dorset  
BH2 6NE

# READING FORCE

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# READING FORCE

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 JUNE 2024

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The trustees present their report with the financial statements of the charity for the year ended 30 June 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

### OBJECTIVES AND ACTIVITIES

#### Objectives and aims

Our constitution states that the purposes of Reading Force are:

1. To advance education by encouraging families to read together for pleasure and talk about a book by providing advice and assistance and materials to support shared reading activities.
2. To promote and protect good health by using reading as a means of mitigating stress and increasing communication and good family relationships following separation due to training, deployment, postings and mobility.

The activities carried out for the public benefit of the charity are for all British Armed Forces families and their children, including reservists, veterans and injured personnel, living in the UK and overseas.

The trustees always ensure that the strategies and activities we undertake are in line with our charitable objects and aims. Our long-term aim that shapes our annual activities is to extend and deepen the relationship we have with Forces personnel and families, to ensure our project reaches the awareness of all and invites them to become involved. We seek to support the social, emotional and mental wellbeing of the Forces community through shared-reading and effective communication.

#### How we work

Strategies we employ to achieve the charity's aims and objectives are to:

- Work with support workers of Forces families: schools; welfare and community organisations and other agencies and charities devoted to the support of the Forces
- Reach Forces families themselves to explain the benefits of Reading Force and support participation
- Influence policy makers and those offering financial and administrative support to the Forces community
- Act as a lobbying force to ensure the particular needs and issues of Forces families remain in the forefront of public consciousness

We offer and provide:

- Advice on the benefits of involvement in reading for pleasure
- Materials to support families taking part in Reading Force
- Related activities such as author tours in schools and weekend/holiday workshops in approved activity centres
- Related advice on policy through presentations at key forums and conferences

#### Public benefit

The trustees have had regard to the guidance issued by the Charity Commission on public benefit in planning these activities for the year and reviewed the guidance at trustee meetings.

# READING FORCE

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 JUNE 2024

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### OBJECTIVES AND ACTIVITIES

#### Achievement and performance

This has been an important year for Reading Force. We have seen a significant growth in demand, mostly through personal recommendation, and a rise in our income due to an increased focus on fundraising. Both are trends that we are keen to see further develop in the next financial year.

As regards our organisational reach, the figures in the table below show the number of resources circulated, and to whom. They exclude Reading Force Book Club totals:

<b>2023-24</b>	<b>Resource</b>
5,243	Books to families
190	Books to organisations
11,861	Scrapbooks shared
3,069	Teen Journals shared
1,006	Reading Records shared

Our total income for the financial year July 2023 to June 2024 was £230,955, a 5% rise of £11,977 on the previous financial year. On the reporting year overall, however, the organisation had a net deficit of income over expenditure on activities amounting to £(71,749). For the previous year (2022-23) there was a deficit on activities of £(64,757). These deficits have however been covered by built up reserves over the prior three years (2020 to 2022) during which period net income over expenditure on activities amounted to £196,783.

#### 2023-24

31	Book clubs
381	Book club members
7	Online book clubs
24	Face-to-face book clubs
342	Books posted
0/4	Kindle/Audible
17	Book clubs expected to continue
41	Scrapbooks shared
57	Teen journals shared
383	Reading Records shared

Of the 24 face-to-face book clubs, 12 were in England, 6 in Scotland, 4 in Northern Ireland and 2 were overseas (Brunei and Gibraltar).

The main reasons for an increase in expenditure over income were:

- A rise in applications from military personnel and their families to take part in and to benefit from Reading Force, largely as a result of word of mouth; so military families recommending us to each other.
- An increase in events attended by ambassadors and consequently more military families reached, although this needs to be offset against the cost of reaching these events.
- An increase in despatch costs: printing and paper have both risen significantly, as have postage and fulfilment costs.

# READING FORCE

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 JUNE 2024

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### OBJECTIVES AND ACTIVITIES

Our spend on distribution/delivery and production of materials went up by 41% during the period. Royal Mail planned increased normally take place every March/April, though in the past financial year there was an additional increase in October 2023. As we are a virtual organisation, with no physical offices, we rely a lot on the postal service for delivery, and these increases impact us significantly.

Our overhead costs also rose due to a change of organisational structure, which led to the recruitment and training of a Fundraising Manager and an Accounts Executive from October 2023. This led to an overlap of wages from October to December 2023. We have seven paid staff and two who volunteer their services. Total organisational PAYE for staff members was seven for most of the year. Total wages bill was £195,033, an average of £16,253 per month. This represents a 6% increase on last year's costs. In addition, staff have opted into the pension for the first time this year, and there has been capital expenditure to resource the new staff (Northern Ireland Ambassador, E&W Ambassador and the Fundraising Manager) with laptops and phones and the purchase of a Sage License fee for the software used (this had previously been gifted by the partner of a staff member who has now left).

We have taken action to increase our income by appointing a Fundraising Manager, two days a week, who is working in close consultation with our Director. Creation of a schedule of applications, research into possible additional sources of funding, including those outside the military that have empathy towards it, and amendments to the arrangements for delivery of stock are all having a positive impact on the balancing of beneficiaries and income to support our costs in the year ahead.

### Highlights of the year have included

1. The expansion of our board of patrons, with the addition of military supporter and award-winning actor Dame Penelope Keith; Carnegie Award winning author (author of I Coriander) Sally Gardner and bestselling author, primarily for boys, Tom Palmer.
2. Mariam Khokar, Headteacher of the Alexander First School, a primary school within an Army housing estate in Windsor, also joined us as a trustee. She had long used Reading Force as a means of involving military parents in supporting their children, as well as developing their own literacy.
3. The organisation of a very successful event for military families with our patron Sir Michael Morpurgo at the National Army Museum (June 2024). This included a number of trails organised within the museum, a demonstration of artefacts and a question and answer and signing session with Sir Michael. The event was extremely popular, and the basis of a National Lottery funded film made by professional film-maker Mike Doxford.
4. The opportunity for our director to present at the key Forces-supporting group of The Surrey Military Partnership; the first time they have had an external speaker. Those present included the local MP, the Lord Lieutenant, the High Sheriff, and various local employers with an interest in looking after the military population, including reservists, veterans as well as the serving military and their families. This presentation was negotiated and secured by our trustee Shahid Azeem who is a member of the partnership.
5. Bronze winners within the category of Family Support within the Northern Ireland Military Awards. This was particularly significant given RF's relatively recent arrival in NI.

# READING FORCE

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 JUNE 2024

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### OBJECTIVES AND ACTIVITIES

6. The planning and development of a staff support network at Kingston University with our director appointed as chair. This attracted high level interest, including a guest speaker from London Higher, and was also filmed as part of the resulting output from Mike Doxford.

7. An all-staff, trustee and patron development day, highlighting successes, failures and opportunities, with goal-setting and scheduling of progress-checking. The involvement of cross-organisational staff and support led to objective review and future planning which were marked for future reporting back.

8. The planning for a session on the writing of military memoir, for delivery through military museums, with strong interest from the sector as a whole. Support for this secured from the National Lottery.

9. Consistent featuring in the Forces Families media, with regular blogs and reviews.

10. The publication of related research, in peer reviewed journals.

11. The beginning of work with the Akrotiri Military Base in Cyprus, with a view to planning a whole community programme of events and an associated bid for funding. This began with the establishment of the first RF book club on Cyprus, the recruitment of a RF Ambassador (a serving officer in the RAF), and a series of presentations in the local HIVE.

12. An invitation to our director to consider involvement in a review of the 2020 research into military families 'In our shoes', commissioned and published by Andrew Selous MP. The invitation was to be part of an advisory panel of those involved with the welfare of military families, which would include several key decision makers within Forces support, and the Bishop to the Armed Forces, as well as several well established researchers within the military support sector.

### Trustee and patron involvement

We decided to separate the role of Director from Chair of the Trustees, and Lindsey Taylor, longstanding member of the Board of trustees became Chair, for an agreed period of a year. Our board of trustees has eight people, all with a special interest in military children and we have also built up a number of patrons who affirm what we do by association, offer suggestions for our wider availability, and can be contacted for supporting endorsements.

### Involvement in research

Reading Force has always been grounded in research, into the demonstrable value of literacy, of book-sharing and the associated benefits of improved physical and mental health associated. We have continued to monitor the experience of our users, as well as related trends that need wider investigation, marrying our director's various involvements and mapping these onto RF goals and outcomes. During this reporting year feedback from our beneficiaries on the pathways of military spouses within the employment market caught our attention, as did the value of memoir writing for all those involved with the military; both are to receive further attention within Reading Force.

# READING FORCE

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 JUNE 2024

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### OBJECTIVES AND ACTIVITIES

#### Looking to the future

These accounts report on a period during which growth in organisational activity and staffing has been driven by demand. Reading Force has increased its presence within the military and veteran communities by appointing new ambassadors in response to the widening appeal and application of the charity. The current climate for charities is difficult, but after a period of refocussing we are supported by much more effective reporting structures, and we see operational efficiency as a key organisational objective. We are grateful to all our supporters and those who help steer the organisation.

Rev'd Professor Alison Baverstock MBE

Founder and Director of Reading Force

### FINANCIAL REVIEW

#### Principal funding sources

##### Funders

Funding remains a challenge. Our costs have risen - in particular our book buying costs, due to demand and to the rise in book costs, and this in turn has impacted the amount of funding we are seeking. However, we are proud to receive the support and generous donations and grants from ABF The Soldiers' Charity, Annington, Armed Forces Covenant Fund Trust, Bolt Burdon Kemp LLP, Chelford House Christian Fellowship Trust, Royal Navy and Royal Marines Charity with Greenwich Hospital, The Gibraltar Heritage Trust, Lest We Forget Association, The National Lottery Communities Fund (Northern Ireland), and the Veterans' Foundation.

We are grateful for all this support and shared vision in honouring the Armed Forces Covenant and delivering a service proven to be a great benefit to Forces families and veterans' families. We remain committed to continuing to offer the Reading Force shared reading initiative to support all serving Forces families, reservists and veterans.

#### Reserves policy

The Charity aims to retain sufficient unrestricted reserves to enable it to carry out its activities for a period of six months in the unlikely event that no new funds become available.

The Charity has always been focussed on using most of its income in delivering the services they provide. For example, in the last five years (2020 to 2024) the net income generated was £61,127 with the charity receiving £1,150,542 of income and having expenditure of £ (1,089,415).

With circumstances now being far more challenging to raise income, the charity has recently improved reporting to monitor expenditure according to income received (or in the pipeline). As part of the management reporting there is a three-year strategy forecast, an annual budget and monthly management reports. This allows the Trustees to measure the performance of the Charity and allow for any change of strategy on a timely basis.

Currently the Charity has approximately three months of unrestricted funds.



# READING FORCE

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 JUNE 2024

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### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Governing document

Reading Force was registered as a Charitable Incorporated Organisation in 2015 and is governed by its Constitution.

#### Safeguarding policy

Reading Force exists to support the well-being of tri-service British Forces children and families through shared-reading and increased communication. We believe that a child or young person should never experience abuse of any kind in any situation. We have a responsibility to promote the welfare of all children and young people and to keep them safe. We are committed to practice in a way that protects them. We are committed to anti-discriminatory practice and give equal priority to keeping all children and young people safe regardless of their age, disability, gender, race, religion or belief, sex or sexual orientation. Our child protection and safeguarding policy relates to all children up to and including age 18, and applies to all Reading Force staff, volunteers, and anyone working with the charity.

#### Organisational structure

##### Structure

The Board of Trustees currently has a membership of eight people, one of whom acts as Chair. The Board is in regular communication and meets as required. The Board is responsible for the strategic direction and policy of the organisation and for robust governance and rigorous financial management. The Director holds the day-to-day responsibility for the operational management of the organisation. Team Managers are responsible for the day-to-day provision of services. Recommendations by the Director and Team Managers are referred to the full Board meeting for decision.

#### Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. Where particular risks are identified and recorded, the Board oversee and review such matters and determine any appropriate actions. The following are deemed to be key risks for the Charity:

1. Reliance on external funding - The charity relies on the donations and grants provided by external funders and donors in order to continue to operate and provide its charitable services.
2. Working with children - the trustees recognise the possibility that as a charity working with children any risk of harm would need to be reported. Appropriate mitigations are in place as demonstrated in the Safeguarding policy section above.

### REFERENCE AND ADMINISTRATIVE DETAILS

#### Registered Charity number

1159890

#### Principal address

10 Homersham Road  
Kingston Upon Thames  
Surrey  
KT1 3PN

# READING FORCE

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 JUNE 2024

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### **Trustees**

Rev'd Professor A M Baverstock MBE

L Taylor

J A Lloyd (resigned 30/11/2023)

N W N Jones

The Rt Hon. The Lord Blunkett

L J Titcomb (resigned 31/12/2024)

S Azeem

C Flynn-MacLeod

A Hill (appointed 8/11/2023)

M Khokar (appointed 8/3/2024)

### **Independent Examiner**

Andrew A Clark

Carter & Coley

Chartered Accountants

3 Durrant Road

Bournemouth

Dorset

BH2 6NE

Approved by order of the board of trustees on 6 February 2025 and signed on its behalf by:

L Taylor - Trustee

# INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF READING FORCE

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## **Independent examiner's report to the trustees of Reading Force**

I report to the charity trustees on my examination of the accounts of Reading Force (the Trust) for the year ended 30 June 2024.

## **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 Act and in carrying out my examination I have followed all 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 in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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

Andrew A Clark

Carter & Coley  
Chartered Accountants  
3 Durrant Road  
Bournemouth  
Dorset  
BH2 6NE

6 February 2025

# READING FORCE

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 30 JUNE 2024

	Notes	Unrestricted fund £	Restricted funds £	2024 Total funds £	2023 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	82,578	136,443	219,021	181,326
Other trading activities	3	11,480	-	11,480	37,076
Investment income	4	<u>1,292</u>	<u>-</u>	<u>1,292</u>	<u>577</u>
<b>Total</b>		<u>95,350</u>	<u>136,443</u>	<u>231,793</u>	<u>218,979</u>
<b>EXPENDITURE ON</b>					
Raising funds	5	13,672	-	13,672	9,426
<b>Charitable activities</b>	6				
Main purpose		<u>103,783</u>	<u>186,087</u>	<u>289,870</u>	<u>274,310</u>
<b>Total</b>		<u>117,455</u>	<u>186,087</u>	<u>303,542</u>	<u>283,736</u>
<b>NET INCOME/(EXPENDITURE)</b>		<b>(22,105)</b>	<b>(49,644)</b>	<b>(71,749)</b>	<b>(64,757)</b>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		<u>62,610</u>	<u>93,671</u>	<u>156,281</u>	<u>221,038</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>40,505</u></u>	<u><u>44,027</u></u>	<u><u>84,532</u></u>	<u><u>156,281</u></u>

The notes form part of these financial statements

# READING FORCE

## BALANCE SHEET 30 JUNE 2024

	Notes	Unrestricted fund £	Restricted funds £	2024 Total funds £	2023 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	11	1,924	-	1,924	941
<b>CURRENT ASSETS</b>					
Cash at bank		46,306	44,027	90,333	178,370
<b>CREDITORS</b>					
Amounts falling due within one year	12	(7,725)	-	(7,725)	(23,030)
<b>NET CURRENT ASSETS</b>		<u>38,581</u>	<u>44,027</u>	<u>82,608</u>	<u>155,340</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>40,505</u>	<u>44,027</u>	<u>84,532</u>	<u>156,281</u>
<b>NET ASSETS</b>		<u>40,505</u>	<u>44,027</u>	<u>84,532</u>	<u>156,281</u>

The notes form part of these financial statements

## READING FORCE

### BALANCE SHEET - continued 30 JUNE 2024

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<b>FUNDS</b>	13		
Unrestricted funds:			
General fund		<b><u>40,505</u></b>	<u>62,610</u>
Restricted funds:			
Annington - FM Role		<b>6,919</b>	-
AFCFT - Sustaining Support - England & Wales veterans		-	29,140
National Lottery NI		<b>7,108</b>	24,955
Annington Outward Bound Trust		-	2,076
Veterans' Foundation - Book Clubs		-	7,500
Veterans' Foundation - Veterans Ambassador		<b>20,000</b>	20,000
Lest We Forget - Ambassador		<b>5,000</b>	10,000
Bolt Burdon Kemp - Competition		<b><u>5,000</u></b>	<u>-</u>
		<b><u>44,027</u></b>	<u>93,671</u>
		<hr/>	<hr/>
<b>TOTAL FUNDS</b>		<b><u>84,532</u></b>	<u>156,281</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 6 February 2025 and were signed on its behalf by:

L Taylor - Trustee

N W N Jones - Trustee

The notes form part of these financial statements

# READING FORCE

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024

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### 1. ACCOUNTING POLICIES

#### **Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

#### **Financial reporting standard 102 - reduced disclosure exemptions**

The charity has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows;
- the requirement of paragraph 3.17(d);
- the requirements of paragraphs 11.42, 11.44, 11.45, 11.47, 11.48(a)(iii), 11.48(a)(iv), 11.48(b) and 11.48(c);
- the requirements of paragraphs 12.26, 12.27, 12.29(a), 12.29(b) and 12.29A;
- the requirement of paragraph 33.7.

#### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

#### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

#### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings                      - 33% on cost

#### **Taxation**

The charity is exempt from tax on its charitable activities.

#### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

# READING FORCE

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 30 JUNE 2024

### 1. ACCOUNTING POLICIES - continued

#### Fund accounting

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

### 2. DONATIONS AND LEGACIES

	2024	2023
	£	£
Donations	328	2,356
Grants	<u>218,693</u>	<u>178,970</u>
	<u>219,021</u>	<u>181,326</u>

Grants received, included in the above, are as follows:

	2024	2023
	£	£
General	87,250	90,970
Chelford House Fellowship - books	-	3,000
Book clubs	-	30,000
NI Veterans	49,909	-
Scotland & NE Ambassador	25,000	25,000
England and Wales Veterans	-	30,000
Reading Record redesign	20,000	-
Events at the NAM and Winchester	10,000	-
Office Administrator	21,534	-
Competition	<u>5,000</u>	<u>-</u>
	<u>218,693</u>	<u>178,970</u>



# READING FORCE

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 30 JUNE 2024

### 3. OTHER TRADING ACTIVITIES

	2024	2023
	£	£
Sponsorships	10,643	35,000
Charitable activities	837	2,076
	<u>11,480</u>	<u>37,076</u>

### 4. INVESTMENT INCOME

	2024	2023
	£	£
Deposit account interest	<u>1,292</u>	<u>577</u>

### 5. RAISING FUNDS

#### Raising donations and legacies

	2024	2023
	£	£
Grant applications	10,683	6,125
Evaluations	<u>2,989</u>	<u>3,301</u>
	<u>13,672</u>	<u>9,426</u>

### 6. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 7) £	Totals £
Main purpose	<u>90,535</u>	<u>199,335</u>	<u>289,870</u>

# READING FORCE

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 30 JUNE 2024

### 7. SUPPORT COSTS

	Management £	Other £	Totals £
Main purpose	<u>184,559</u>	<u>14,776</u>	<u>199,335</u>

### 8. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30 June 2024 nor the year ended 30 June 2023.

During the year no Trustee was reimbursed for properly incurred expenses on behalf of the Charity. (2023 - One Trustee - £992).

### 9. STAFF COSTS

	2024 £	2023 £
Staff costs		
Total	195,033	195,266
Less Direct costs	71,216	69,533
Net staff costs	<u>123,817</u>	<u>125,733</u>
Average monthly staff numbers - administration	7	6

### 10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	62,231	119,095	181,326
Other trading activities	35,000	2,076	37,076
Investment income	<u>577</u>	<u>-</u>	<u>577</u>
<b>Total</b>	<u>97,808</u>	<u>121,171</u>	<u>218,979</u>
<b>EXPENDITURE ON</b>			
Raising funds	9,426	-	9,426
<b>Charitable activities</b>			
Main purpose	<u>165,054</u>	<u>109,256</u>	<u>274,310</u>
<b>Total</b>	<u>174,480</u>	<u>109,256</u>	<u>283,736</u>
<b>NET INCOME/(EXPENDITURE)</b>	(76,672)	11,915	(64,757)

# READING FORCE

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 30 JUNE 2024

### 10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted funds £	Total funds £
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	139,282	81,756	221,038
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>62,610</u>	<u>93,671</u>	<u>156,281</u>

### 11. TANGIBLE FIXED ASSETS

	Fixtures and fittings £
<b>COST</b>	
At 1 July 2023	2,055
Additions	<u>2,164</u>
At 30 June 2024	<u>4,219</u>
<b>DEPRECIATION</b>	
At 1 July 2023	1,114
Charge for year	<u>1,181</u>
At 30 June 2024	<u>2,295</u>
<b>NET BOOK VALUE</b>	
At 30 June 2024	<u>1,924</u>
At 30 June 2023	<u>941</u>

# READING FORCE

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 30 JUNE 2024

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

	2024	2023
	£	£
Trade creditors	3,896	5,157
Taxation and social security	1,970	2,821
Other creditors	1,859	15,052
	<u>7,725</u>	<u>23,030</u>

### 13. MOVEMENT IN FUNDS

	At 1/7/23	Net movement in funds	At 30/6/24
	£	£	£
<b>Unrestricted funds</b>			
General fund	62,610	(22,105)	40,505
<b>Restricted funds</b>			
Annington - FM Role	-	6,919	6,919
AFCFT - Sustaining Support - England & Wales veterans	29,140	(29,140)	-
National Lottery NI	24,955	(17,847)	7,108
Annington Outward Bound Trust	2,076	(2,076)	-
Veterans' Foundation - Book Clubs	7,500	(7,500)	-
Veterans' Foundation - Veterans			
Ambassador	20,000	-	20,000
Lest We Forget - Ambassador	10,000	(5,000)	5,000
Bolt Burdon Kemp - Competition	-	5,000	5,000
	<u>93,671</u>	<u>(49,644)</u>	<u>44,027</u>
<b>TOTAL FUNDS</b>	<u>156,281</u>	<u>(71,749)</u>	<u>84,532</u>

# READING FORCE

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 30 JUNE 2024

### 13. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	95,350	(117,455)	(22,105)
<b>Restricted funds</b>			
Annington - FM Role	25,000	(18,081)	6,919
Bolt Burdon Kemp - writing competition	5,000	(5,000)	-
AFCFT - Sustaining Support - England & Wales veterans	1,534	(30,674)	(29,140)
National Lottery NI	49,909	(67,756)	(17,847)
Annington Outward Bound Trust	-	(2,076)	(2,076)
Veterans' Foundation - Book Clubs	20,000	(27,500)	(7,500)
Veterans' Foundation - Veterans Ambassador	20,000	(20,000)	-
Lest We Forget - Ambassador	-	(5,000)	(5,000)
National lottery heritage	10,000	(10,000)	-
Bolt Burdon Kemp - Competition	5,000	-	5,000
	<u>136,443</u>	<u>(186,087)</u>	<u>(49,644)</u>
<b>TOTAL FUNDS</b>	<u>231,793</u>	<u>(303,542)</u>	<u>(71,749)</u>

# READING FORCE

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 30 JUNE 2024

### 13. MOVEMENT IN FUNDS - continued

#### Comparatives for movement in funds

	At 1/7/22 £	Net movement in funds £	At 30/6/23 £
<b>Unrestricted funds</b>			
General fund	139,282	(76,672)	62,610
<b>Restricted funds</b>			
Annington - FM Role	7,320	(7,320)	-
AFCFT - Force for change - Book clubs	8,602	(8,602)	-
AFCFT - Positive Pathways - NI	21,733	(21,733)	-
Bolt Burdon Kemp - writing competition	3,962	(3,962)	-
Lest We Forget Association - Book clubs	10,000	(10,000)	-
AFCFT - Sustaining Support - England & Wales veterans	30,139	(999)	29,140
National Lottery NI	-	24,955	24,955
Annington Outward Bound Trust	-	2,076	2,076
Veterans' Foundation - Book Clubs	-	7,500	7,500
Veterans' Foundation - Veterans Ambassador	-	20,000	20,000
Lest We Forget - Ambassador	-	10,000	10,000
	<u>81,756</u>	<u>11,915</u>	<u>93,671</u>
<b>TOTAL FUNDS</b>	<u>221,038</u>	<u>(64,757)</u>	<u>156,281</u>

## READING FORCE

### NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 30 JUNE 2024

#### 13. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	97,808	(174,480)	(76,672)
<b>Restricted funds</b>			
Annington - FM Role	-	(7,320)	(7,320)
AFCFT - Force for change - Book clubs	-	(8,602)	(8,602)
AFCFT - Positive Pathways - NI	-	(21,733)	(21,733)
Bolt Burdon Kemp - writing competition	5,000	(8,962)	(3,962)
Lest We Forget Association - Book clubs	-	(10,000)	(10,000)
AFCFT - Sustaining Support - England & Wales veterans	29,140	(30,139)	(999)
National Lottery NI	24,955	-	24,955
Annington Outward Bound Trust	2,076	-	2,076
Veterans' Foundation - Book Clubs	30,000	(22,500)	7,500
Veterans' Foundation - Veterans Ambassador	20,000	-	20,000
Lest We Forget - Ambassador	10,000	-	10,000
	<u>121,171</u>	<u>(109,256)</u>	<u>11,915</u>
<b>TOTAL FUNDS</b>	<u>218,979</u>	<u>(283,736)</u>	<u>(64,757)</u>

#### 14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 30 June 2024.

## **READING FORCE**

### **NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 30 JUNE 2024**

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#### **15. RESTRICTED FUNDS**

All restricted funds have conditions on their use defined by the organisation making the grant. These conditions are complied with by the charity and the movements on these funds are disclosed in these financial statements.



# READING FORCE

## DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 30 JUNE 2024

	2024 £	2023 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	328	2,356
Grants	<u>218,693</u>	<u>178,970</u>
	219,021	181,326
<b>Other trading activities</b>		
Sponsorships	10,643	35,000
Charitable activities	<u>837</u>	<u>2,076</u>
	11,480	37,076
<b>Investment income</b>		
Deposit account interest	<u>1,292</u>	<u>577</u>
<b>Total incoming resources</b>	<b>231,793</b>	<b>218,979</b>
<b>EXPENDITURE</b>		
<b>Raising donations and legacies</b>		
Grant applications	10,683	6,125
Evaluations	<u>2,989</u>	<u>3,301</u>
	13,672	9,426
<b>Charitable activities</b>		
Distribution and delivery	23,789	14,802
Books	21,097	16,324
Production of materials	38,639	36,304
Book club books and distribution	-	2,051
Events	272	2,226
Competition	1,709	1,723
Raising awareness and marketing	5,029	5,819
Support - postage & stationery	-	788
Book club administration	-	13,286
Regional Ambassadors	<u>-</u>	<u>56,247</u>
	<b>90,535</b>	<b>149,570</b>

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# READING FORCE

## DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 30 JUNE 2024

	2024 £	2023 £
<b>Support costs</b>		
<b>Management</b>		
Wages	181,361	111,048
Professional fees	2,017	1,717
Depreciation of tangible and heritage assets	<u>1,181</u>	<u>686</u>
	184,559	113,451
<b>Other</b>		
Telephone	5,283	3,659
Postage and stationery	3,098	1,504
Sundries	-	160
Travel and subsistence	<u>6,395</u>	<u>5,966</u>
	<u>14,776</u>	<u>11,289</u>
Total resources expended	<u>303,542</u>	<u>283,736</u>
<b>Net expenditure</b>	<u>(71,749)</u>	<u>(64,757)</u>

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