

VOLUNTARY ACTION - SWINDON

England & Wales · Charity number 287732

Details

Other names VOLUNTARY ACTION SWINDON

Status Registered

Legal form Charitable company

Company number [01604168](#)

Registered 1983-10-31

Register [View on the Charity Commission register](#)

Contact

Address Voluntary Action Swindon
1 John Street
Swindon
SN1 1RT

Phone 01793538398

Email info@vas-swindon.org

Website www.vas-swindon.org

Activities

Objects: TO PROMOTE ANY CHARITABLE PURPOSE FOR THE BENEFIT OF THE COMMUNITY IN THE BOROUGH OF THAMESDOWN AND IN PARTICULAR THE ADVANCEMENT OF EDUCATION AND FURTHERANCE OF HEALTH AND THE RELIEF OF POVERTY, DISTRESS AND SICKNESS.

Activities: Voluntary Action Swindon is the local Council for Voluntary Service (CVS) in Swindon. As an infrastructure organisation, Voluntary Action Swindon offers capacity building support to voluntary and community organisations; it represents their interests and provides a voice for them in policy-making. All voluntary and community organisations in the Borough of Swindon are our target groups.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Advocacy/advice/information, Acts As An Umbrella Or Resource Body
- **What:** The Prevention Or Relief Of Poverty, Economic/community Development/employment
- **Who:** Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- **Area of benefit:** BOROUGH OF THAMESDOWN
- Swindon
- Wiltshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£609,776	£552,606	£421,519	12
2024-03-31	£491,197	£559,624	-	-
2023-03-31	£471,434	£468,252	-	-
2022-03-31	£518,441	£417,626	£429,594	11
2021-03-31	£341,131	£340,019	-	-

Trustees

Name	Role	Appointed
Bob Barrett	Chair	2015-09-10
David Malcolm Bell		2015-09-10
Esther Adi		2026-03-25
George Stephen Barnes		2024-01-24
Mark Adrian Flay		2020-09-17
NEVILLE MEREDITH		2025-05-21
Pamela Webb		2025-10-22
Rachel Rebecca Hobbs		2026-01-21
Steve Henderson		2015-09-10

VOLUNTARY ACTION - SWINDON

England & Wales - Charity number 287732

Accounts

Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31 March 2025
for
Voluntary Action Swindon

Monahans
Chartered Accountants
Hermes House
Fire Fly Avenue
Swindon
Wiltshire
SN2 2GA

Voluntary Action Swindon

Contents of the Financial Statements
for the Year Ended 31 March 2025

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Voluntary Action Swindon (Registered number: 01604168)

Report of the Trustees
for the Year Ended 31 March 2*

Report of the Trustees
for the Year Ended 31 March 2025

OBJECTIVES AND ACTIVITIES

Objectives and aims

The charity's purpose and its principal activity continues to be that of promoting any charitable purpose for the benefit of the community in the Borough of Swindon.

As the Council for Voluntary Service (CVS) in Swindon, we fulfil our role by offering funding and governance guidance, acting as a responsible landlord to 11 charities and 2 statutory teams across two sites, and provide signposting, training, and a range of other support services. We represent the voice of Swindon's voluntary sector across multiple platforms and actively promote collaboration both within the sector and with statutory services.

In addition, we work alongside Swindon Borough Council to help deliver its equality commitments-ensuring the community's equality voice is heard. Like other CVSs, we also play a vital role in engaging and representing the voluntary sector within the local Integrated Care System, including through our seat on the Integrated Care Board.

Our direct delivery includes:

- The Swindon Shopmobility Service helping people with mobility issues to continue to access town centre shops and facilities independently. We had an average of 165 bookings per month during 2024 - 2025. This is slightly down from the year 2023 - 2024 with an average of 183 monthly bookings. This is partially due to the downturn in shops and facilities in the town centre. We see this increasing again with the opening of the new bus station facilities and regeneration of some areas of the town centre.

- Since 2022, we have delivered a valuable navigation role for Swindon Veterans, supported by a grant from the Veterans Foundation, with further activities supported by additional funding from The Armed Forces Covenant.

Report of the Trustees
for the Year Ended 31 March 2025

Sanford House is a recognised, respected, and inclusive Community Hub in Swindon, known for its strong connections and positive impact. We will remain its head lease holder until June 2026, during which time we will work with the charities we sublease to, and the local authority supporting the charities in finding suitable new premises before our tenure ends.

John Street

John Street is fully utilised. We lease offices to two charities within the building and rent rooms for Swindon Borough Council's Adult Learning team and provide advice and support to the local community.

Conference Facilities

VAS is a recognised provider of professional conference facilities and other services for the voluntary and community sector in Swindon providing a high quality, value for money, responsive service to all of its stakeholders.

Connected and Valued

VAS is a well-known, respected and valued partner and voice for the Swindon Community Sector working to ensure that the sector is understood, connected and a valued partner in integrated health and wellbeing service provision in Swindon. This year we have been working towards a recognised Kite Mark which we expect to complete in May this year. Our sector survey endorses and is available to view on our website.

Income

VAS has diversified income streams but remains a valued and funded Swindon Borough Council service for the Community Sector.

Equality and Diversity

VAS' equality work continues to raise awareness, support the voluntary sector in breaking down barriers, and helping make Swindon become a more inclusive town.

Shopmobility

Shopmobility is a valued, high quality and well-known service for people with mobility issues, enabling those with mobility issues access to Swindon town centre. We take annual feedback to improve the service - these are some of the comments from this year's survey.

"The staff are all lovely and helpful. There is always a scooter and parking available. It's great."

"It enables my wife and I to come to the town centre, knowing that we can get about easily."

Quality of Delivery

We measure the success of our delivery through feedback, surveys and the level of awareness the sector has of VAS.

Our quarterly reports to Swindon Borough Council provide feedback from those using our services, including:

"Thank you for that. An amazingly detailed reply. Extremely helpful." In relation to governance advice provided during Q1 of this financial year.

Report of the Trustees
for the Year Ended 31 March 2025

OBJECTIVES AND ACTIVITIES

Significant activities

From its premises at 1 John Street and through its landlord responsibilities for Sanford House Community Hub, Voluntary Action Swindon provides a wide range of services to voluntary and community organisations in the Borough of Swindon. These include:

- Funding and governance advice service.
- Veteran navigation service, drop-in, support services and social activities.
- Trustee network: including training, advice and guidance.
- Volunteer brokerage.
- Shopmobility service.
- Swindon Youth Voice.
- Championing equality, diversity and inclusion in Swindon.
- Providing a voice on behalf of the voluntary sector.
- Representing the sector and ensuring its role as a valued partner in the Integrated Care System. This is a comment from Age UK, "thank you so much for being a strong voice for the voluntary sector. You have done this with clarity, and fair challenge. Thank you for being there for us all."
- Encouraging and supporting collaboration between the sector and the statutory services.
- Facilities Management.
- Meeting room hire/facilitation of training space.
- Support services including DBS check facilitation and a printing/copying service.
- Weekly e-newsletter.
- Key information dissemination through our website and social media, utilising our extensive CRM to target information to specific sectors of the VCSE.
- Community feedback and consultations through surveys and focus groups funded by our National Lottery funded 'People Like Me' project.
- Sector Survey.
- Community research and feedback.

Public benefit

By achieving our aims Voluntary Action Swindon (VAS) delivers public benefit:

- indirectly by helping the broad range of charities and other voluntary organisations within the Borough of Swindon. Our range of help to inform these charities, build their capacity and maximise their resources to deliver their valuable services within the community.
- Directly through our Shopmobility, Veteran Support, Youth Voice and 'People Like Me' programmes.

The Trustees have paid due regard to the Charity Commission's Guidance on Public Benefit in deciding what activities the charity should undertake. The Trustees consider that they have acted in the public benefit.

Report of the Trustees
for the Year Ended 31 March 2025

ACHIEVEMENTS AND PERFORMANCE

Charitable activities

Funding and Governance Support

Over the year we have dealt with 591 requests for help, across 208 organisations from the Swindon Voluntary and Community Sector. This includes funding and governance help and engagement with a wide range of other issues. We send out weekly funding information to Voluntary Sector organisations using our database to target those that are actively looking for funding. This year we sent out 2452 funding information emails with links to funders.

We also continue to share important information with and between the sector through our weekly newsletter VAS-ID, with subscribers reaching over 800, through our website and our social media feeds.

Directory of Services

We have created a new directory of services along with an interactive map for Swindon to asset map locally available services. This is live on our website, is interactive and will be continually updated and developed as the Community Connectors asset map the areas they are working and living in.

Research Engagement Network (REN) Project

In partnership with the Integrated Care Board's Research and Community Engagement Project Manager, we have been awarded £10k to enhance our People Like Me, Community Connector Programme. This has enabled us to begin working with Bath University and Aardman Animation to support research into young people and the impact social media has on them and their body image.

Swindon Crisis Fund with Kennet Furniture Refurbiz (ICB Health Inequalities Funding)

The VAS Swindon Crisis Fund, working in partnership with Kennet Furniture Refurbiz, Citizens Advice and the Swindon Borough Council Live Well Hub, continues to provide a much-needed service for those experiencing poverty and related health challenges in Swindon. Since the launch in April 2023, it has responded to 340 (to March 2025) referrals from residents with 63% living in the most 10% deprived Local Super Output Areas (LSOA's) nationally and 85% in the 6 most deprived LSOA's in Swindon.

EQUALITY, DIVERSITY & INCLUSION (EDI)

A new Inclusion, Collaboration and Community Development Manager was successfully appointed in the first quarter of 2024/2025.

Equality work during the year included:

- Developing the Inclusivity Network Swindon and merged with the Equality Coalition to better reflect its proactive approach to the EDI agenda. The Inclusion Network isn't so much about raising issues regarding equality but looks to be proactive in supporting engagement and coproduction activities in an inclusive manner and also to upskill the sector with training opportunities.
- Supported an initiative to promote an Easy Read by Default readable AI powered translation tool to the sector.
- Under a new 'People Like Me' project, we recruited Community Connectors from 4 of Swindon's most deprived areas. The idea being that they represent the areas where they live and have a vested interest in seeing improvements at grass roots level. Being part of the solution, rather than being 'done to'. All have been through a thorough induction. Three were funded by National Lottery and one through REN funding. It was agreed that the health research could be split across 4 Community Connector roles, giving us 4 Community Connectors in 4 of the most deprived areas of Swindon.
- Representation on the steering group and operational group for a Swindon Based Placed Project lead by WASP (Wiltshire and Swindon Sport). This is the development stage for money coming to Swindon from Sport England to get people closer to activity.
- Carried out community consultation events (over 30) in the 7 identified areas of the Swindon Placed Based Project to find out community views on what is stopping people from being active. This work will feed into the full bid going to Sport England later this year. This work was successfully carried out by 4 members of the VAS team and included a survey, drop-ins, door knocking and leaflet drops to gather as many views as possible to feed into this project.
- The Equality, Diversity and Collaboration Manager applied for, and was accepted, as one of only 12 representatives on a national programme through NAVCA, Allyship Champions, to increase the access to resources for local community organisation.
- We hosted a special 2-hour Teams workshop with 40+ members of all three placed based VCSE leadership alliances with the ICB in February to get VCSE input to the NHSE 10-year plan consultations.
- VAS' on-going collaboration work includes facilitating several networks for the local voluntary sector including when newly commissioned providers move into Swindon to ease this transition within the VCSE.

COLLABORATION

Swindon Voluntary, Community and Social Enterprise (VCSE) Leadership Alliance

VAS has continued to lead the Swindon VCSE Leadership Alliance network, made up of over 60 leaders from VCSE groups in Swindon.

Voluntary Action Swindon (Registered number: 01604168)

**Report of the Trustees
for the Year Ended 31 March 2025**

Four virtual meetings took place during the year sharing:

- Updates on relevant Integrated Care System activities:

- o Procurement of community-based health services and potential role for VCSE.
- o Integrated Neighbourhood Teams and Team around the person.
- o Pharmacy, Ophthalmology and Dentistry.
- o Health Inequalities Funding.
- o New Mental Health Strategy.
- o NHSE targets - short rather than long term.
- o New NHSE Quality Development Tool.
- o Planned Sport England investment into disadvantaged wards in Swindon.
- o Swindon Crisis Provision Fund.
- o ICA hypertension work and role of the VCSE.
- o HCRG presentation on new Community Services contract in Swindon.
- o How to report a rough sleeper.
- o Swindon Borough Council Designated Lead - managing and reporting safeguarding allegations.

- A 'special' VCSE Alliance meeting was held in November with the new Swindon Labour MPs who shared their priorities for Swindon, followed by a Q&A with the following topics:

- o Government directing people for support to claim Pension Credit to Age UK with no capacity funding.
- o The increase in Employer National Insurance contributions and the impact on the VCSE.

BSW Integrated Care System (ICS) VCSE Alliance

Our Strategic Lead for Integrated Care attends the BSW VCSE Alliance of the four infrastructure organisations regularly, and also meets with the BSW Executive monthly, joined by Healthwatch colleagues. The types of areas discussed are:

- Integrated Care Board (ICB) restructuring Quality Development Tool.
- VCSE Commissioning.
- VCSE Action Plan.
- Future Funding for CVS's.
- Bath (and North East Somerset), Swindon and Wiltshire (BSW) People Plan.
- VCSE representation on various groups.
- KPI's for VCSE Alliance VCSE members.
- Health Inequalities Funding.
- Integrated Neighbourhood Teams Blueprint.
- Vaccination Confidence Grants.
- Engagement Mapping.
- Provider Selection Regime/ Section 75 Funding.
- ICB Delivery Plan.

Voluntary and Community Sector Emergencies Partnership (VCSEP)

We continue to engage in this national partnership funded by central government and led by the British Red Cross, to better co-ordinate the VCSE response to national and local emergencies.

VAS Trustee Network

From a Trustee Network survey, we ascertained most members would like to have meetings on a quarterly basis, for in-person workshop and skills development. There are currently over 60 members of the Trustee Network.

VAS continues to have support pages on our website, and to proactively send out governance updates and relevant information on training and development.

Events/Workshops

VAS hosted a range of workshops through Swindon Trustee Network including:

- Introduction to Bid Writing.
- AI Grant Writer Demonstration and CRM Management.
- Cyber Crime Prevention Session.
- Trusteeship and Volunteering.
- The Roles and Duties of Trustees
- Online Meet the Funder Session
- Essential Policies and Procedures.
- Volunteer and Trustee Recruitment.
- HR/Employment Law.
- Health and Safety Seminar for Charity Trustees and CEOs.

Our 'Meet the Funder' event held on 12th March attracted over 60 attendees. 5 local and national funders attended to present their funding programmes, then attendees had the opportunity to meet the funders for a 1:1 session.

Report of the Trustees
for the Year Ended 31 March 2025

VOICE FOR THE VOLUNTARY SECTOR

VAS has continued to provide input at and provide a voice for the Swindon local Voluntary Sector at a variety of Boards and Forums:

- Health and Wellbeing Board
- Early Intervention, Youth and Strategic Partnership Board
- Swindon Safeguarding Board and Partnerships for Children and Adults
- Safeguarding Wiltshire and Swindon Comms Group
- Safeguarding Learning and Development Group
- Integrated Neighbourhood Teams Steering Group
- Broad Green Action Community Group (Clear, Hold, Build)
- SBC Corporate Peer Challenge
- Corporate Parenting Board
- SBC Quality Assurance Framework
- VAS/SBC Partnership meeting with CEO of SBC
- Let's Talk Swindon Event
- Swindon Place-Based Strategic Steering Group
- Swindon Adult Learning Advisory Board
- Swindon Rough Sleepers Forum
- Feeding Swindon Partnership
- South West Apprenticeship Ambassador Network (SWAAN) meeting
- Get Swindon Active
- Swindon and Wiltshire Domestic Abuse Comms Panel
- Various strategic interview stakeholder panels

Voice for the Voluntary Sector in the Integrated Care System

VAS, along with most of the other Councils for Voluntary Service's (CVS's) across England, has been heavily involved with making sure that the VCSE voice is represented at Integrated Care Systems, specifically for Swindon on the Bath and North East Somerset (BaNES), Swindon and Wiltshire (BSW). We have continued to be part of the BSW VCSE Leadership Alliance at system level with CVS colleagues from BaNES and Wiltshire.

We have engaged other members of the sector with this work with representation on groups, together with over 60 organisations who form the Swindon VCSE Leadership Alliance.

We are also working regionally with other CVS colleagues involved in the Integrated Care Systems in the South West and nationally with other CVS colleagues and our umbrella organisation NAVCA (National Association of Voluntary and Community Action) and a dedicated team within NHS England to ensure that the VCSE is a valued partner in integrated care.

Voice at Integrated Care Meetings

At system level a VAS team member is the VCSE partner member on the BSW ICB Board. Other system level meetings include the Integrated Care Partnership, the Children and Young People Delivery Group, the Community Care Delivery Group, the Population Health Board and others as well as regular meetings between the system VCSE Leadership Alliance and a representative from the BSW ICB Executive team.

FACILITIES MANAGEMENT

Sanford House

We have continued to effectively manage Sanford House under a management agreement with Swindon Borough Council as a community hub of 9 charity tenants and Swindon Borough Council's Live Well Team. We were also able to offer educational training space for various organisations including the adult learning team within Swindon Borough Council. We will continue to be the head lease holder until the lease ends on 30th June 2026.

John Street

We have also continued to manage our own building in John Street with a further 2 charity tenants and a long-term booking from SBC's Adult Learning team.

Conference and meeting room hire

We continue to accommodate a wide range of meetings and training sessions across our John Street and Sanford House venues, such as adult learning courses, First Aid courses and events to support our Trustee Network.

We introduced a new on-line booking system, Lemon Booking, this allows customers to directly book their own rooms. This was introduced in September 2024, since then we have had 2347 bookings.

CHAMPIONING APPRENTICESHIPS

**Report of the Trustees
for the Year Ended 31 March 2025**

We have been able to take on another Level 3 Business Admin apprentice to backfill, which was funded through a National Lottery uplift grant. This apprentice is due to complete their apprenticeship in August this year and we will be offering them full time employment. They were also shortlisted as Apprentice of the Year at the South West Awards, which was attended by 2 members of staff. We continue to send relevant information out to the sector and give advice and support to the sector when taking on an apprentice.

VETERAN SIGNPOSTING

We are in the final year of a two-year funding grant from the Veterans' Foundation which enables us to sustain this navigation service for veterans living in Swindon. We have forged meaningful connections with the relevant welfare services and run face to face sessions monthly in the form of drop-ins and social activities. The veterans can take part in pottery and painting, this encouraged other veterans to join for their general wellbeing

We received additional support from Zurich Community Trust which enabled us to host Christmas activities and day trips for the veterans.

We also secured some additional funding to enable us to provide digital learning session and access to IT equipment through the Good Things Foundation, which was well received by the veterans. Some of whom requested this support.

Voluntary Action Swindon attended a ceremony in October 2025 and were presented with a certificate by the Lord Lieutenant of Wiltshire after being successful in achieving the Armed Forces Employer Recognition Scheme Silver Award.

SHOPMOBILITY

We have continued to sustain the valuable Swindon Shopmobility Service since statutory funding ceased at the end of 2021. The service does not generate sufficient income from rental and scooter servicing to cover the necessary core costs, so we continually look for additional income to support this service and are also looking to expand our service offer to provide off-site servicing of privately owned mobility scooters.

Café Mobility

Café mobility was set up in the carpark of Sanford House, with the idea of raising enough income to support the Shopmobility unit. This proved not to be financially viable, and the Board took the decision to sell the unit in September 2024. It was sold for £12k to a local charity.

OTHER PROJECTS AND SERVICES

Safer Streets / Violence Against Women and Girls (VAWG)

Our work on this project was finalised in May with a celebration event. Our survey reports have been used by statutory services to secure additional funding into the town. These reports are available to view on our website.

Disclosure and Barring Service Umbrella body

We continue to support charities and volunteers by providing a DBS umbrella service, processing 151 DBS checks, also attracting 12 new organisations during this financial year.

Sector Survey

Voluntary Action Swindon is commissioned by Swindon Borough Council to provide support the voluntary and community sector of Swindon. For us to capture the most relevant data and ensure we are providing a quality service, we carry out a sector survey every two years. The latest survey closed on 23rd April. Results from this will be shared with the sector and published on our website.

Printing and Copying Service

We have continued to offer our competitive printing and copying service to smaller organisations when needed, which is completed by volunteers and overseen by staff.

FINANCIAL REVIEW

Financial position

Total funds on 31 March 2025 were £421,519 of which £118,847 were restricted. Funds held as fixed assets were £80,924. Designated funds total £213,000.

Report of the Trustees
for the Year Ended 31 March 2025

FINANCIAL REVIEW

Principal funding sources

Our principal funding sources are:

- Commissioned grant income from Swindon Borough Council to deliver our core infrastructure support to the sector.
- Grant income through a management agreement with Swindon Borough Council to manage Sanford House as an effective community hub. Confirmed to end June 2026.
- National Lottery grant to provide additional capacity for three years from November 2024 - December 2027.
- National Lottery grant to support the new Youth Voice Project 2023-2027, was extended by one year.
- Grant from the BSW ICB for our VCSE representation in the system.
- Veterans Foundation and Armed Forces Covenant Fund Trust provides funding for the salary of our Veteran Support Navigator and funds activities for the veterans.
- Other small grant income.
- Trading Income, including room hire and tenant income.

Investment policy and objectives

The investment policy and objectives are agreed by the Board to minimise risk by spreading the investment of reserves to maximise the protection through the Financial Services Compensation Scheme protecting the first £85,000 of any savings. This also maximises return whilst ensuring available cash flow to meet liabilities and to be able to respond to emergency building repair issues.

Principal risks and uncertainties

The Board review the principal risks for the charity on a regular basis and put strategies in place to manage these risks. Our top risks at this point are:

Losing the opportunity to manage Sanford House confirmed as June 2026 - mitigated by working with the local authority to find a suitable location for the charities that are working from Sanford House to move out into the community. This will also impact on our Shopmobility service, we are in discussion with the local authority to re site this unit, which is in the carpark of Sanford House.

Business Continuity - we refresh the current Business Continuity Plan annually. A key risk is the development of John Street as a residential area, and the potential impact this will have on our building. We continue to monitor the building work within the area; we have funding in reserves to pay for legal advice if necessary.

We also have an old heating system, and we have kept reserves in place to manage this should the current heating system break down or need replacing.

Succession planning is always a challenge with a small team but is continually monitored and we encourage growth and promotion. One of our apprentices is now our Volunteer and Digital Marketing Co-ordinator and we have back filled with another apprentice, who completes her apprenticeship in August and will join the team as a Marketing, Communication and Admin Officer. We have increased our training programme with staff, to ensure we have experienced and trained staff to grow with the organisation.

Reserves policy

Factors likely to affect future financial performance or position are mitigated by an adequate reserves policy:

Most of VAS's income comes from the local authority, supplemented by grant income and trading income through room hire, car park space rental, training and Shopmobility custom. Should circumstances in the future mean that this income reduces or is impacted, VAS would have to seek new funding sources at a sufficient level to enable it to continue to deliver its charitable aims. The Trustees feel it is necessary to keep a minimum of six months and ideally twelve months operational costs in reserve as well as financial provision to cover any necessary restructuring if necessary. In addition, any restricted funds are held in reserve to enable us to fulfil our funding obligations. Currently restrictive funds stand at £118,847 and an operational reserve at £138,000. The operational reserves currently amount to 6 months running costs.

Property Maintenance Fund

The Trustees recognise the age of 1 John Street and its deteriorating infrastructure where most of the VAS team and some tenants are based. They feel that it is appropriate to hold some reserve in anticipation of urgent repair of the cost of temporary facilities should the repair work render the current office environment uninhabitable during renovation to ensure continuity of service. Current reserves held for this £50,000.

New Property Fund

In the longer term, given that 1 John Street is in area earmarked for redevelopment, any sale and purchase of new premises will require legal and surveyor costs and/or temporary office accommodation during any renovations. The Trustees have decided to make a provision of £25,000 for this to ensure continuity of service.

Report of the Trustees
for the Year Ended 31 March 2025

FUTURE PLANS

Our key objectives for the next year include continuing:

- To secure additional funding to grow and sustain the organisation.
- To develop and grow our valued 'People Like Me' project beyond the initial one year pilot.
- To continue to develop our Youth Voice Project.
- To provide responsive and proactive funding and governance advice.
- To champion equality and diversity and inclusion.
- To ensure that the Swindon VCSE is a valued partner in the Swindon Integrated Care Alliance.
- To ensure that the VCSE is a valued partner in the broader BSW Integrated Care System and in the new ICB Cluster arrangement.
- To be a representative voice for the Swindon VCSE on Boards and Forums.
- To signpost veterans to services in Swindon and develop the requested activities for veterans and to seek ongoing sustainability for this work.
- To continue working with Wiltshire and Swindon Sport (WASP) to support additional funding coming into Swindon via Sport England to encourage people to becoming more active via our 'People Like Me' Community Connector programme.
- To develop our Corporate Volunteering offer to generate and sustain this offer.
- To seek funding to develop our community work for co-production with the people of Swindon, which forms part of our new strategic plan.
- To sustain the Swindon Shopmobility Service and secure a new site.
- To support the charities within Sanford House to become rehoused in suitable locations within Swindon's community following its closure in June 2026.
- To sustain and grow existing and build new collaboration networks.
- To explore and develop our 'paid for' services as a way of generating additional income.
- To champion apprenticeships in the Voluntary Sector.
- To invest in training and developing the VAS team.
- To recruit new Trustees with the necessary skills, representative of the diversity of Swindon's population.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Voluntary Action Swindon is a charitable company, limited by guarantee. The charitable company was established under Memorandum of Association, which sets out the objects and powers of the charitable company and is governed under its Articles of Association.

Recruitment and appointment of new trustees

We aim for VAS the Board to be representative of the community we support with the appropriate range of skills and experience and a VAS team of staff and volunteers that reflects the diversity of the town that is sufficiently resourced, experienced, and respected. We do have work to do in recruiting a more diverse board, now we have 5 white, male trustees. We will be advertising for more diversity, and we are also looking to include young trustees from our Youth Project.

Organisational structure

Members support the aims of the organisation and are invited to the Annual General Meeting. Members elect the trustees, and these individuals are also company directors. The members of the Board are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting. They are able to sit for a maximum of 5 terms. In the event of the charitable company being wound up, members are required to contribute an amount not exceeding £1.

Voluntary Action Swindon can have a Board of up to 12 members who meet on a regular basis and are responsible for the strategic direction and policy of the charity. At present there are 5 members of the Board from a variety of professional backgrounds relevant to the work of the charity. The CEO also attends Board meetings but has no voting rights.

The Board and the CEO work to an agreed delegation document.

Induction and training of new trustees

An induction pack has been prepared, drawing information from the various Charity Commission publications. This is distributed to all new trustees along with the Memorandum and Articles, and the latest financial statements. As part of a planned Trustee Induction training programme. Training is made available to trustees throughout the year, and they are encouraged to attend external events.

Report of the Trustees
for the Year Ended 31 March 2025

STRUCTURE, GOVERNANCE AND MANAGEMENT

Key management remuneration

The Chief Executive Officer undertakes annual external benchmarking of salaries and shares the source data output from this with the Board of Trustees. Each employees' salary is benchmarked to a market rate, and, within affordability, the Trustees strive to adjust salaries annually with the aim of moving competent and experienced staff to as close to the middle market rate as possible.

Fundraising Standards

As a charity we do not carry out significant fundraising activities but are aware of the Fundraising Standard requirements and would seek to adhere to them at all times.

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.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

01604168 (England and Wales)

Registered Charity number

287732

Registered office

1 John Street
Swindon
Wiltshire
SN1 1RT

Trustees

D Bell
R Barrett
M Flay
S Henderson
S Barnes
N O'Reilly Meredith (appointed 21.5.25)

Chief Executive Officer - C Willis

Independent Examiner

James Gare FCA DChA
Monahans
Chartered Accountants
Hermes House
Fire Fly Avenue
Swindon
Wiltshire
SN2 2GA

Bankers

Lloyds TSB Bank PLC
5 High Street
Swindon
Wiltshire

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

.....
R Barrett - Trustee

**Independent Examiner's Report to the Trustees of
Voluntary Action Swindon**

Independent examiner's report to the trustees of Voluntary Action Swindon ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2025.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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

James Gare FCA DChA

Monahans
Chartered Accountants
Hermes House
Fire Fly Avenue
Swindon
Wiltshire
SN2 2GA

Date:

Voluntary Action Swindon

Statement of Financial Activities
for the Year Ended 31 March 2025

	Notes	Unrestricted funds £	Restricted funds £	2025 Total funds £	2024 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	117,419	352,209	469,628	364,482
Charitable activities					
Funding Advice and Sector Support	5	30,447	50,940	81,387	80,356
Direct Community Support		21,198	-	21,198	31,708
Investment income	4	12,357	-	12,357	5,749
Other income		25,206	-	25,206	8,902
Total		<u>206,627</u>	<u>403,149</u>	<u>609,776</u>	<u>491,197</u>
EXPENDITURE ON					
Charitable activities					
Funding Advice and Sector Support	6	213,008	293,140	506,148	463,562
Direct Community Support		41,811	4,647	46,458	96,062
Total		<u>254,819</u>	<u>297,787</u>	<u>552,606</u>	<u>559,624</u>
NET INCOME/(EXPENDITURE)					
Transfers between funds	21	(48,192)	105,362	57,170	(68,427)
		13,374	(13,374)	-	-
Net movement in funds		<u>(34,818)</u>	<u>91,988</u>	<u>57,170</u>	<u>(68,427)</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		337,490	26,859	364,349	432,776
TOTAL FUNDS CARRIED FORWARD		<u>302,672</u>	<u>118,847</u>	<u>421,519</u>	<u>364,349</u>

The notes form part of these financial statements

Voluntary Action Swindon (Registered number: 01604168)

Balance Sheet
31 March 2025

	Notes	2025 £	2024 £
FIXED ASSETS			
Tangible assets	15	80,924	88,626
CURRENT ASSETS			
Stocks	16	500	979
Debtors: amounts falling due within one year	17	16,113	9,008
Cash at bank and in hand		382,884	455,040
		<u>399,497</u>	<u>465,027</u>
CREDITORS			
Amounts falling due within one year	18	(58,902)	(189,304)
NET CURRENT ASSETS		<u>340,595</u>	<u>275,723</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		421,519	364,349
NET ASSETS		<u>421,519</u>	<u>364,349</u>
FUNDS	21		
Unrestricted funds		302,672	337,490
Restricted funds		118,847	26,859
TOTAL FUNDS		<u>421,519</u>	<u>364,349</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2025.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2025 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

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

.....
R Barrett - Trustee

Voluntary Action Swindon

Cash Flow Statement
for the Year Ended 31 March 2025

	Notes	2025 £	2024 £
Cash flows from operating activities			
Cash generated from operations	1	(96,513)	2,928
Net cash (used in)/provided by operating activities		<u>(96,513)</u>	<u>2,928</u>
Cash flows from investing activities			
Sale of tangible fixed assets		12,000	-
Interest received		12,357	5,749
Net cash provided by investing activities		<u>24,357</u>	<u>5,749</u>
Change in cash and cash equivalents in the reporting period			
		(72,156)	8,677
Cash and cash equivalents at the beginning of the reporting period		<u>455,040</u>	<u>446,363</u>
Cash and cash equivalents at the end of the reporting period		<u><u>382,884</u></u>	<u><u>455,040</u></u>

The notes form part of these financial statements

Voluntary Action Swindon

Notes to the Cash Flow Statement
for the Year Ended 31 March 2025

1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2025 £	2024 £
Net income/(expenditure) for the reporting period (as per the Statement of Financial Activities)	57,170	(68,427)
Adjustments for:		
Depreciation charges	2,269	6,294
Profit on disposal of fixed assets	(6,567)	-
Interest received	(12,357)	(5,749)
Decrease in stocks	479	49
Decrease in debtors	17	28,851
(Decrease)/increase in creditors	(137,524)	41,910
Net cash (used in)/provided by operations	<u>(96,513)</u>	<u>2,928</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.24 £	Cash flow £	At 31.3.25 £
Net cash			
Cash at bank and in hand	455,040	(72,156)	382,884
	<u>455,040</u>	<u>(72,156)</u>	<u>382,884</u>
Total	<u>455,040</u>	<u>(72,156)</u>	<u>382,884</u>

Voluntary Action Swindon

Notes to the Financial Statements for the Year Ended 31 March 2025

1. GENERAL INFORMATION

Voluntary Action Swindon is a charitable company limited by guarantee, without share capital, incorporated in England and Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The registered office address is 1 John Street, Swindon SN1 1RT. The principal activities can be found in the Trustees' Report.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value.

The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest pound.

Going concern

The majority of the charity's income comes from contracts with the local authority which are due to end in June 2026 and the charity will be required to retender for it. Should the organisation fail to win the bids, or the local authority decide not commission an Infrastructure organisation, or the contracts are awarded at a lower value to their current value, this may have a detrimental impact on the organisation's operations and cash flows. However the charity has unrestricted reserves (excluding fixed assets) of some £222k and the balance sheet is strong. On this basis, the trustees consider it appropriate to prepare the financial statements on the going concern basis. This assumes that the charity will continue in operational existence for the foreseeable future. In making this assessment the trustees have reviewed the balance sheet, the likely future cash flows of the charity and have considered the funds available at this point in time.

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.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Donations are recognised on a receivable basis where there is certainty of receipt and the amount can be reliably measured.

Where material, donated goods and services are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. On receipt, where material, donated goods and services are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

In accordance with the Charities SORP (FRS 102), the general volunteer time is not recognised and refer to the trustees' annual report for more information about their contribution.

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.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Voluntary Action Swindon

Notes to the Financial Statements - continued for the Year Ended 31 March 2025

2. ACCOUNTING POLICIES - continued

Tangible fixed assets

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

Freehold property	- 2% on straight line basis
Fixtures and fittings	- 25% on straight line basis

Expenditure on tangible fixed assets amounting to less than £1000 per item is not capitalised

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

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

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.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

3. DONATIONS AND LEGACIES

	2025	2024
	£	£
Donations	2,902	3,697
Grants	466,726	360,785
	<u>469,628</u>	<u>364,482</u>

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

3. DONATIONS AND LEGACIES - continued

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

	2025 £	2024 £
Swindon Borough Council	233,112	238,406
The National Lottery Community Fund	137,680	56,999
The Veterans Foundation	21,935	9,082
NHS Banes, Swindon & Wiltshire	69,000	44,000
Garfield Weston Foundation	-	5,000
Other grants	4,999	7,298
	<u>466,726</u>	<u>360,785</u>

4. INVESTMENT INCOME

	2025 £	2024 £
Deposit account interest	12,357	5,749
	<u>12,357</u>	<u>5,749</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2025 £	2024 £
Letting and rental income	Funding Advice and Sector Support	78,678	77,737
Community print	Funding Advice and Sector Support	2,487	2,439
Training and conference	Funding Advice and Sector Support	222	180
Shopmobility sales	Direct Community Support	20,407	22,250
Café mobility sales	Direct Community Support	791	9,458
		<u>102,585</u>	<u>112,064</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 7) £	Grant funding of activities (see note 8) £	Support costs (see note 9) £	Totals £
Funding Advice and Sector Support	359,219	3,482	143,447	506,148
Direct Community Support	44,279	-	2,179	46,458
	<u>403,498</u>	<u>3,482</u>	<u>145,626</u>	<u>552,606</u>

7. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2025 £	2024 £
Staff costs	350,332	340,805
Other staff costs	4,539	5,804
Community print	4,711	4,447
Project costs	38,444	18,060
Shopmobility costs	4,735	3,607
Café costs	737	7,413
	<u>403,498</u>	<u>380,136</u>

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

8. GRANTS PAYABLE

	2025	2024
	£	£
Funding Advice and Sector Support	3,482	-
	<u>3,482</u>	<u>-</u>

£3,482 grants we paid to VCSE groups, pharmacies and GP practices to support the case finding of Hypertension.

9. SUPPORT COSTS

	Management	Finance	Governance costs	Totals
	£	£	£	£
Funding Advice and Sector Support	137,741	3,775	1,931	143,447
Direct Community Support	2,179	-	-	2,179
	<u>139,920</u>	<u>3,775</u>	<u>1,931</u>	<u>145,626</u>

10. NET INCOME/(EXPENDITURE)

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

	2025	2024
	£	£
Depreciation - owned assets	2,269	6,294
Surplus on disposal of fixed assets	(6,567)	-
Independent examination	2,131	2,131
Operating leases	2,444	1,529
	<u>2,444</u>	<u>1,529</u>

11. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2025 nor for the year ended 31 March 2024.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2025 nor for the year ended 31 March 2024.

12. STAFF COSTS

	2025	2024
	£	£
Wages and salaries	320,731	311,538
Social security costs	19,265	19,771
Other pension costs	10,336	9,496
	<u>350,332</u>	<u>340,805</u>

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

	2025	2024
Supervision	2	1
Support/Facilities/Finance	4	4
Direct project delivery	9	10
	<u>15</u>	<u>15</u>

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

The average monthly number of full-time equivalent employees during the year was 12 (2024: 12):

Key management personnel for the charity comprises the Trustees and the Chief Executive Officer. The total employee benefits for key management personnel of the charity were £47,906 (2024: £45,953).

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

13. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	132,495	231,987	364,482
Charitable activities			
Funding Advice and Sector Support	25,454	54,902	80,356
Direct Community Support	31,708	-	31,708
Investment income	5,749	-	5,749
Other income	8,902	-	8,902
Total	<u>204,308</u>	<u>286,889</u>	<u>491,197</u>
EXPENDITURE ON			
Charitable activities			
Funding Advice and Sector Support	117,171	346,391	463,562
Direct Community Support	96,062	-	96,062
Total	<u>213,233</u>	<u>346,391</u>	<u>559,624</u>
NET INCOME/(EXPENDITURE)	(8,925)	(59,502)	(68,427)
Transfers between funds	20,736	(20,736)	-
Net movement in funds	11,811	(80,238)	(68,427)
RECONCILIATION OF FUNDS			
Total funds brought forward	325,678	107,098	432,776
TOTAL FUNDS CARRIED FORWARD	<u><u>337,489</u></u>	<u><u>26,860</u></u>	<u><u>364,349</u></u>

14. GOVERNMENT GRANT INCOME:

	2025 £	2024 £
Swindon Borough Council	233,112	238,406
NHS BANES, SWINDON AND WILTSHIRE	69,000	44,000

There were no unfulfilled conditions or other contingencies attached to these grants. The charity has not directly benefited from any other forms of government assistance.

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

15. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Totals £
COST			
At 1 April 2024	113,425	61,039	174,464
Disposals	-	(16,100)	(16,100)
	<hr/>	<hr/>	<hr/>
At 31 March 2025	113,425	44,939	158,364
	<hr/>	<hr/>	<hr/>
DEPRECIATION			
At 1 April 2024	30,232	55,606	85,838
Charge for year	2,269	-	2,269
Eliminated on disposal	-	(10,667)	(10,667)
	<hr/>	<hr/>	<hr/>
At 31 March 2025	32,501	44,939	77,440
	<hr/>	<hr/>	<hr/>
NET BOOK VALUE			
At 31 March 2025	80,924	-	80,924
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
At 31 March 2024	83,193	5,433	88,626
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

16. STOCKS

	2025 £	2024 £
Stocks	500	979
	<hr/> <hr/>	<hr/> <hr/>

17. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025 £	2024 £
Trade debtors	4,134	3,323
Prepayments and accrued income	11,979	5,685
	<hr/>	<hr/>
	16,113	9,008
	<hr/> <hr/>	<hr/> <hr/>

18. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025 £	2024 £
Trade creditors	13,004	18,322
Social security and other taxes	5,595	5,573
Other creditors	14,061	3,266
Accruals and deferred income	26,242	162,143
	<hr/>	<hr/>
	58,902	189,304
	<hr/> <hr/>	<hr/> <hr/>

Included within accruals and deferred income is deferred income totalling £Nil (2024: £123,844) relating to income received in advance for projects in 25/26.

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

19. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2025 £	2024 £
Within one year	3,259	382
Between one and five years	5,703	-
	<u>8,962</u>	<u>382</u>

20. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds £	Restricted funds £	2025 Total funds £	2024 Total funds £
Fixed assets	80,924	-	80,924	88,626
Current assets	292,168	107,329	399,497	465,027
Current liabilities	(70,420)	11,518	(58,902)	(189,304)
	<u>302,672</u>	<u>118,847</u>	<u>421,519</u>	<u>364,349</u>

21. MOVEMENT IN FUNDS

	At 1.4.24 £	Net movement in funds £	Transfers between funds £	At 31.3.25 £
Unrestricted funds				
General fund	124,490	(48,192)	13,374	89,672
Property maintenance fund	50,000	-	-	50,000
Operational reserve fund	138,000	-	-	138,000
Property fund	25,000	-	-	25,000
	<u>337,490</u>	<u>(48,192)</u>	<u>13,374</u>	<u>302,672</u>
Restricted funds				
SBC - Sanford House	14,426	(3,346)	13,125	24,205
Sanford House	2,786	-	(2,786)	-
National Lottery - Youth Project	92	36,253	-	36,345
The Veterans Foundation	-	5,453	(5,453)	-
Mind	1,200	-	(1,200)	-
Capacity funding	-	29,835	-	29,835
Pride of Swindon Awards	2,064	-	-	2,064
BSW ICB Board - VCSE representation	-	16,255	(16,255)	-
Men's Shed Project	3,134	(2,329)	(805)	-
BSW ICB Board Health Inequalities	3,157	2,000	-	5,157
People Like Me	-	9,723	-	9,723
Hypertension case finding grants	-	11,518	-	11,518
	<u>26,859</u>	<u>105,362</u>	<u>(13,374)</u>	<u>118,847</u>
TOTAL FUNDS	<u>364,349</u>	<u>57,170</u>	<u>-</u>	<u>421,519</u>

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

21. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	206,627	(254,819)	(48,192)
Restricted funds			
SBC - Sanford House	169,347	(172,693)	(3,346)
National Lottery - Youth Project	103,000	(66,747)	36,253
The Veterans Foundation	20,935	(15,482)	5,453
Shopmobility	4,647	(4,647)	-
Capacity funding	34,680	(4,845)	29,835
BSW ICB Board - VCSE representation	18,000	(1,745)	16,255
Men's Shed Project	1,000	(3,329)	(2,329)
BSW ICB Board Health Inequalities	26,000	(24,000)	2,000
People Like Me	10,000	(277)	9,723
Youth project	540	(540)	-
Hypertension case finding grants	15,000	(3,482)	11,518
	<u>403,149</u>	<u>(297,787)</u>	<u>105,362</u>
TOTAL FUNDS	<u>609,776</u>	<u>(552,606)</u>	<u>57,170</u>

Comparatives for movement in funds

	At 1.4.23 £	Net movement in funds £	Transfers between funds £	At 31.3.24 £
Unrestricted funds				
General fund	112,678	(8,924)	20,736	124,490
Property maintenance fund	50,000	-	-	50,000
Operational reserve fund	138,000	-	-	138,000
Property fund	25,000	-	-	25,000
	<u>325,678</u>	<u>(8,924)</u>	<u>20,736</u>	<u>337,490</u>
Restricted funds				
SBC - Sanford House	36,891	(22,465)	-	14,426
Sanford House	2,786	-	-	2,786
National Lottery - Youth Project	-	92	-	92
The Veterans Foundation	22,680	(15,846)	(6,834)	-
BSW ICB Capacity Funding	3,500	8,559	(8,902)	3,157
Mind	1,260	(60)	-	1,200
Capacity funding	28,606	(28,606)	-	-
Pride of Swindon Awards	2,064	-	-	2,064
REND Research Engagement Network Development	9,311	(4,311)	(5,000)	-
Men's Shed Project	-	3,134	-	3,134
	<u>107,098</u>	<u>(59,503)</u>	<u>(20,736)</u>	<u>26,859</u>
TOTAL FUNDS	<u>432,776</u>	<u>(68,427)</u>	<u>-</u>	<u>364,349</u>

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

21. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	204,308	(213,232)	(8,924)
Restricted funds			
SBC - Sanford House	171,808	(194,273)	(22,465)
National Lottery - Youth Project	35,118	(35,026)	92
The Veterans Foundation	-	(15,846)	(15,846)
BSW ICB Capacity Funding	31,000	(22,441)	8,559
Mind	-	(60)	(60)
Shopmobility	5,000	(5,000)	-
Capacity funding	21,881	(50,487)	(28,606)
BSW ICB Board - VCSE representation	13,000	(13,000)	-
REND Research Engagement Network Development	-	(4,311)	(4,311)
Men's Shed Project	9,082	(5,948)	3,134
	<u>286,889</u>	<u>(346,392)</u>	<u>(59,503)</u>
TOTAL FUNDS	<u>491,197</u>	<u>(559,624)</u>	<u>(68,427)</u>

The charity's restricted funds have the following purposes:

Sanford House - Funds utilised to meet legal expenditure.

SBC - Sanford House -Funds applied to expenditure on project development costs, internal and external costs.

Wiltshire Community Foundation - to help with the establishment of the café.

Capacity funding - National Lottery funding to improve and enhance the service provided to charities and community groups

The Veterans Foundation - fund the recruitment and employment of a veteran support worker

BSW - ICB Capacity Funding - to provide capacity funding to Swindon VCSE organisations to engage in future ICS/ICA work.

Mind - Time to Talk project funding

Café mobility - Funding to establish outdoor coffee shop and heated seating space adjacent to shopmobility service run. This fund also includes donations received for the café.

Shopmobility - to employ a shopmobility supervisor to focus on reducing isolation and improving wellbeing of adults with mobility issues

Pride of Swindon Awards - funds to arrange a formal community awards event

BSW ICB Board VCSE representation - Funding provided to support the release of a VCSE representative to attend the BSW ICB Board.

Volunteer Centre - establishing a volunteer brokerage service

REND Research Engagement Network Development - work to see how best to engage with a specific target group

Population Health Management - VCSE sector engagement and participation in the population health management programme.

VAS Conference - sponsorship for the VAS conference.

Voluntary Action Swindon

Notes to the Financial Statements - continued for the Year Ended 31 March 2025

21. MOVEMENT IN FUNDS - continued

People like me - Part funding to run a pilot project to start a Community Connectors program in 4 of Swindon's most deprived areas.

National lottery - A youth led project addressing issues that concern the participants. The project is working in partnership with SMASH, Mechanics, Prime Theatre.

Youth project - Donations from a charity run undertaken by a member of the public includes match funding by their employer.

Hypertension case finding grants - funding to be used for VCSE time, venue costs, refreshment costs, marketing and equipment costs associated with facilitating blood pressure checks at VCSE events and activities. It can also be used for paying community pharmacies and GP practices for the supply of pharmacists and practice nurses/qualified staff to attend the events to provide the Blood Pressure checks, record keeping and signposting.

The charity's designated funds have the following purposes:

Property Maintenance Fund - Fund to provide for any emergency and major repairs and refurbishments as and when required.

Operational Reserve Fund - Funds set aside equivalent to 6 months (ideally 12) of core operating costs of the organisation in accordance with the reserves policy mentioned in the Trustees Report.

Property Fund - Funds set aside to cover costs to identify new premises and pay for surveyors and architects fees should the John Street property be involved in any Town Centre development.

Transfers between funds

£16,254 transferred out of the VCSE representative fund for staff time, supervision, preparation and feedback as a member of the ICB Board.

£13,125 transferred into the Sanford fund as under the management lease losses on Sanford House are shared by VAS on agreed percentages.

£5,453 transferred out of the Veterans Foundation for supervision, marketing, printing and overheads.

22. EMPLOYEE BENEFIT OBLIGATIONS

The charity operates a defined contribution pension scheme. The costs for the period was £10,336 (2024: £9,496). At 31 March 2025 contributions totalling £1,095 (2024: £2,074) were outstanding.

23. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2025.

24. AGENCY ARRANGEMENTS

Voluntary Action Swindon entered into an agreement with Kennet Furniture Refurbiz to host the distribution of the funding to support households in the most financially deprived areas of Swindon have access to furniture and white goods. In the year ended 31 March 2023 the charity received £25,000. In the year ended 31 March 2024, they received another £25,000, and disbursed funds of £34,156. In the year ended 31 March 2025, they received another £25,000, and disbursed funds of £31,554. Total undistributed funds at 31 March 2025 were £9,290 and this is held in other creditors.

VOLUNTARY ACTION - SWINDON

England & Wales - Charity number 287732

Accounts

REGISTERED COMPANY NUMBER: 01604168 (England and Wales)
REGISTERED CHARITY NUMBER: 287732

Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31 March 2024
for
Voluntary Action Swindon

Monahans
Chartered Accountants
Hermes House
Fire Fly Avenue
Swindon
Wiltshire
SN2 2GA

Voluntary Action Swindon

Contents of the Financial Statements
for the Year Ended 31 March 2024

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Report of the Trustees
for the Year Ended 31 March 2024

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

The Board is pleased to report that the charity continued to deliver a good quality service to our stakeholders during the 2023/2024 financial year, making the best use of limited funding and resources. VAS is proud to have been a valued Council for Voluntary Services (CVS) in Swindon since 1932, 92 years. We are in the final year of our current local authority contract and are aiming to secure core funding to continue our vital services in the coming years, both from the local authority and our other funders.

Staff, Volunteers and Trustees worked well together to deliver a challenging and diverse set of objectives, and I would like to extend my thanks to everyone for the part they each played in our successful delivery.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The charity's object and its principal activity continues to be that of promoting any charitable purpose for the benefit of the community in the Borough of Swindon.

As the CVS in Swindon, we achieve this through providing funding and governance advice; being a responsible landlord to 11 charities; signposting, training and other support services, being the voice for the Swindon Voluntary sector on several platforms as well as encouraging collaboration within the Voluntary Sector and with the statutory services. We also support Swindon Borough Council in delivery of its equality commitments, providing scrutiny and ensuring that the equality voice of the Swindon community has a platform. Like other CVS's we also have a pivotal role in representing and engaging the sector in the local Integrated Care System, including representation on the Integrated Care Board.

Our direct delivery includes:

- The Swindon Shopmobility Service helping people with mobility issues to continue to access town centre shops and facilities independently.
- Since 2022, we have delivered a valuable navigation role for Swindon Veterans, supported by a grant from the Veterans Foundation, with further activities supported by additional funding from The Armed Forces Covenant Fund Trust. A successful funding application for a further 2 years is enabling us to continue with this project. In September 2023, VAS was invited by our local MP Rt. Hon. Sir Robert Buckland to attend a reception in recognition of our veteran services at 10 Downing Street hosted by Rt. Hon. Johnny Mercer, Minister for Veteran Affairs.
- Thanks to a grant from the National Lottery, we are the lead partner delivering a four-year collaborative project to develop a stronger Youth Voice in Swindon. The project also aims to help bring together youth services in Swindon and make sure that young people can access the help and support they need. In partnership with SMASH, Prime Theatre and Swindon and Gloucestershire Mind we are running workshops, discussion groups, creative activities and a programme of visits and guest speakers designed to help young people grow in confidence and be able to make a difference to the world around them.
- Since 2023, we have been developing Volunteering Swindon as a brokerage service. This is partially funded by the National Lottery; we are also looking at ways of generating sustainable income by introducing corporate volunteering as a charged for service.

Public benefit

By achieving our aims Voluntary Action Swindon (VAS) delivers public benefit indirectly by helping the broad range of charities and other voluntary organisations within the Borough of Swindon. Our range of services help to inform these charities, build their capacity and maximise their resources to deliver their valuable services within the community.

Voluntary Action Swindon (Registered number: 01604168)

Report of the Trustees
for the Year Ended 31 March 2024

Strategies

Our key strategies for achieving our aims and objectives are reviewed annually, and we are in the final year of our 4-year plan, most objectives have been reached, these will be reviewed with Board and staff and a new plan generated during 2024.

Board and Team

We aim for VAS Board to reflect the community we support with the appropriate range of skills and experience. A VAS team of staff and volunteers that reflects the diversity of the town that is sufficiently resourced, experienced, and respected.

Sanford House

Sanford House is a well-known, valued, influential, connected and welcoming Community Hub for people in Swindon, for which we continue to be the landlords of.

John Street

John Street is fully utilised. We lease offices to two charities within the building and rent rooms for Swindon Borough Council's Adult Learning team and provide advice and support to the local community.

Services

VAS is a go to provider of professional conference facilities and other services for the voluntary and community sector in Swindon providing a high quality, value for money, responsive service to all of its stakeholders.

Connected and Valued

VAS is a well-known, respected and valued partner and voice for the Swindon Community Sector working to ensure that the sector is valued, understood, connected and a valued partner in integrated health and wellbeing service provision in Swindon. This year we have been working towards a recognised Kite Mark to endorse this.

Income

VAS has diversified income streams but remains a valued and funded Swindon Borough Council service for the Community Sector.

Equality and Diversity

VAS' equality work continues to raise awareness, support the voluntary sector in breaking down barriers, and helping make Swindon become a more inclusive town.

Shopmobility

Shopmobility is a valued, self-sustained, high quality and well-known service for people with mobility issues, enabling those with mobility issues access to Swindon town centre.

We measure the success of our delivery through feedback, surveys and the level of awareness the sector has of VAS.

Café Mobility

Café Mobility was launched in May 2022 with the aim of generating additional income for the Shopmobility Service. Sadly, it was necessary for the Board to take the difficult decision at the end of this financial year to close Café Mobility during the next financial year as due to various external factors the café proved to be an unviable option.

Voluntary Action Swindon (Registered number: 01604168)

Report of the Trustees
for the Year Ended 31 March 2024

OBJECTIVES AND ACTIVITIES

Significant activities

From its premises at 1 John Street and through its landlord responsibilities for Sanford House Community Hub, Voluntary Action Swindon provides a wide range of services to voluntary and community organisations in the Borough of Swindon. These include:

- Funding and governance advice service.
- Veteran navigation service, drop-in and social activities.
- Trustee network including training, advice and guidance.
- Volunteer brokerage.
- Shopmobility service.
- Championing equality, diversity and inclusion in Swindon.
- Providing a voice on behalf of the voluntary sector.
- Representing the sector and ensuring its role as a valued partner in the Integrated Care System.
- Encouraging and supporting collaboration between the sector and the statutory services.
- Facilities Management.
- Meeting room hire/facilitation of training space.
- Support services including DBS check facilitation and a printing/copying service.
- Weekly newsletter.
- Key information dissemination through our website and social media, utilising our extensive CRM to target information to specific sectors of the VCSE.
- Swindon Youth Voice.
- Community feedback and consultations through surveys and focus groups.
- Sector Survey.
- Community research and feedback.

Report of the Trustees
for the Year Ended 31 March 2024

ACHIEVEMENT AND PERFORMANCE

Charitable activities

FUNDING AND GOVERNANCE SUPPORT

Requests for help:

Over the year we have dealt with 419 requests for help, across 244 organisations from the Swindon Voluntary and Community Sector. This includes funding and governance help and engagement with a wide range of other issues. We send out weekly funding information to Voluntary Sector organisations using our database to target those that are actively looking for funding. This year we sent out 2181 funding information emails with links to funders.

We also continue to share important information with and between the sector through our weekly newsletter VAS-ID, with subscribers reaching over 700, through our website and our social media feeds.

Health Inequalities Funding through the Bath and North East Somerset, Swindon and Wiltshire (BSW) Integrated Care Board (ICB):

In partnership with the Swindon Director of Public Health and the ICB Swindon Place Director, we supported a bidding process for £493,000 of the Swindon allocation of this funding. 57 bids were received from across the Integrated Care System in Swindon. There were three out of the nine successful bids from the Swindon Voluntary Sector amounting to just short of £156,000. Most of this funding will now be made available from the ICB in the 2024/2025 financial year with a small amount released in late 2023/2024 to honour commitments.

Kennet Furniture Project (Health Inequalities Funding)

The VAS/KFR Swindon Crisis Fund, working in partnership with Citizens Advice and the Swindon Borough Council Live Well Hub, continues to provide a much-needed service for those experiencing poverty and related health challenges in Swindon. Since the launch in April 2023, it has responded to 184 referrals from residents with 58% living in the most 10% deprived Local Super Output Areas (LSOA's) nationally and 72% in the 6 most deprived LSOA's in Swindon.

EQUALITY, DIVERSITY & COLLABORATION

Through our equality work we continued to coordinate the Swindon Equality Coalition.

Equality work during the year included:

- Developing a postcard and web page to find out what equality barriers exist to people accessing their GPs.
- Supporting groups for people with specific protected characteristics, including physical and learning disability, LGBTQ+, and lived experience of mental health issues.
- Face to face meetings established for those with specific protected characteristics, including Disability in Swindon for those with physical disabilities and Sparkle Swindon for those with lived experience of mental health services.
- We also supported the Integrated Care System with some engagement research to better understand how the system can engage with specific communities. VAS engaged a project manager to focus on how best to target two groups: manual workers with English as a second language, and the travelling community. The findings of this research will form part of a national programme of research undertaken by ten Integrated Care Systems.
- VAS' on-going collaboration work includes facilitating several networks for the local voluntary sector.

Events/Workshops:

VAS hosted a range of workshops including:

- Workshop on the basics of the Equality Act.
- A workshop on becoming more accessible and inclusive.
- VAS-Live network.
- Time to Talk day.

Swindon Diversity Summit

This summit took place on 14th February 2024, with 5 speakers, giving a broad range of information to the sector, including:

- Community Action - Making it Happen in Swindon (Great Western Hospital).
- Making Engagement Real (Alzheimer's Society).
- Engaging with the South Asian Community (Changing Suits).
- Working with Young People from LGBTQ+ (Out of the Can).

A follow-on meeting to this was set up in March to form Inclusion Network Swindon.

Voluntary Action Swindon (Registered number: 01604168)

**Report of the Trustees
for the Year Ended 31 March 2024**

Swindon Voluntary, Community and Social Enterprise (VCSE) Leadership Alliance

VAS has continued to lead the Swindon VCSE Leadership Alliance network, made up of over 60 leaders from VCSE groups in Swindon.

Seven virtual meetings took place during the year sharing:

- GWH expansion plans for Urgent and Emergency Care.
- Introduction of new VCSE leaders and key stakeholders.
- VCSE input to the BSW Primary and Community Care Delivery Plan.
- Voluntary Sector Survey and Insight Report.
- Health Inequalities Funding.
- Integrated Neighbourhood Teams.
- Community Base Care.
- Planning for Winter Pressures.
- Commissioning Challenges within the sector.
- Health and Wellbeing Strategy.
- Adult Social Care Strategy.

BSW Integrated Care System (ICS) VCSE Alliance

Our Strategic Lead for Integrated Care attends a BSW VCSE Alliance of the 4 infrastructure organisations monthly, and meets with the BSW Executive monthly, discussing, for example:

- ICS VCSE impact framework.
- ICS implementation plan.
- Integrated Care Board (ICB) delivery plan.
- Key successes and challenges.
- Community Services transformation.
- Children and Young People programme workstreams.
- Public engagement on the out of hospital care strategies.
- Winter pressure funding.
- Hospital discharge.
- Introduction of key staff and stakeholders.
- ICB Mental Health Strategy.
- Volunteering for Health Fund.
- Provider Selection Regime.
- Vaccination Engagement Project.
- Hypertension Prevention focus.

Voluntary and Community Sector Emergencies Partnership (VCSEP)

We continue to engage in this national partnership funded by central government and led by the British Red Cross, to better co-ordinate the VCSE response to national and local emergencies.

ICS Health Research Project

We worked with the lead in the BSW Academy to support a bid for stage two funding which was successful with BSW ICB being awarded £100k to develop Community Health Research Champions.

VAS project manager delivered a final report on barriers to engagement of two specific groups: manual workers with English as a second language and the travelling community.

VAS Trustee Network

From a Trustee Network survey, we ascertained most members would like to have meetings on a quarterly basis, for in-person workshop and skills development.

VAS continue to have support pages on our website, and to proactively send out governance updates and relevant information on training and development.

Our 'Meet the Funder' event held on 12th March attracted over 60 attendees. 5 local and national funders attended to present their funding programmes, then attendees had the opportunity to meet the funders for a 1:1 session.

We intend to deliver a Bid Writing course in May 2024.

VOICE FOR THE VOLUNTARY SECTOR

Report of the Trustees
for the Year Ended 31 March 2024

VAS has continued to provide input at and provide a voice for the Swindon local Voluntary Sector at a variety of key Boards and Forums:

- Health and Wellbeing Board
- Swindon Safeguarding Board and Partnerships
- Safeguarding Wiltshire and Swindon Comms Group
- Literacy Strategy Workshop
- Swindon Adult Learning Advisory Board
- Early Intervention and Prevention Board
- Swindon Rough Sleepers Forum
- Feeding Swindon Partnership
- Safer Streets delivery group
- South West Apprenticeship Ambassador Network (SWAAN) meeting
- Town Advisory and Engagement Committee
- Hate Crime Scrutiny Committee
- Children and Young People Board
- Whole System Approach to Obesity
- Swindon Community Safety Partnership
- Swindon Heritage Action Zone project
- Various strategic interview stakeholder panels

Voice for the Voluntary Sector in the Integrated Care System

VAS, along with most of the other Councils for Voluntary Service's (CVS's) across England, has been heavily involved in the developing Integrated Care Systems, specifically for Swindon the Bath and North East Somerset (BaNES), Swindon and Wiltshire (BSW). We have continued to be part of the BSW VCSE Leadership Alliance at system level with CVS colleagues from BaNES and Wiltshire and have been heavily involved in the developing Swindon Integrated Care Alliance (ICA) as a member of the Joint Committee and the Development Executive Group. We have engaged other members of the sector with this work with two key charities that are also represented on the Swindon ICA alongside VAS, together with over 60 organisations who form the Swindon VCSE Leadership Alliance.

We are also working regionally with other CVS colleagues involved in the Integrated Care Systems in the South West and nationally with other CVS colleagues and our umbrella organisation NAVCA (National Association of Voluntary and Community Action) and a dedicated team within NHS England to ensure that the VCSE is a valued partner in integrated care.

Voice at Integrated Care Meetings

At system level a VAS team member is the VCSE partner member on the BSW ICB Board. Other system level meetings include the Integrated Care Partnership, the Children and Young People Board, the Population Health Board and regular meetings between the system VCSE Leadership Alliance and a representative from the BSW Executive team.

FACILITIES MANAGEMENT

Sanford House

We have continued to effectively manage Sanford House under a management agreement with Swindon Borough Council as a community hub of 10 charity tenants.

As well as continuing to support collaboration between the charity tenants and the Live Well team, we have also supported the building being used for several NHS services including drop-in vaccination centres; paediatric nurses to continue managing a backlog of support for families with children with learning difficulties. We were also able to offer educational training space for various organisations including the adult learning team within Swindon Borough Council.

John Street

We have also continued to manage our own building in John Street with a further 2 charity tenants and a long-term booking from SBC's Adult Learning team.

Conference and meeting room hire

We continued to accommodate a wide range of meetings and training sessions across our John Street and Sanford House venues, such as adult learning courses and First Aid courses.

In total we hosted 6,065 bookings across the two buildings, averaging 1,516 bookings per quarter. This represents an increase of 30% (1,409 bookings) on the previous year when we hosted 4,656 room bookings across the year.

Report of the Trustees
for the Year Ended 31 March 2024

CHAMPIONING APPRENTICESHIPS

We are pleased to say that our former Level 3 Business Admin. Apprentice and Marketing and Communications Administrator has now been promoted to become our Voluntary and Digital Marketing Co-ordinator and is running our volunteer brokerage service, with plans to increase this offer to include corporate volunteering. We have been able to take on another Level 3 Business Admin apprentice to backfill, which was funded through a National Lottery uplift grant. We also have plans to take on a Customer Service apprentice to support our Shopmobility provision. We continue to attend the South West Apprentice Ambassador Network (SWAAN) to send relevant information out to the sector and give advice and support to the sector when taking on an apprentice.

VETERAN SIGNPOSTING

We have received a further two year's funding from the Veterans' Foundation to enable us to sustain this navigation service for veterans living in Swindon. We have forged meaningful connections with the relevant welfare services and run face to face sessions monthly in the form of drop-ins and social activities.

Additionally with funding from the Armed Forces Covenant Fund Trust we have delivered woodwork activities in partnership with Renew Swindon. This was at the request of our local veterans.

We also received additional support from Zurich Community Trust which enabled us to host Christmas activities.

SHOPMOBILITY

We have continued to sustain the valuable Swindon Shopmobility Service since statutory funding ceased at the end of 2021. The service does not generate sufficient income from rental and scooter servicing to cover the necessary core costs.

In July 2022, we launched a small accessible community café adjacent to the Shopmobility Service, 'Café Mobility' which we hoped would generate sufficient income to cover the shortfall on Shopmobility to help sustain the service. Unfortunately, despite a high-profile launch, regular marketing through community radio and social media and a 5* hygiene rating, our footfall in year one of trading was lower than projected and insufficient to cover the labour costs.

We were also hit with some unfortunate long-term staff illnesses at both Shopmobility and Café Mobility, which further impacted the income issues. We are continuing to look for sustainability ways of increasing income to support Shopmobility.

OTHER PROJECTS AND SERVICES

Safer Streets Survey and Focus Groups

Following 3 reports produced in the last financial year for Swindon Borough Council's Community Safety Partnership, we were asked to carry out further research in the community to find out how the people of Swindon felt about anti-social behaviour. The result from this report is published on our website. We attended a celebration event of all the organisations in Swindon funded from Violence Against Women and Girls (VAWG funding). These reports were used by National Children's Society reporting on child exploitation.

Disclosure and Baring Service Umbrella body

We continue to support charities and volunteers by providing a DBS umbrella service, processing 171 DBS checks of 37 organisations during this financial year.

Printing and Copying Service

We have continued to offer our competitive printing and copying service to smaller organisations when needed, which is completed by volunteers and overseen by staff.

FINANCIAL REVIEW

Financial position

Total funds on 31 March 2024 were £364,349 of which £26,859 were restricted. Funds held as fixed assets were £86,626. Designated funds total £213,000. Free reserves, excluding funds held as restricted funds, designated funds and fixed assets, were £37,864.

Voluntary Action Swindon (Registered number: 01604168)

**Report of the Trustees
for the Year Ended 31 March 2024**

FINANCIAL REVIEW

Principal funding sources

Our principal funding sources are:

- Commissioned grant income from Swindon Borough Council to deliver our core infrastructure support to the sector.
- Grant income through a management agreement with Swindon Borough Council to manage Sanford House as an effective community hub.
- National Lottery grant to provide additional capacity for three years 2022-2025.
- National Lottery grant to support the new Youth Voice Project 2023-2027.
- Grant from the BSW ICB for our VCSE representation in the system.
- Veterans Foundation and Armed Forces Covenant Fund Trust provides funding for the salary of our Veteran Support Navigator and funds activities for the veterans.
- Other small grant income.
- Trading income, including room hire and tenant income.

Investment policy and objectives

The investment policy and objectives are agreed by the Board to minimise risk by spreading the investment of reserves to maximise the protection through the Financial Services Compensation Scheme protecting the first £85,000 of any savings. This also maximises return whilst ensuring available cash flow to meet liabilities and to be able to respond to emergency building repair issues.

Principal risks and uncertainties

The Board review the principal risks for the charity on a regular basis and put strategies in place to manage these risks. Our top four principal risks at this point are:

IT was identified as major risk with Wi-Fi speeds exceptionally low at our John Street office, causing staff issues, the options to upgrade were expensive, with delay after delay whilst City Fibre became available in our area. We have now secured an affordable, efficient Wi-Fi speed through City Fibre.

Café Mobility was proving to be unviable, so the difficult decision was taken by the Board to close this service and concentrate on gaining sustainable funding and business development for our Shopmobility service. We will continue to sell drinks and snack items from the Shopmobility unit.

Losing the opportunity to manage Sanford House - mitigated by high quality delivery on landlord responsibilities and maximising the added value delivered by the asset to all stakeholders.

Business Continuity - we have refreshed the current Business Continuity Plan. One of the key risks is our old heating system. There are reserves in place to manage this should the current heating system break down or need replacing. Succession planning is always a challenge with a small team but is continually monitored and we encourage growth and promotion. One of our apprentices is now our Volunteer and Digital Marketing Co-ordinator and we have back filled with another apprentice. We have increased our training programme with staff, to ensure we have experienced and trained staff to grow with the organisation.

Reserves policy

Factors likely to affect future financial performance or position are mitigated by an adequate reserves policy:

Most of VAS's income comes from the local authority, supplemented by grant income and trading income through room hire, car park space rental, training and Shopmobility custom. Should circumstances in the future mean that this income reduces or is impacted, VAS would have to seek new funding sources at a sufficient level to enable it to continue to deliver its charitable aims. The Trustees feel it is necessary to keep a minimum of six months and ideally twelve months operational costs in reserve as well as financial provision to cover any necessary restructuring if necessary. In addition, any restricted funds are held in reserve to enable us to fulfil our funding obligations. Currently restricted funds stand at £26,859 and an operational reserve at £138,000 and the general fund, excluding fixed assets, at £35,864.

Property Maintenance Fund

The Trustees recognise the age of 1 John Street and its deteriorating infrastructure where most of the VAS team and some tenants are based. They feel that it is appropriate to hold some reserve in anticipation of urgent repair of the cost of temporary facilities should the repair work render the current office environment uninhabitable during renovation to ensure continuity of service. Current reserves held for this £50,000.

New Property Fund

In the longer term, given that 1 John Street is in an area earmarked for redevelopment, any sale and purchase of new premises will require legal and surveyor costs and/or temporary office accommodation during any renovations. The Trustees have decided to make a provision of £25,000 for this to ensure continuity of service.

Report of the Trustees
for the Year Ended 31 March 2024

FUTURE PLANS

Our key objectives for the next year include continuing:

- To develop our Youth Voice Project.
- To provide responsive and proactive funding and governance advice.
- To champion equality and diversity and inclusion.
- To ensure that the Swindon VCSE is a valued partner in the Swindon Integrated Care Alliance.
- To ensure that the VCSE is a valued partner in the broader BSW Integrated Care System.
- To be a representative voice for the Swindon VCSE on key boards and forums.
- To signpost veterans to services in Swindon and develop the requested activities for veterans and to seek ongoing sustainability for this work.
- To develop our Volunteering offer and seek sustainable funding for this work.
- To seek funding to develop our community work for co-production with the people of Swindon, which forms part of our new strategic plan.
- To sustain the Swindon Shopmobility Service.
- To sustain and grow existing and build new collaboration networks.
- To explore and develop our 'paid for' services as a way of generating additional income.
- To champion apprenticeships in the Voluntary Sector.
- To invest in training and developing the VAS team.
- To recruit new Trustees with the necessary skills, representative of the diversity of Swindon's population.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Voluntary Action Swindon is a charitable company, limited by guarantee. The charitable company was established under Memorandum of Association, which sets out the objects and powers of the charitable company and is governed under its Articles of Association.

Recruitment and appointment of new trustees

We are looking to expand the skills and diversity on our Board, within the last year, we have unfortunately lost 3 experienced trustees due to a mix of ill health, moving away from Swindon and promotion within their paid work. We have recently recruited a new trustee, who comes from a long career in IT within the finance sector, so this has added to our mix of skills and replaced some of the skills we have lost. We endeavour to increase our Board in the next financial year.

Organisational structure

Members support the aims of the organisation and are invited to the Annual General Meeting. Members elect the trustees, and these individuals are also company directors. The members of the Board are elected to serve for a period of three years (to a maximum of 5 terms) after which they must be re-elected at the next Annual General Meeting. In the event of the charitable company being wound up, members are required to contribute an amount not exceeding £1.

Voluntary Action Swindon can have a Board of up to 12 members who meet on a regular basis and are responsible for the strategic direction and policy of the charity. At present there are 5 members of the Board from a variety of professional backgrounds relevant to the work of the charity. The CEO also attends Board meetings but has no voting rights.

The Board and the CEO work to an agreed delegation document.

Induction and training of new trustees

An induction pack has been prepared, drawing information from the various Charity Commission publications. This is distributed to all new trustees along with the Memorandum and Articles, and the latest financial statements. As part of a planned Trustee Induction training programme. Training is made available to trustees throughout the year, and they are encouraged to attend external events.

Key management remuneration

The Chief Executive Officer undertakes annual external benchmarking of salaries and shares the source data output from this with the Board of Trustees. Each employees' salary is benchmarked to a market rate, and, within affordability, the Trustees strive to adjust salaries annually with the aim of moving competent and experienced staff to as close to the middle market rate as possible.

Fundraising Standards

As a charity we do not carry out significant fundraising activities but are aware of the Fundraising Standard requirements and would seek to adhere to them at all times.

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.

Voluntary Action Swindon (Registered number: 01604168)

Report of the Trustees
for the Year Ended 31 March 2024

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
01604168 (England and Wales)

Registered Charity number
287732

Registered office

1 John Street
Swindon
Wiltshire
SN1 1RT

Trustees

D Bell
R Barrett
M Flay
S Frawley (resigned 11.12.23)
S Henderson
S Peart (resigned 12.7.23)
R Thiagarajah (resigned 11.10.23)
S Barnes (appointed 24.1.24)

Chief Executive Officer - P Webb (to April 23), C Willis (from April 23)

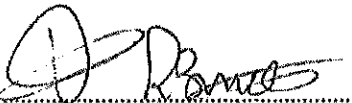
Independent Examiner

James Gare FCA DChA
Monahans
Chartered Accountants
Hermes House
Fire Fly Avenue
Swindon
Wiltshire
SN2 2GA

Bankers

Lloyds TSB Bank PLC
5 High Street
Swindon
Wiltshire

Approved by order of the board of trustees on 4th Sept 2024 and signed on its behalf by:



R Barrett - Trustee

Independent Examiner's Report to the Trustees of
Voluntary Action Swindon

Independent examiner's report to the trustees of Voluntary Action Swindon ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2024.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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



James Gare FCA DChA

Monahans
Chartered Accountants
Hermes House
Fire Fly Avenue
Swindon
Wiltshire
SN2 2GA

Date: 27 September 2024

Voluntary Action Swindon

Statement of Financial Activities
for the Year Ended 31 March 2024

	Notes	Unrestricted funds £	Restricted funds £	2024 Total funds £	2023 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	132,495	231,987	364,482	331,159
Charitable activities					
Funding Advice and Sector Support	5	25,454	54,902	80,356	88,006
Direct Community Support		31,708	-	31,708	42,087
Investment income	4	5,749	-	5,749	1,506
Other income		8,902	-	8,902	8,676
Total		<u>204,308</u>	<u>286,889</u>	<u>491,197</u>	<u>471,434</u>
EXPENDITURE ON					
Charitable activities					
Funding Advice and Sector Support	6	117,171	346,391	463,562	390,930
Direct Community Support		96,062	-	96,062	77,322
Total		<u>213,233</u>	<u>346,391</u>	<u>559,624</u>	<u>468,252</u>
NET INCOME/(EXPENDITURE)					
Transfers between funds	20	(8,925)	(59,502)	(68,427)	3,182
		20,736	(20,736)	-	-
Net movement in funds		<u>11,811</u>	<u>(80,238)</u>	<u>(68,427)</u>	<u>3,182</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		325,678	107,098	432,776	429,594
TOTAL FUNDS CARRIED FORWARD		<u>337,489</u>	<u>26,860</u>	<u>364,349</u>	<u>432,776</u>

The notes form part of these financial statements

Voluntary Action Swindon (Registered number: 01604168)

Balance Sheet
31 March 2024

	Notes	2024 £	2023 £
FIXED ASSETS			
Tangible assets	14	88,626	94,920
CURRENT ASSETS			
Stocks	15	979	1,028
Debtors: amounts falling due within one year	16	9,008	37,859
Cash at bank		455,040	446,363
		<u>465,027</u>	<u>485,250</u>
CREDITORS			
Amounts falling due within one year	17	(189,304)	(147,394)
		<u>275,723</u>	<u>337,856</u>
NET CURRENT ASSETS			
		<u>275,723</u>	<u>337,856</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		364,349	432,776
NET ASSETS		<u>364,349</u>	<u>432,776</u>
FUNDS			
	20		
Unrestricted funds		337,490	325,678
Restricted funds		26,859	107,098
		<u>364,349</u>	<u>432,776</u>
TOTAL FUNDS		<u>364,349</u>	<u>432,776</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2024.


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

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 01-09-2024 and were signed on its behalf by:


.....
R Barfelt - Trustee

The notes form part of these financial statements

Voluntary Action Swindon

Cash Flow Statement
for the Year Ended 31 March 2024

	Notes	2024 £	2023 £
Cash flows from operating activities			
Cash generated from operations	1	2,928	159,802
Net cash provided by operating activities		2,928	159,802
Cash flows from investing activities			
Interest received		5,749	1,506
Net cash provided by investing activities		5,749	1,506
Change in cash and cash equivalents in the reporting period		8,677	161,308
Cash and cash equivalents at the beginning of the reporting period		446,363	285,055
Cash and cash equivalents at the end of the reporting period		455,040	446,363

The notes form part of these financial statements

Voluntary Action Swindon

Notes to the Cash Flow Statement
for the Year Ended 31 March 2024

1. RECONCILIATION OF NET (EXPENDITURE)/INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES		2024 £	2023 £
Net (expenditure)/income for the reporting period (as per the Statement of Financial Activities)		(68,427)	3,182
Adjustments for:			
Depreciation charges		6,294	6,294
Interest received		(5,749)	(1,506)
Decrease/(increase) in stocks		49	(528)
Decrease in debtors		28,851	39,599
Increase in creditors		41,910	112,761
Net cash provided by operations		<u>2,928</u>	<u>159,802</u>
2. ANALYSIS OF CHANGES IN NET FUNDS			
	At 1.4.23 £	Cash flow £	At 31.3.24 £
Net cash			
Cash at bank and in hand	446,363	8,677	455,040
	<u>446,363</u>	<u>8,677</u>	<u>455,040</u>
Total	<u>446,363</u>	<u>8,677</u>	<u>455,040</u>

The notes form part of these financial statements

Voluntary Action Swindon

Notes to the Financial Statements for the Year Ended 31 March 2024

1. GENERAL INFORMATION

Voluntary Action Swindon is a charitable company limited by guarantee, without share capital, incorporated in England and Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The registered office address is 1 John Street, Swindon SN1 1RT. The principal activities can be found in the Trustees' Report.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value.

The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest pound.

Going concern

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

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.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Donations are recognised on a receivable basis where there is certainty of receipt and the amount can be reliably measured.

Where material, donated goods and services are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. On receipt, where material, donated goods and services are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

In accordance with the Charities SORP (FRS 102), the general volunteer time is not recognised and refer to the trustees' annual report for more information about their contribution.

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.

Freehold property	- 2% on straight line basis
Fixtures and fittings	- 25% on straight line basis

Expenditure on tangible fixed assets amounting to less than £1000 per item is not capitalised

Voluntary Action Swindon

Notes to the Financial Statements - continued for the Year Ended 31 March 2024

2. ACCOUNTING POLICIES - continued

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

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

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.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Financial Instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

3. DONATIONS AND LEGACIES

	2024	2023
	£	£
Donations	3,697	2,065
Grants	360,785	329,094
	<u>364,482</u>	<u>331,159</u>

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

	2024	2023
	£	£
Swindon Borough Council	238,406	229,771
National Lottery	56,999	-
The Veterans Foundation	9,082	22,680
NHS Banes, Swindon & Wiltshire	44,000	53,550
Garfield Weston Foundation	5,000	-
Other	(9,156)	-
Other grants	16,454	23,093
	<u>360,785</u>	<u>329,094</u>

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2024

4. INVESTMENT INCOME				
			2024	2023
			£	£
Deposit account interest			5,749	1,506
			<u>5,749</u>	<u>1,506</u>
5. INCOME FROM CHARITABLE ACTIVITIES				
			2024	2023
			£	£
Letting and rental income	Activity		77,737	84,505
	Funding Advice and Sector Support			
Community print	Funding Advice and Sector Support		2,439	1,561
Training and conference	Funding Advice and Sector Support		180	1,940
Shopmobility sales	Direct Community Support		22,250	30,707
Café mobility sales	Direct Community Support		9,458	11,380
			<u>112,064</u>	<u>130,093</u>
6. CHARITABLE ACTIVITIES COSTS				
			Direct	Support
			Costs (see	costs (see
			note 7)	note 8)
			£	£
Funding Advice and Sector Support			286,169	177,393
Direct Community Support			93,967	2,095
			<u>380,136</u>	<u>179,488</u>
				Totals
				£
				463,562
				96,062
				<u>559,624</u>
7. DIRECT COSTS OF CHARITABLE ACTIVITIES				
			2024	2023
			£	£
Staff costs			340,805	282,554
Other staff costs			5,804	3,861
Community print			4,447	4,053
Project costs			18,060	18,885
Shopmobility costs			3,607	5,386
Café costs			7,413	11,865
			<u>380,136</u>	<u>326,604</u>
8. SUPPORT COSTS				
			Management	Finance
			£	£
Funding Advice and Sector Support			174,552	710
Direct Community Support			2,095	-
			<u>176,647</u>	<u>710</u>
				Governance
				costs
				£
				2,131
				-
				<u>2,131</u>
				Totals
				£
				177,393
				2,095
				<u>179,488</u>
9. NET INCOME/(EXPENDITURE)				
Net income/(expenditure) is stated after charging/(crediting):				
			2024	2023
			£	£
Depreciation - owned assets			6,294	6,294
Independent examination			2,131	1,500
Operating leases			1,529	1,529
			<u>10,954</u>	<u>9,323</u>

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2024

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2024 nor for the year ended 31 March 2023.

11. STAFF COSTS

	2024	2023
	£	£
Wages and salaries	311,538	259,377
Social security costs	19,771	15,584
Other pension costs	9,496	7,613
	340,805	282,554

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

	2024	2023
Administration	1	1
Management	4	4
Support	10	8
	15	13

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

The average monthly number of full-time equivalent employees during the year was 12 (2023: 11):

Key management personnel for the charity comprises the Trustees and the Chief Executive Officer. The total employee benefits for key management personnel of the charity were £45,953 (2023: £50,585).

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
INCOME AND ENDOWMENTS FROM			
Donations and legacies	118,751	212,408	331,159
Charitable activities			
Funding Advice and Sector Support	31,644	56,362	88,006
Direct Community Support	42,087	-	42,087
Investment income	1,506	-	1,506
Other income	8,676	-	8,676
Total	202,664	268,770	471,434
EXPENDITURE ON			
Charitable activities			
Funding Advice and Sector Support	149,771	241,159	390,930
Direct Community Support	71,527	5,795	77,322
Total	221,298	246,954	468,252
NET INCOME/(EXPENDITURE)			
Transfers between funds	(18,634)	21,816	3,182
	37,667	(37,667)	-
Net movement in funds	19,033	(15,851)	3,182

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2024

12.	COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued			
		Unrestricted funds £	Restricted funds £	Total funds £
	RECONCILIATION OF FUNDS			
	Total funds brought forward	306,646	122,948	429,594
	TOTAL FUNDS CARRIED FORWARD	325,679	107,097	432,776

13. GOVERNMENT GRANT INCOME:

	2024	2023
	£	£
Swindon Borough Council	238,406	234,771
NHS BANES, SWINDON AND WILTSHIRE	44,000	53,550

There were no unfulfilled conditions or other contingencies attached to these grants. The charity has not directly benefited from any other forms of government assistance.

14. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Totals £
COST			
At 1 April 2023 and 31 March 2024	113,425	61,039	174,464
DEPRECIATION			
At 1 April 2023	27,963	51,581	79,544
Charge for year	2,269	4,025	6,294
At 31 March 2024	30,232	55,606	85,838
NET BOOK VALUE			
At 31 March 2024	83,193	5,433	88,626
At 31 March 2023	85,462	9,458	94,920

15. STOCKS

	2024	2023
	£	£
Stocks	979	1,028

16. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Trade debtors	3,323	3,248
Other debtors	-	28,606
Prepayments	5,685	6,005
	9,008	37,859

Voluntary Action Swindon

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2024**

17. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Trade creditors	18,322	29,318
Social security and other taxes	5,573	5,570
Other creditors	3,266	1,182
Accruals and deferred income	162,143	111,324
	<u>189,304</u>	<u>147,394</u>

Included within accruals and deferred income is deferred income totalling £123,844 (2023: £102,133) relating to income received in advance for projects in 24/25.

18. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2024	2023
	£	£
Within one year	382	1,529
Between one and five years	-	382
	<u>382</u>	<u>1,911</u>

19. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds	Restricted funds	2024 Total funds	2023 Total funds
	£	£	£	£
Fixed assets	88,626	-	88,626	94,920
Current assets	438,188	26,859	465,027	485,250
Current liabilities	(189,304)	-	(189,304)	(147,394)
	<u>337,490</u>	<u>26,859</u>	<u>364,349</u>	<u>432,776</u>

20. MOVEMENT IN FUNDS

	At 1.4.23	Net movement in funds	Transfers between funds	At 31.3.24
	£	£	£	£
Unrestricted funds				
General fund	112,678	(8,924)	20,736	124,490
Property maintenance fund	50,000	-	-	50,000
Operational reserve fund	138,000	-	-	138,000
Property fund	25,000	-	-	25,000
	<u>325,678</u>	<u>(8,924)</u>	<u>20,736</u>	<u>337,490</u>
Restricted funds				
SBC - Sanford House	36,891	(22,465)	-	14,426
Sanford House	2,786	-	-	2,786
National Lottery - Youth Project	-	92	-	92
The Veterans Foundation	22,680	(15,846)	(6,834)	-
BSW ICB Capacity Funding	3,500	8,559	(8,902)	3,157
Mind	1,260	(60)	-	1,200
Capacity funding	28,606	(28,606)	-	-
Pride of Swindon Awards	2,064	-	-	2,064
REND Research Engagement Network Development	9,311	(4,311)	(5,000)	-
Men's Shed Project	-	3,134	-	3,134
	<u>107,098</u>	<u>(59,503)</u>	<u>(20,736)</u>	<u>26,859</u>
TOTAL FUNDS	<u>432,776</u>	<u>(68,427)</u>	<u>-</u>	<u>364,349</u>

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2024

20. **MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	204,308	(213,232)	(8,924)
Restricted funds			
SBC - Sanford House	171,808	(194,273)	(22,465)
National Lottery - Youth Project	35,118	(35,026)	92
The Veterans Foundation	-	(15,846)	(15,846)
BSW ICB Capacity Funding	31,000	(22,441)	8,559
Mind	-	(60)	(60)
Shopmobility	5,000	(5,000)	-
Capacity funding	21,881	(50,487)	(28,606)
BSW ICB Board - VCSE representation	13,000	(13,000)	-
REND Research Engagement Network Development	-	(4,311)	(4,311)
Men's Shed Project	9,082	(5,948)	3,134
	<u>286,889</u>	<u>(346,392)</u>	<u>(59,503)</u>
TOTAL FUNDS	<u>491,197</u>	<u>(559,624)</u>	<u>(68,427)</u>

Comparatives for movement in funds

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
Unrestricted funds				
General fund	113,646	(18,635)	17,667	112,678
Property maintenance fund	35,000	-	15,000	50,000
Operational reserve fund	133,000	-	5,000	138,000
Property fund	25,000	-	-	25,000
	<u>306,646</u>	<u>(18,635)</u>	<u>37,667</u>	<u>325,678</u>
Restricted funds				
SBC - Sanford House	27,651	21,300	(12,060)	36,891
Sanford House	2,786	-	-	2,786
The Veterans Foundation	18,850	8,033	(4,203)	22,680
BSW ICB Capacity Funding	2,000	18,700	(17,200)	3,500
Mind	1,116	144	-	1,260
Cafe mobility	5,795	(5,795)	-	-
Capacity funding	64,750	(36,144)	-	28,606
Pride of Swindon Awards	-	2,064	-	2,064
VAS Conference	-	(1,700)	1,700	-
BSW ICB Board - VCSE representation	-	904	(904)	-
Volunteer Centre	-	5,000	(5,000)	-
REND Research Engagement Network Development	-	9,311	-	9,311
	<u>122,948</u>	<u>21,817</u>	<u>(37,667)</u>	<u>107,098</u>
TOTAL FUNDS	<u>429,594</u>	<u>3,182</u>	<u>-</u>	<u>432,776</u>

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2024

20. **MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	202,664	(221,299)	(18,635)
Restricted funds			
SBC - Sanford House	173,268	(151,968)	21,300
National Lottery - Youth Project	908	(908)	-
Wiltshire Community Foundation	5,000	(5,000)	-
The Veterans Foundation	22,680	(14,647)	8,033
BSW ICB Capacity Funding	20,500	(1,800)	18,700
Mind	1,000	(856)	144
Cafe mobility	300	(6,095)	(5,795)
Capacity funding	-	(36,144)	(36,144)
Pride of Swindon Awards	2,064	-	2,064
VAS Conference	5,000	(6,700)	(1,700)
Population Health Management Programmes	8,300	(8,300)	-
BSW ICB Board - VCSE representation	9,750	(8,846)	904
Volunteer Centre	5,000	-	5,000
REND Research Engagement Network Development	15,000	(5,689)	9,311
	<u>268,770</u>	<u>(246,953)</u>	<u>21,817</u>
TOTAL FUNDS	<u>471,434</u>	<u>(468,252)</u>	<u>3,182</u>

The charity's restricted funds have the following purposes:

Sanford House - Funds utilised to meet legal expenditure.

SBC - Sanford House - Funds applied to expenditure on project development costs, internal and external costs.

Wiltshire Community Foundation - to help with the establishment of the café.

Capacity funding - National Lottery funding to improve and enhance the service provided to charities and community groups

The Veterans Foundation - fund the recruitment and employment of a veteran support worker

BSW - ICB Capacity Funding - to provide capacity funding to Swindon VCSE organisations to engage in future ICS/ICA work.

Mind - Time to Talk project funding

Café mobility - Funding to establish outdoor coffee shop and heated seating space adjacent to shopmobility service run. This fund also includes donations received for the café.

Shopmobility - to employ a shopmobility supervisor to focus on reducing isolation and improving wellbeing of adults with mobility issues

Pride of Swindon Awards - funds to arrange a formal community awards event

BSW ICB Board VCSE representation - Funding provided to support the release of a VCSE representative to attend the BSW ICB Board.

Volunteer Centre - establishing a volunteer brokerage service

REND Research Engagement Network Development - work to see how best to engage with a specific target group

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2024

20. MOVEMENT IN FUNDS - continued

Population Health Management - VCSE sector engagement and participation in the population health management programme.

VAS Conference - sponsorship for the VAS conference.

The charity's designated funds have the following purposes:

Property Maintenance Fund - Fund to provide for any emergency and major repairs and refurbishments as and when required.

Operational Reserve Fund - Funds set aside equivalent to 6 months (ideally 12) of core operating costs of the organisation in accordance with the reserves policy mentioned in the Trustees Report.

Property Fund - Funds set aside to cover costs to identify new premises and pay for surveyors and architects fees should the John Street property be involved in any Town Centre development.

Transfers between funds

£6,866.58 transferred from Veterans Foundation for supervision, marketing, training, printing and overheads.

£8,901.84 transferred from BSW ICB Capacity Funding for staff time, travel, preparation and feedback to the VCSE.

£5,000 transferred from BSW ICS REND for staff time, preparation and feedback.

21. EMPLOYEE BENEFIT OBLIGATIONS

The charity operates a defined contribution pension scheme. The costs for the period was £9,496 (2023: £7,612). At 31 March 2024 contributions totalling £2,074 (2023: £890) were outstanding.

22. RELATED PARTY DISCLOSURES

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

23. AGENCY ARRANGEMENTS

Voluntary Action Swindon entered into an agreement with Kennet Furniture Refurbiz to host the distribution of the funding to support households in the most financially deprived areas of Swindon have access to furniture and white goods. In the year ended 31 March 2023 the charity received £25,000. In the year ended 31 March 2024, the received another £25,000, and disbursed funds of £34,156. Total undistributed funds at 31 March 2024 were £15,844 and this is held in deferred income.

VOLUNTARY ACTION - SWINDON

England & Wales - Charity number 287732

Accounts

Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31 March 2023
for
Voluntary Action Swindon

Monahans
Chartered Accountants
Hermes House
Fire Fly Avenue
Swindon
Wiltshire
SN2 2GA

Voluntary Action Swindon

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for the Year Ended 31 March 2023

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Report of the Trustees
for the Year Ended 31 March 2023

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2023. 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).

The Board is pleased to report that the charity continued to deliver a good quality service to our stakeholders during 2022/2023 financial year, making the best use of limited funding and resources.

Staff, Volunteers and Trustees worked well together to deliver a challenging and diverse set of objectives and I would like to extend my thanks to everyone for the part they each played in our successful delivery.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The charity's object and its principal activity continues to be that of promoting any charitable purpose for the benefit of the community in the Borough of Swindon.

As the Council for Voluntary Services (CVS) in Swindon we achieve this through providing funding and governance advice; being a responsible landlord to 13 charities; signposting training and other support services, being the voice for the Swindon Voluntary sector on several platforms as well as encouraging collaboration within the Voluntary Sector and the statutory services. We also support Swindon Borough Council in delivery of its equality commitments, providing scrutiny and ensuring that the equality voice of the Swindon community has a platform. Like other CVS's we also have a pivotal role in representing and engaging the sector in the local developing Integrated Care System. Since April 2019 we have also delivered the Swindon Shopmobility Service helping people with mobility issues to continue to access town centre shops and facilities independently. Since 2022 we have also delivered a valuable navigation role for Swindon Veterans, supported by a grant from the Veterans Foundation.

Going forward, thanks to a grant from the National Lottery, we will also be leading a four-year collaborative project to develop a stronger Youth Voice in Swindon. Following the closure of the Swindon Volunteer Centre in March 2023 and the transfer of a small amount of legacy funding, we will also be developing a service supporting the brokerage of volunteers for the sector.

Strategies

Our key strategies for achieving our aims and objectives are:

Board and Team

A VAS Board which reflects the diverse community we support with the appropriate range of skills and experience. A VAS team of staff and volunteers sufficiently resourced, experienced and respected.

Sanford House

Sanford House is a well-known, valued, influential, connected and welcoming Community Hub for people in Swindon.

John Street

John Street is a fully utilized and more environmentally friendly office centre and advice and support centre for the local community.

Services

VAS is a respected and well-known provider of conference facilities and other services for the community sector in Swindon providing a high quality, value for money responsive service to all of our stakeholders.

Connected and Valued:

VAS is a well-known, respected and valued partner and voice for the Swindon Community Sector working to ensure that the sector is valued, understood, connected and a valued partner in integrated health and wellbeing service provision in Swindon.

Income:

VAS has diversified income streams but remains a valued and funded Swindon Borough Council service for the Community Sector.

Equality and Diversity

The Swindon Equality Coalition and VAS' broader equality work continue to raise awareness, support the voluntary sector in breaking down barriers, and help make Swindon a more inclusive town.

Voluntary Action Swindon (Registered number: 01604168)

**Report of the Trustees
for the Year Ended 31 March 2023**

Shopmobility and Café Mobility:

Shopmobility is a valued, self-sustained, high quality and well-known service for people with mobility issues. Café mobility launched in spring 2022, is a popular, ethical, accessible and well used café generating the income gap to sustain Shopmobility

We measure the success of our delivery through feedback, surveys and the level of awareness the sector has of VAS.

Significant activities

From its premises at 1 John Street and through its landlord responsibilities for Sanford House Community Hub, Voluntary Action Swindon provides a wide range of services to voluntary and community organisations in the Borough of Swindon. These include:

- Funding and Governance Advice
- Veteran Navigation Service
- Trustee Network
- Volunteer Brokerage
- Shopmobility Service
- Café Mobility
- Championing Equality and Diversity in Swindon
- Providing a voice on behalf of the Voluntary sector
- Representing the sector and ensuring its role as a valued partner in the Integrated Care System.
- Encouraging and supporting collaboration between the sector and the statutory services
- Facilities Management
- Meeting room hire/facilitation of training space.
- Support services including DBS check facilitation and a printing/copying service.
- Weekly newsletter
- Key information dissemination through our website and social media
- Swindon Youth Voice (April from 2023)

Public benefit

By achieving our aims Voluntary Action Swindon (VAS) delivers public benefit indirectly by helping the broad range of charities and other voluntary organisations within the Borough of Swindon. Our range of services help to inform these charities, build their capacity and maximise their resources to deliver their valuable services within the community.

The trustees have paid due regard to the Charity Commission's guidance on public benefit in deciding what activities the charity should undertake. The trustees consider that they have acted in the public benefit.

Report of the Trustees
for the Year Ended 31 March 2023

ACHIEVEMENT AND PERFORMANCE

FUNDING AND GOVERNANCE SUPPORT

Requests for help:

Over the year we have dealt with 495 requests for help across 229 organisations from the Swindon Voluntary and Community Sector, which has included funding and governance help and engagement with a wide range of other issues.

We also continue to share important information with and between the sector through our weekly newsletter VAS-ID, our website and our social media feeds.

UK Shared Prosperity Fund

We were pleased to work with Swindon Borough Council to promote this opportunity to the sector. Three members of the VAS team worked as part of the steering group and scored bids. Four voluntary sector organisations achieved successful bids to support their work amounting to over £530,000.

Health Inequalities Funding through the Integrated Care Board (ICB):

In partnership with the Swindon Director of Public Health and the ICB Swindon Place Director, we supported a bidding process for £500,000 of the Swindon allocation of this funding. Over 40 bids were received from across the Integrated Care System in Swindon, nine were successful, 4 of which provided over £234,000 of funding to the sector.

One of successful bids was to create a Swindon Crisis Provision fund in partnership with a local Furniture Recycling charity to provide good quality second hand white goods and furniture to those experiencing poverty.

Integrated Care Alliance NHSE Community Investment fund:

VAS worked with the ICA Place Director for Swindon and Director of Public Health and Age UK Swindon to develop a pilot project linked to falls prevention to make maximum use of this available funding for the Swindon VCSE and ensure it was linked to an identified gap in preventative health.

Pro Bono Donations

With thanks to colleagues in Swindon Borough Council VAS was able to facilitate the recycling of a large amount of office furniture and other equipment from a disused building campus.

Over 200 items were collected by or delivered to over 15 different charities including those supporting people dealing with poor mental health; disabilities; asylum seekers and faith groups. The estimate value of the goods was estimated at around £17,000.

EQUALITY AND DIVERSITY

Through our equality work we continued to coordinate the Swindon Equality Coalition (SEC). Representatives from the SEC sat on the Equality Advisory Group; Adult Housing and Social Care Scrutiny Committee; Hate Crime, Silver Scrutiny; Swindon Local Offer Champions Group and input was provided to the Youth Justice System Team.

Equality work during the year included:

- Developing a postcard and web page to find out what equality barriers exist to people accessing their GPs.
- Supporting groups for people with specific protected characteristics, including physical and learning disability, LGBTQ+, and lived experience of mental health issues.
- Continued support for various community groups to support their voice in equality and inclusion matters, including people who have had strokes and their carers, youth workers in Swindon, and Swindon Seniors Forum
- Running a series of online workshops and training for voluntary organisations seeking to reach and work better with people with protected characteristics.

We also supported the Integrated Care System with some engagement research to better understand how the system can engage with specific communities. VAS engaged a project manager to focus on how best to target two groups: manual workers with English as a second language, and travellers. The findings of this research will form part of a national programme of research undertaken by ten Integrated Care Systems.

Report of the Trustees
for the Year Ended 31 March 2023

COLLABORATION

Voluntary Sector Conference in celebration of VAS' 90th Birthday:

We were pleased to deliver a conference for the Swindon Voluntary Sector on the 27 November 2022. This was made possible by over £5,000 of generous donations from some key sponsors.

Speakers from voluntary and statutory sectors attended - key themes were the developing integrated care systems, reaching excluded communities and the cost-of-living crisis. The full-day event provided plenty of time for networking and sought input into the developing Integrated Care Partnership Strategy and also connected sector peers on some key topics and actions. Over 100 people attended representing some 65 community and voluntary organisations.

VAS' ongoing collaboration work includes facilitating a number of networks for the local voluntary sector, including:

- Swindon Wellbeing - for mental health support organisations
- TherapyNET - organisations that provide therapy and help for specific conditions.
- Ageing Well Network
- Youth workers network
- Swindon Equality Coalition

Voluntary, Community and Social Enterprise (VCSE) Leadership Alliance

VAS has continued to lead the Swindon VCSE Leadership Alliance network, made up of over 60 leaders from VCSE groups in Swindon.

Eight virtual meetings took place during the year sharing:

- Developments in the Integrated Care System
- UK Shared Prosperity Fund and opportunities
- VCSE input to the BSW Inequalities Strategy
- Learning from the Citizens Advice Cost of Living Survey
- Learning from the VAS 'State of the Sector' survey
- Progress on the Community Services Mental Health Framework
- Re launch of the new Swindon Joint Strategic Needs Assessment.
- Learning from the Swindon Safer Streets surveys.
- Evolution of the Swindon MS Therapy Centre to the Neuro Wellbeing Centre
- VCSE input to the BSW 5- year strategy for Integrated Care
- VCSE input to the new Avon and Wiltshire Mental Health Partnership Strategy.
- Information on a new capital investment to improve the local hospital.
- Introductions of new charities in Swindon and changes in providers.

Voluntary and Community Sector Emergencies Partnership (VCSEP)

We continue to engage in this national partnership funded by central government and led by the British Red Cross, to better co-ordinate the VCSE response to national and local emergencies.

VAS Trustee Network

Our virtual Trustee Network has been transitioned to a dedicated page on our website following a drop off in attendance at meetings with all the major topics of interested having been covered. We continue to share and signpost information relevant to Trustees.

Report of the Trustees
for the Year Ended 31 March 2023

VOICE FOR THE VOLUNTARY SECTOR

VAS has continued to provide input at and provide a voice for the Swindon local Voluntary Sector at a variety of key Boards and Forums:

- Health and Wellbeing Board
- Swindon Safeguarding Board and Partnerships
- Safeguarding Wiltshire and Swindon Comms Group
- Swindon Adult Learning Advisory Board
- Early Intervention and Prevention Board
- Swindon Rough Sleepers Forum
- Adult Community Learning Advisory Board
- Feeding Swindon Partnership.
- Town Advisory and Engagement Group
- Safer Streets delivery group
- Swindon Apprenticeship Network
- South West Apprenticeship Ambassador Network (SWAAN) meeting
- Hate Crime Scrutiny Committee
- Hear My Voice event
- Swindon Heritage Action Zone project
- Warm Spaces Group
- Swindon Public and Community Engagement Forum
- Various strategic interview stakeholder panels

Integrated Care System

VAS, along with most of the other Councils for Voluntary Service's (CVS's) across England, has been heavily involved in the developing Integrated Care Systems, specifically for Swindon the Bath and North East Somerset (BaNES), Swindon and Wiltshire (BSW). We have continued to be part of the BSW VCSE Leadership Alliance at system level with CVS colleagues from BaNES and Wiltshire and have been heavily involved in the developing Swindon Integrated Care Alliance (ICA) as a member of the Joint Committee and the Development Executive Group.

We have engaged other members of the sector with this work with two key charities that are also represented on the Swindon ICA alongside VAS, together with over 60 organisations who form the Swindon VCSE Leadership Alliance.

We are also working regional with other CVS colleagues involved in the Integrated Care Systems in the South West and national with other CVS colleagues and our umbrella organisation NAVCA (National Association of Voluntary and Community Action) and a dedicated team within NHS England to ensure that the VCSE is a valued partner in integrated care.

Voice at Integrated Care Meetings

At system level a VAS team member is the VCSE partner member on the BSW ICB Board. Other system level meetings include the Integrated Care Partnership and regular meetings between the system VCSE Leadership Alliance and a representative from the BSW Executive team.

At place we are the voice of the VCSE on the Swindon Integrated Care Committee and with other VCSE colleagues the voice on the Delivery Executive Group.

We also attend several Integrated Care workstreams:

- Community Services Transformation
- Health Inequalities
- Whole system approach to obesity
- Whole system approach to tobacco control
- Integrated Neighbourhood Teams.

Report of the Trustees
for the Year Ended 31 March 2023

FACILITIES MANAGEMENT

Sanford House

We have continued to effectively manage Sanford House under a management agreement with Swindon Borough Council as a community hub of 10 charity tenants. During the latter part of 2021 we made some minor changes to the ground floor office space to welcome the Swindon Borough Council Live Well team to the building. The Live Well team now manage the reception area re-opened to the public post COVID in January 2022 to provide a drop-in service to people in need of support. This has led to much better coordination with the other charity tenants.

As well as continuing to support collaboration between the charity tenants and the Live Well team, we have also supported the building being used as a drop-in vaccination centre on Tuesdays; welcomed paediatric nurses to rooms within the building once a week to manage a backlog of families with children with learning difficulties and continued to use the space for convening and education.

John Street

We have also continued to manage our own building in John Street with a further 4 charity tenants

Conference and meeting room hire

Through our conference room in John Street, along with the one in Sanford House, we have hosted and promoted a range of Adult Community Learning and other training courses.

During the year we saw our managed meeting room hire bookings continue to recover from the COVID period rising from 581 bookings in quarter four 21/22 to an average of 1164 per quarter in this financial year with a total room booking of 4,656 during the year.

CHAMPIONING APPRENTICESHIPS

Thanks to a three year capacity grant from the National Lottery Fund we have been able to support our Level 3 Business Administration apprentice to complete her apprenticeship and move into a permanent role within the charity. This apprentice was developed in partnership with Swindon Borough Council using its apprenticeship levy to cover the training element. We have continued to champion apprenticeships in the sector.

VETERAN SIGNPOSTING

Thanks to a two-year grant from the Veterans Foundation, our Veteran Support Navigator has continued to organise Veteran Drop-in sessions also attended by Help for Heroes, Op Courage, Veterans UK, Department of Work and Pensions, Turning Point and the Royal British Legion.

We were pleased to be awarded a further grant from the Armed Forces Covenant Trust Fund to enable us to run Men's Shed Projects specifically for Veterans. Sessions will involve signing up to a 6-week programme of activities that range from woodwork, upcycling, and cooking classes. This is a partnership delivery with Renew Swindon who are registered with Men's Shed UK.

SHOPMOBILITY

We have continued to sustain the valuable Swindon Shopmobility Service since statutory funding ceased at the end of 2021. The service does not generate sufficient income from rental and scooter servicing to cover the necessary core costs.

In July 2022, we launched a small accessible community café adjacent to the Shopmobility Service, 'Café Mobility' which we hoped would generate sufficient income to cover the shortfall on Shopmobility to help sustain the service. We were grateful for a £7,000 grant from National Lottery to help us equip the café along with continued pro bono support of supplies from the local Tesco Metro shop. The Café serves 'Change Please' coffee, a social enterprise that supports the homeless with employment opportunities.

Unfortunately, despite a high-profile launch, regular marketing through community radio and social media and a 5-hygiene rating, our footfall in year one of trading has been lower than projected and insufficient to cover the labour costs. The fully accessible Café is popular with Shopmobility Customers and charity workers in Sanford House, and we hope to increase footfall and trade and seek grant funding to help sustain both the Café and the Shopmobility service. We were pleased to receive a £5,000 grant from the Wiltshire Community Foundation .

Report of the Trustees
for the Year Ended 31 March 2023

OTHER PROJECTS AND SERVICES

Pride of Swindon Awards

We were pleased to support these annual awards, now in their 13th year, by the administration of all the nominations, the notification to all those nominated; preparing the packs for the judging panel; chairing the judging panel; notification to the finalists and those that were unsuccessful and helping to organise the award event which took place in April 2022.

Safer Streets Survey and Focus Groups

Following feedback from our original two Safer Streets reports, it was noted that most of the feedback (87%) came from those that are White British. We were asked by Swindon Community Safety Partnership to carry out further research as part of funding from Safer Streets 4. During Q4 we hosted focus groups with 7 difference groups of people with protected characteristics working in partnership with some other local community groups and charities.

We spent time in some of the neighbourhoods where people had reported not feeling safe, gathering views from locals to find out if this was the same for people living in the areas or a reputational problem.

We have also worked with the Swindon Community Safety Partnership to produce information to go out as a credit card sized card in 'safety bags' given out to people during the night-time economy. A link via a QR code to VAS's website provides emergency contact details for different supporting organisations.

Work continues to develop information on our website following feedback on use of taxis (which will also be accessed via the QR code - how to travel safely in taxis, how to identify registered taxis, and information on training that taxi drivers need to go through in Swindon before obtaining the licence). This is to reassure the public, following feedback in our first two reports suggesting that people were still not confident using taxis due to the high-profile Sian O'Callaghan murder by a taxi driver in Swindon.

Disclosure and Baring Service Umbrella body

We continue to support charities and volunteers by providing a DBS umbrella service, processing 174 DBS checks for 32 organisations during this financial year.

Printing and Copying Service

Whilst the COVID pandemic encouraged wider use of electronic communication mediums, we have continued to offer our competitive printing and copying service to smaller organisations when needed.

FINANCIAL REVIEW

Financial position

Total funds at 31 March 2023 were £432,776 of which £107,097 were restricted. Funds held as fixed assets were £94,920. Designated funds total £213,000. Free reserves, excluding funds held as restricted funds, designated funds and fixed assets, were £17,759.

Report of the Trustees
for the Year Ended 31 March 2023

FINANCIAL REVIEW

Principal funding sources

Our principal funding sources are:

- Commissioned grant income from Swindon Borough Council to deliver our core infrastructure support to the sector.
- Grant income through a management agreement with Swindon Borough Council to manage Sanford House as an effective community hub.
- National Lottery grant to provide additional capacity for three years 2022-2025
- National Lottery grant to support the new Youth Voice Project 2023-2027
- Veterans Foundation and Armed Forces Covenant Fund Trust
- Bath and North East Somerset, Swindon and Wiltshire Integrated Care Board
- Other grant income
- Trading Income

Investment policy and objectives

The investment policy and objectives are agreed by the Board to minimise risk by spreading the investment of reserves to maximise the protection through the Financial Services Compensation Scheme protecting the first £85,000 of any savings. Also, to maximise return whilst ensuring available cash flow to meet liabilities and to be able to respond to emergency building repair issues.

Principal risks and uncertainties

The Board review the principal risks for the charity on a regular basis and put strategies in place to manage these risks. Our top four principal risks at this point are:

IT Hardware/Software/Security - mitigated by the donation of laptops; upgrades to the latest Windows and security software; continuing to contract an IT service provider and planned upgraded to Wi-Fi and server.

Inadequate building health and safety management - mitigated by regular health and safety checks, training, strong supervision and policy review.

Losing the opportunity to manage Sanford House - mitigated by high quality delivery on landlord responsibilities and maximising the added value delivered by the asset to all stakeholders.

Business Continuity - mitigated by refreshing the current Business Continuity Plan, trying to upgrade to fibre Wi-Fi when it's available and a leadership restructure with effect from 1 April 2023.

Factors likely to affect future financial performance or position are mitigated by an adequate reserves policy.

Reserves policy

Operational Reserve

Most of VAS's income comes from the local authority, supplemented by grant income and trading income through room hire, car park space rental, training and Shopmobility custom. Should circumstances in the future mean that this income reduces or is impacted, VAS would have to seek new funding sources at a sufficient level to enable it to continue to deliver its charitable aims. The Trustees feel it is necessary to keep a minimum of six months and ideally twelve months operational costs in reserve as well as financial provision to cover any necessary restructuring if necessary. In addition, any restricted funds are held in reserve to enable us to fulfil our funding obligations. Currently restricted funds stand at £107,097 and an operational reserve at £138,000 and the general fund, excluding fixed assets, at £17,759.

Property Maintenance Fund

The Trustees recognise the age of 1 John Street and its deteriorating infrastructure where the majority of the VAS team and some tenants are based. They feel that it is appropriate to hold some reserve in anticipation of urgent repair on the building. £62,000 was invested in a new flat roof during 2021 and the Trustees are mindful of potential improvements to windows and the heating system in the future and the cost of temporary facilities should the repair work render the current office environment uninhabitable during repair works to ensure continuity of service. Current reserves held for this are £50,000.

New Property Fund

In the longer term, given that 1 John Street is in area earmarked for redevelopment, any sale and purchase of new premises will require legal and surveyor costs and/or temporary office accommodation during any renovations. The Trustees have decided to make a provision of £25,000 for this to ensure continuity of service.

Report of the Trustees
for the Year Ended 31 March 2023

FUTURE PLANS

Our key objectives for the next year include:

- Launching and developing the Youth Voice Project.
- Sustaining Shopmobility and Café Mobility.
- Continuing to provide responsive and proactive funding and governance advice.
- Continuing to champion equality and diversity and inclusion.
- Ensuring that the Swindon VCSE is a valued partner in the Swindon Integrated Care Alliance.
- Helping to ensure that the VCSE is a valued partner in the broader BSW Integrated Care System.
- Continuing to be a representative voice for the Swindon VCSE on key boards and forums.
- Continuing to signpost services to veterans in Swindon and develop the Men's Shed project plus ongoing sustainability for this work.
- Developing our Volunteer Brokerage offer and seeking sustainable funding for this work.
- Sustaining and growing existing and build new collaboration networks.
- Explore and develop our 'paid for' services as a way of generating additional income.
- Continuing to champion apprenticeships in the Voluntary Sector.
- Investing in training and development for the VAS team.
- Recruiting at least two new Trustees with necessary skills.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Voluntary Action Swindon is a charitable company, limited by guarantee. The charitable company was established under Memorandum of Association, which sets out the objects and powers of the charitable company and is governed under its Articles of Association.

Recruitment and appointment of new trustees

The focus of the organisation's work is providing advice and general support to voluntary organisations within the Borough of Swindon. The aim is to ensure that the needs of this group are appropriately reflected through the diversity of the trustee body, and to enhance the potential pool of trustees, the charity continually seeks to identify potential new trustees relevant to the nature of its work and to improve the diversity of the Board.

Business, social care and charity skills are well represented on the Board. In an effort to maintain a broad mix, members are requested to provide an outline of their skills and, in the event of particular skills being lost due to retirements these are targeted through recruitment.

Organisational structure

Members support the aims of the organisation and are invited to the Annual General Meeting. Members elect the trustees, and these individuals are also company directors. The members of the Board are elected to serve for a period of five years after which they must be re-elected at the next Annual General Meeting. In the event of the charitable company being wound up, members are required to contribute an amount not exceeding £1.

Voluntary Action Swindon can have a Board of up to 12 members who meet on a regular basis and are responsible for the strategic direction and policy of the charity. At present there are 7 members of the Board from a variety of professional backgrounds relevant to the work of the charity. The CEO also attends Board meetings but has no voting rights.

The Board operates two sub committees, one focussing on Finance and HR issues the other on Facilities Management and Health and Safety. Both committees and the CEO work to an agreed delegation document.

Induction and training of new trustees

An induction pack has been prepared, drawing information from the various Charity Commission publications. This is distributed to all new trustees along with the Memorandum and Articles, and the latest financial statements. As part of a planned Trustee Induction training programme. Training is made available to trustees throughout the year, and they are encouraged to attend external events.

Key management remuneration

The Chief Executive Officer undertakes annual external benchmarking of salaries to available benchmarking and shares the source data output from this with the Board of Trustees. Each employees' salary is benchmarked to a market rate, and, within affordability, the Trustees strive to adjust salaries annually with the aim moving competent and experienced staff to as close to the middle market rate as possible.

Fundraising Standards

As a charity we do not carry out significant fundraising activities but are aware of the Fundraising Standard requirements and would seek to adhere to them at all times.

Report of the Trustees
for the Year Ended 31 March 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

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.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

01604168 (England and Wales)

Registered Charity number

287732

Registered office

1 John Street
Swindon
Wiltshire
SN1 1RT

Trustees

D Bell
R Barrett (Chair)
M Flay
S Frawley
S Henderson
J Markey (resigned 21.12.22)
S Peart (resigned 12.7.23)
R Thiagarajah
S Adamcova (appointed 11.10.22)

Chief Executive Officer - P Webb (to April 23), C Willis (from April 23)

Independent Examiner

James Gare FCA DChA
Monahans
Chartered Accountants
Hermes House
Fire Fly Avenue
Swindon
Wiltshire
SN2 2GA

Bankers

Lloyds TSB Bank PLC
5 High Street
Swindon
Wiltshire

Approved by order of the board of trustees on 30th August 23 and signed on its behalf by:

.....
R Barrett - Trustee

**Independent Examiner's Report to the Trustees of
Voluntary Action Swindon**

Independent examiner's report to the trustees of Voluntary Action Swindon ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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



James Gare FCA DChA

Monahans
Chartered Accountants
Hermes House
Fire Fly Avenue
Swindon
Wiltshire
SN2 2GA

Date: 14 September 2023

Voluntary Action Swindon

Statement of Financial Activities
for the Year Ended 31 March 2023

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	118,751	212,408	331,159	422,042
Charitable activities					
Funding Advice and Sector Support	5	31,644	56,362	88,006	60,071
Direct Community Support		42,087	-	42,087	21,469
Investment income	4	1,506	-	1,506	469
Other income		8,676	-	8,676	14,390
Total		<u>202,664</u>	<u>268,770</u>	<u>471,434</u>	<u>518,441</u>
EXPENDITURE ON					
Charitable activities					
Funding Advice and Sector Support	6	149,771	241,159	390,930	375,124
Direct Community Support		71,527	5,795	77,322	42,502
Total		<u>221,298</u>	<u>246,954</u>	<u>468,252</u>	<u>417,626</u>
NET INCOME/(EXPENDITURE)					
Transfers between funds	20	(18,634)	21,816	3,182	100,815
		<u>37,667</u>	<u>(37,667)</u>	<u>-</u>	<u>-</u>
Net movement in funds		19,033	(15,851)	3,182	100,815
RECONCILIATION OF FUNDS					
Total funds brought forward		306,646	122,948	429,594	328,779
TOTAL FUNDS CARRIED FORWARD		<u>325,679</u>	<u>107,097</u>	<u>432,776</u>	<u>429,594</u>

The notes form part of these financial statements

Voluntary Action Swindon (Registered number: 01604168)

Balance Sheet
31 March 2023

	Notes	2023 £	2022 £
FIXED ASSETS			
Tangible assets	14	94,920	101,214
CURRENT ASSETS			
Stocks	15	1,028	500
Debtors: amounts falling due within one year	16	37,859	48,852
Debtors: amounts falling due after more than one year	16	-	28,606
Cash at bank		<u>446,363</u>	<u>285,055</u>
		485,250	363,013
CREDITORS			
Amounts falling due within one year	17	(147,394)	(34,633)
NET CURRENT ASSETS		<u>337,856</u>	<u>328,380</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>432,776</u>	<u>429,594</u>
NET ASSETS		<u>432,776</u>	<u>429,594</u>
FUNDS	20		
Unrestricted funds		325,678	306,646
Restricted funds		<u>107,098</u>	<u>122,948</u>
TOTAL FUNDS		<u>432,776</u>	<u>429,594</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 30th Nov 23 and were signed on its behalf by:



.....
R Barrett - Trustee

The notes form part of these financial statements

Voluntary Action Swindon

Cash Flow Statement
for the Year Ended 31 March 2023

	Notes	2023 £	2022 £
Cash flows from operating activities			
Cash generated from operations	1	<u>159,802</u>	<u>31,540</u>
Net cash provided by operating activities		<u>159,802</u>	<u>31,540</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		-	(16,100)
Interest received		<u>1,506</u>	<u>469</u>
Net cash provided by/(used in) investing activities		<u>1,506</u>	<u>(15,631)</u>
Change in cash and cash equivalents in the reporting period			
Cash and cash equivalents at the beginning of the reporting period		<u>285,055</u>	<u>269,146</u>
Cash and cash equivalents at the end of the reporting period		<u>446,363</u>	<u>285,055</u>

The notes form part of these financial statements

Voluntary Action Swindon

Notes to the Cash Flow Statement
for the Year Ended 31 March 2023

1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES	2023	2022	
	£	£	
Net income for the reporting period (as per the Statement of Financial Activities)	3,182	100,815	
Adjustments for:			
Depreciation charges	6,294	5,294	
Interest received	(1,506)	(469)	
Increase in stocks	(528)	-	
Decrease/(increase) in debtors	39,599	(71,094)	
Increase/(decrease) in creditors	<u>112,761</u>	<u>(3,006)</u>	
Net cash provided by operations	<u>159,802</u>	<u>31,540</u>	
2. ANALYSIS OF CHANGES IN NET FUNDS	At 1.4.22	Cash flow	At 31.3.23
	£	£	£
Net cash			
Cash at bank and in hand	<u>285,055</u>	<u>161,308</u>	<u>446,363</u>
	<u>285,055</u>	<u>161,308</u>	<u>446,363</u>
Total	<u>285,055</u>	<u>161,308</u>	<u>446,363</u>

Voluntary Action Swindon

Notes to the Financial Statements for the Year Ended 31 March 2023

1. GENERAL INFORMATION

Voluntary Action Swindon is a charitable company limited by guarantee, without share capital, incorporated in England and Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The registered office address is 1 John Street, Swindon SN1 1RT. The principal activities can be found in the Trustees' Report.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value.

The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest pound.

Going concern

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

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.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Donations are recognised on a receivable basis where there is certainty of receipt and the amount can be reliably measured.

Where material, donated goods and services are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. On receipt, where material, donated goods and services are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

In accordance with the Charities SORP (FRS 102), the general volunteer time is not recognised and refer to the trustees' annual report for more information about their contribution.

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.

Freehold property	- 2% on straight line basis
Fixtures and fittings	- 25% on straight line basis

Expenditure on tangible fixed assets amounting to less than £1000 per item is not capitalised

Voluntary Action Swindon

Notes to the Financial Statements - continued for the Year Ended 31 March 2023

2. ACCOUNTING POLICIES - continued

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

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

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.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

3. DONATIONS AND LEGACIES

	2023	2022
	£	£
Donations	2,065	6,678
Grants	<u>329,094</u>	<u>415,364</u>
	<u>331,159</u>	<u>422,042</u>

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

	2023	2022
	£	£
Swindon Borough Council	229,771	279,815
National Lottery	-	94,524
The Veterans Foundation	22,680	20,000
BSW Integrated Care Board	53,550	9,000
Other grants	<u>23,093</u>	<u>21,025</u>
	<u>329,094</u>	<u>415,364</u>

Voluntary Action Swindon

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

4. INVESTMENT INCOME				
			2023	2022
			£	£
Deposit account interest			<u>1,506</u>	<u>469</u>
5. INCOME FROM CHARITABLE ACTIVITIES				
			2023	2022
			£	£
Letting and rental income	Activity		84,505	58,943
	Funding Advice and Sector Support			
Community print	Funding Advice and Sector Support		1,561	605
Training and conference	Funding Advice and Sector Support		1,940	523
Shopmobility sales	Direct Community Support		30,707	21,469
Café mobility sales	Direct Community Support		<u>11,380</u>	<u>-</u>
			<u>130,093</u>	<u>81,540</u>
6. CHARITABLE ACTIVITIES COSTS				
		Direct	Support	Totals
		Costs (see	costs (see	
		note 7)	note 8)	
		£	£	£
Funding Advice and Sector Support		251,254	139,676	390,930
Direct Community Support		<u>75,350</u>	<u>1,972</u>	<u>77,322</u>
		<u>326,604</u>	<u>141,648</u>	<u>468,252</u>
7. DIRECT COSTS OF CHARITABLE ACTIVITIES				
			2023	2022
			£	£
Staff costs			282,554	219,561
Other staff costs			3,861	4,619
Community print			4,053	3,344
Project costs			18,885	3,922
Shopmobility costs			5,386	4,697
Café costs			<u>11,865</u>	<u>2,128</u>
			<u>326,604</u>	<u>238,271</u>
8. SUPPORT COSTS				
			Governance	Totals
	Management	Finance	costs	
	£	£	£	£
Funding Advice and Sector Support	136,848	628	2,200	139,676
Direct Community Support	<u>1,972</u>	<u>-</u>	<u>-</u>	<u>1,972</u>
	<u>138,820</u>	<u>628</u>	<u>2,200</u>	<u>141,648</u>
9. NET INCOME/(EXPENDITURE)				
Net income/(expenditure) is stated after charging/(crediting):				
			2023	2022
			£	£
Auditors' remuneration			-	6,014
Depreciation - owned assets			6,294	5,294
Independent examination			1,500	-
Operating leases			<u>1,529</u>	<u>1,529</u>

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2023

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

11. STAFF COSTS

	2023 £	2022 £
Wages and salaries	259,377	200,627
Social security costs	15,564	12,147
Other pension costs	<u>7,613</u>	<u>6,787</u>
	<u><u>282,554</u></u>	<u><u>219,561</u></u>

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

	2023	2022
Administration	1	1
Management	4	4
Support	<u>6</u>	<u>6</u>
	<u><u>11</u></u>	<u><u>11</u></u>

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

The average monthly number of full-time equivalent employees during the year was 11 (2022: 11):

Key management personnel for the charity comprises the Trustees and the Chief Executive Officer. The total employee benefits for key management personnel of the charity were £50,585(2022: £50,739).

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	159,975	262,067	422,042
Charitable activities			
Funding Advice and Sector Support	24,553	35,518	60,071
Direct Community Support	21,469	-	21,469
Investment income	469	-	469
Other income	<u>14,390</u>	<u>-</u>	<u>14,390</u>
Total	<u><u>220,856</u></u>	<u><u>297,585</u></u>	<u><u>518,441</u></u>
EXPENDITURE ON			
Charitable activities			
Funding Advice and Sector Support	213,170	161,954	375,124
Direct Community Support	<u>40,113</u>	<u>2,389</u>	<u>42,502</u>
Total	<u><u>253,283</u></u>	<u><u>164,343</u></u>	<u><u>417,626</u></u>
NET INCOME/(EXPENDITURE)	(32,427)	133,242	100,815
Transfers between funds	<u>23,045</u>	<u>(23,045)</u>	<u>-</u>
Net movement in funds	(9,382)	110,197	100,815

Voluntary Action Swindon

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
RECONCILIATION OF FUNDS			
Total funds brought forward	316,028	12,751	328,779
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS CARRIED FORWARD	<u>306,646</u>	<u>122,948</u>	<u>429,594</u>

13. GOVERNMENT GRANT INCOME:

	2023 £	2022 £
Swindon Borough Council	234,771	236,492
BSW Integrated Care Board	53,550	9,000

There were no unfulfilled conditions or other contingencies attached to these grants. The charity has not directly benefited from any other forms of government assistance.

14. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Totals £
COST			
At 1 April 2022 and 31 March 2023	<u>113,425</u>	<u>61,039</u>	<u>174,464</u>
DEPRECIATION			
At 1 April 2022	25,694	47,556	73,250
Charge for year	<u>2,269</u>	<u>4,025</u>	<u>6,294</u>
At 31 March 2023	<u>27,963</u>	<u>51,581</u>	<u>79,544</u>
NET BOOK VALUE			
At 31 March 2023	<u>85,462</u>	<u>9,458</u>	<u>94,920</u>
At 31 March 2022	<u>87,731</u>	<u>13,483</u>	<u>101,214</u>

15. STOCKS

	2023 £	2022 £
Stocks	<u>1,028</u>	<u>500</u>

16. DEBTORS

	2023 £	2022 £
Amounts falling due within one year:		
Trade debtors	3,248	5,637
Other debtors	28,606	36,144
Prepayments	<u>6,005</u>	<u>7,071</u>
	<u>37,859</u>	<u>48,852</u>

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2023

16. DEBTORS - continued		2023	2022	
		£	£	
Amounts falling due after more than one year:				
Other debtors		<u>-</u>	<u>28,606</u>	
Aggregate amounts		<u>37,859</u>	<u>77,458</u>	
17. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		2023	2022	
		£	£	
Trade creditors		29,318	9,007	
Social security and other taxes		5,570	4,276	
Other creditors		1,182	2,166	
Accruals and deferred income		<u>111,324</u>	<u>19,184</u>	
		<u>147,394</u>	<u>34,633</u>	
18. LEASING AGREEMENTS				
Minimum lease payments under non-cancellable operating leases fall due as follows:				
		2023	2022	
		£	£	
Within one year		1,529	1,529	
Between one and five years		<u>382</u>	<u>1,911</u>	
		<u>1,911</u>	<u>3,440</u>	
19. ANALYSIS OF NET ASSETS BETWEEN FUNDS				
	Unrestricted	Restricted	2023	2022
	funds	funds	Total	Total
	£	£	funds	funds
			£	£
Fixed assets	94,920	-	94,920	101,214
Current assets	378,152	107,098	485,250	363,013
Current liabilities	<u>(147,394)</u>	<u>-</u>	<u>(147,394)</u>	<u>(34,633)</u>
	<u>325,678</u>	<u>107,098</u>	<u>432,776</u>	<u>429,594</u>

Voluntary Action Swindon

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

20. MOVEMENT IN FUNDS

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
Unrestricted funds				
General fund	113,646	(18,635)	17,667	112,678
Property maintenance fund	35,000	-	15,000	50,000
Operational reserve fund	133,000	-	5,000	138,000
Property fund	<u>25,000</u>	<u>-</u>	<u>-</u>	<u>25,000</u>
	306,646	(18,635)	37,667	325,678
Restricted funds				
SBC - Sanford House	27,651	21,300	(12,060)	36,891
Sanford House	2,786	-	-	2,786
The Veterans Foundation	18,850	8,033	(4,203)	22,680
BSW ICB Capacity Funding	2,000	18,700	(17,200)	3,500
Mind	1,116	144	-	1,260
Cafe mobility	5,795	(5,795)	-	-
Capacity funding	64,750	(36,144)	-	28,606
Pride of Swindon Awards	-	2,064	-	2,064
VAS Conference	-	(1,700)	1,700	-
BSW ICB Board - VCSE representation	-	904	(904)	-
Volunteer Centre	-	5,000	(5,000)	-
REND Research Engagement Network Development	<u>-</u>	<u>9,311</u>	<u>-</u>	<u>9,311</u>
	<u>122,948</u>	<u>21,817</u>	<u>(37,667)</u>	<u>107,098</u>
TOTAL FUNDS	<u>429,594</u>	<u>3,182</u>	<u>-</u>	<u>432,776</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	202,664	(221,299)	(18,635)
Restricted funds			
SBC - Sanford House	173,268	(151,968)	21,300
National Lottery	908	(908)	-
Wiltshire Community Foundation	5,000	(5,000)	-
The Veterans Foundation	22,680	(14,647)	8,033
BSW ICS Capacity Funding	20,500	(1,800)	18,700
Mind	1,000	(856)	144
Cafe mobility	300	(6,095)	(5,795)
Capacity funding	-	(36,144)	(36,144)
Pride of Swindon Awards	2,064	-	2,064
VAS Conference	5,000	(6,700)	(1,700)
Population Health Management Programmes	8,300	(8,300)	-
BSW ICB Board - VCSE representation	9,750	(8,846)	904
Volunteer Centre	5,000	-	5,000
REND Research Engagement Network Development	<u>15,000</u>	<u>(5,689)</u>	<u>9,311</u>
	<u>268,770</u>	<u>(246,953)</u>	<u>21,817</u>
TOTAL FUNDS	<u>471,434</u>	<u>(468,252)</u>	<u>3,182</u>

Voluntary Action Swindon

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

20. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General fund	101,028	(32,427)	45,045	113,646
Property maintenance fund	60,000	-	(25,000)	35,000
Operational reserve fund	130,000	-	3,000	133,000
Property fund	<u>25,000</u>	<u>-</u>	<u>-</u>	<u>25,000</u>
	316,028	(32,427)	23,045	306,646
Restricted funds				
SBC - Sanford House	8,965	32,731	(14,045)	27,651
Sanford House	2,786	-	-	2,786
National Lottery	1,000	(1,000)	-	-
The Veterans Foundation	-	18,850	-	18,850
BSW ICS Capacity Funding	-	7,000	(5,000)	2,000
Mind	-	1,116	-	1,116
Cafe mobility	-	9,795	(4,000)	5,795
Capacity funding	<u>-</u>	<u>64,750</u>	<u>-</u>	<u>64,750</u>
	<u>12,751</u>	<u>133,242</u>	<u>(23,045)</u>	<u>122,948</u>
TOTAL FUNDS	<u>328,779</u>	<u>100,815</u>	<u>-</u>	<u>429,594</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	220,856	(253,283)	(32,427)
Restricted funds			
SBC - Sanford House	155,277	(122,546)	32,731
National Lottery	-	(1,000)	(1,000)
The Veterans Foundation	20,000	(1,150)	18,850
BSW ICB Capacity Funding	9,000	(2,000)	7,000
Mind	1,350	(234)	1,116
Shopmobility	12,250	(12,250)	-
Cafe mobility	12,184	(2,389)	9,795
Capacity funding	<u>87,524</u>	<u>(22,774)</u>	<u>64,750</u>
	<u>297,585</u>	<u>(164,343)</u>	<u>133,242</u>
TOTAL FUNDS	<u>518,441</u>	<u>(417,626)</u>	<u>100,815</u>

The charity's restricted funds have the following purposes:

Sanford House - Funds utilised to meet legal expenditure.

SBC - Sanford House - Funds applied to expenditure on project development costs, internal and external costs.

Wiltshire Community Foundation - to Support Shopmobility

Capacity funding - National Lottery funding to improve and enhance the service provided to charities and community groups

The Veterans Foundation - fund the recruitment and employment of a veteran support worker

Voluntary Action Swindon

Notes to the Financial Statements - continued for the Year Ended 31 March 2023

20. **MOVEMENT IN FUNDS - continued**

BSW ICS Capacity Funding - to provide capacity funding to VAS and via VAS to Swindon VCSE organisations to engage in future ICS/ICA work.

Mind - Time to Talk project funding

Café mobility - Funding to establish outdoor coffee shop and heated seating space adjacent to shopmobility service run. This fund also includes donations received for the café.

Shopmobility - to employ a shopmobility supervisor to focus on reducing isolation and improving wellbeing of adults with mobility issues

Pride of Swindon Awards - funds to support merchandise and marketing and to arrange a formal community awards event

BSW ICB Board VCSE representation - Funding provided to support a named member of VAS staff to attend the BSW ICB Board as the VCSE Partner member.

Volunteer Centre - establishing a volunteer brokerage service

REND Research Engagement Network Development - work to see how best to engage with a specific target group

Population Health Management - VCSE sector engagement and participation in the population health management programme.

VAS Conference - sponsorship for the VAS conference.

The charity's designated funds have the following purposes:

Property Maintenance Fund - Fund to provide for any emergency and major repairs and refurbishments as and when required.

Operational Reserve Fund - Funds set aside equivalent to 6 months (ideally 12) of core operating costs of the organisation in accordance with the reserves policy mentioned in the Trustees Report.

Property Fund - Funds set aside to cover costs to identify new premises and pay for surveyors and architects fees should the John Street property be involved in any Town Centre development.

Transfers between funds

£12,060 transferred from Sanford Street to general fund represents the amount per the agreement that can be retained.

£4,203 transferred from Veterans Foundation for supervision, marketing, training, printing and overheads.

£17,200 transferred from BSW ICS Capacity Funding for staff time, travel, preparation and feed back to the VCSE.

£5,000 transferred from Volunteer Centre towards establishing a volunteer brokerage service.

21. **EMPLOYEE BENEFIT OBLIGATIONS**

The charity operates a defined contribution pension scheme. The costs for the period was £7,612 (2022: £6,787). At 31 March 2023 contributions totalling £890 (2022: £665) were outstanding.

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2023

22. RELATED PARTY DISCLOSURES

The trustee, J Markey, provides training courses to charities. He received payment of £1,193 (2022: £1,196) from Voluntary Action Swindon for this service. This payment does not relate to services as a trustee.

There were no other related party transactions during the year.

23. AGENCY ARRANGEMENTS

Voluntary Action Swindon entered into an agreement with Kennet Furniture Refurbiz to host the distribution of BSW ICB Health Inequalities funding to form a 'Swindon Crisis Provision Fund' to support households in the most financially deprived areas of Swindon have access to furniture and white goods. In the year ended 31 March 2023 the charity received £25,000 and disbursed £Nil from the fund. Total undistributed funds at 31 March 2023 were £25,000 and this is held in deferred income.

VOLUNTARY ACTION - SWINDON

England & Wales - Charity number 287732

Accounts

Report of the Trustees and
Financial Statements
for the Year Ended 31 March 2022
for
Voluntary Action Swindon

Monahans
Statutory Auditors
Hermes House
Fire Fly Avenue
Swindon
Wiltshire
SN2 2GA

Voluntary Action Swindon

Contents of the Financial Statements
for the Year Ended 31 March 2022

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Voluntary Action Swindon (Registered number: 01604168)

**Report of the Trustees
for the Year Ended 31 March 2022**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2022. 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).

The Board is pleased to report that the charity continued to deliver a good quality service to our stakeholders during 2021/2022 financial year, making the best use of limited funding and resources.

Staff, Volunteers and Trustees worked well together to deliver a challenging and diverse set of objectives and I would like to extend my thanks to everyone for the part they each played in our successful delivery.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The charity's object and its principal activity continues to be that of promoting any charitable purpose for the benefit of the community in the Borough of Swindon.

As the Council for Voluntary Services in Swindon we achieve this through providing funding and governance advice; training and other support services, being the voice for the Swindon Voluntary sector on several platforms as well as encouraging collaboration within the Voluntary Sector and the statutory services. We also support Swindon Borough Council in delivery of its equality commitments, providing scrutiny and ensuring that the equality voice of the Swindon community has a platform.

Since April 2019 we have also delivered the Swindon Shopmobility Service helping people with mobility issues to continue to access town centre shops and facilities independently.

During this financial year and looking ahead to the future, one of the key changes we will seek to influence is the inclusion of the Voluntary and Community Sector in the developing Integrated Care System.

Strategies

Our key strategies for achieving our aims and objectives are:

Board and Team

A VAS Board which reflects the diverse community we support with the appropriate range of skills and experience. A VAS team of staff and volunteers sufficiently resourced, experienced and respected.

Sanford House

Sanford House is a well known, valued, influential, connected and welcoming Community Hub for people in Swindon.

John Street

John Street is a fully utilized and more environmentally friendly office center and advice and support center for the local community.

Services

VAS is a respected and well known provider of Training and Conference facilities and other services for the community sector in Swindon providing a high quality, value for money responsive service to all of our stakeholders

Connected and Valued:

VAS is a well known, respected and valued partner and voice for the Swindon Community Sector working to ensure that the sector is valued, understood, connected and a valued partner in integrated health and wellbeing service provision in Swindon.

Income:

VAS has diversified income streams but remains a valued and funded SBC service for the Community Sector.

Equality and Diversity

The Swindon Equality Coalition and VAS's broader equality work continues to help make Swindon a more inclusive Town and helps to support inclusive SBC campaigns.

Shopmobility and Café Mobility:

Shopmobility is a valued, self sustained, high quality and well-known service for people with mobility issues. Café mobility due to be launched in spring 2022, is a popular, ethical, accessible and well used café generating the income gap to sustain Shopmobility

We measure the success of our delivery through feedback, surveys and the level of awareness the sector has of VAS.

Report of the Trustees
for the Year Ended 31 March 2022

OBJECTIVES AND ACTIVITIES

Significant activities

From its premises at 1 John Street and through its landlord responsibilities for Sanford House Community Hub, Voluntary Action Swindon provides a wide range of services to voluntary and community organisations in the Borough of Swindon. These include:

- Funding and Governance Advice
- Trustee Network
- Shopmobility Service
- Championing Equality and Diversity in Swindon
- Providing a voice on behalf of the Voluntary sector
- Representing and encouraging participation from the sector in the developing Integrated Care System.
- Encouraging and supporting collaboration between the sector and the statutory services
- Training Courses
- Facilities Management
- Meeting room hire/facilitation of training space
- Support services including DBS check facilitation and a printing/copying service
- Weekly newsletter
- Key information dissemination through our website and social media

Public benefit

By achieving our aims Voluntary Action Swindon delivers public benefit indirectly by helping the broad range of charities and other voluntary organisations within the Borough of Swindon. Our range of services help to inform these charities, build their capacity and maximise their resources to deliver their valuable services within the community.

The trustees have paid due regard to the Charity Commission's guidance on public benefit in deciding what activities the charity should undertake. The trustees consider that they have acted in the public benefit.

Report of the Trustees
for the Year Ended 31 March 2022

ACHIEVEMENT AND PERFORMANCE
FUNDING AND GOVERNANCE SUPPORT

Requests for help:

Over the year we have dealt with 443 requests for help from the Swindon Voluntary and Community Sector, which has included funding and governance help and engagement with a wide range of other issues.

We also continue to share important information with and between the sector through our weekly newsletter VAS-ID, our website and our social media feeds.

Collaborative Funding Bids

We have coordinated two collaborative funding bids on behalf of the Voluntary Sector to the Swindon Integrated Care Alliance (ICA). The first was in January 2021 to provide much needed post COVID capacity funding to some essential services which resulted in a grant of £121,000 distributed by the ICA via Swindon Borough Council in August 2021 to 6 organisations. In January 2022, we led a further collaborative bid to support the developing Integrated Care System with winter pressures. The funds awarded, resourced the Live Well team and some Voluntary Sector members working together to provide proactive support for patients and families post hospital discharge, and to support a wellbeing programme focussed on those frequently attending GP practices. A grant of £149,813 was made to four organisations to support these two programmes.

Pro Bono Donations

During January 2020 and November 2021, we distributed over 34,000 face masks donated to us by First City Nursing for the Voluntary and Community Sector and in July 2021, 10,800 bottles of high-quality hand gel donated to us by L'Oréal via Business in the Community.

Community Outbreak Management Fund

Between March 2021 and October 2021, Voluntary Action Swindon managed a £205,518 grant fund on behalf of Swindon Borough Council. In this work VAS distributed grants to 31 local voluntary and community organisations to help reduce inequalities affecting COVID safety and infection management; promote positive infection control behaviours and messages and address vaccine hesitancy. The grants reached over 80,000 people in Swindon and leveraged over £10,000 in additional funding across a diverse range of communities and organisations.

EQUALITY AND DIVERSITY

We have continued to deliver our work to support the equality agenda in Swindon through leading the Swindon Equality Coalition (SEC) which was re-launched in July 2020 with a new core group of 11 people which grew to 23 by October 2020 and to 29 this year. Representatives from the SEC currently sit on the Equality Advisory Group; BAME COVID Task and Finish Group; Adult Housing and Social Care Scrutiny Committee; Hate Crime, Silver Scrutiny; Swindon Local Offer Champions Group and input was provided to the Youth Justice System Team. Work has also continued to develop a collaborative funding bid to the National Lottery to develop a stronger youth voice and forum in Swindon including a successful Speak Out Swindon youth survey to which over 100 young people responded.

We also ran a week-long 'Breaking Barriers' virtual awareness conference where twenty voluntary organisations shared their Equality, Diversity and Inclusion journeys followed by discussion and action plans involving them and 54 additional participants from the sector.

We also launched two new on-line networking groups, one for people affected by disability and one for the LGBTQ+ community.

COLLABORATION

'VAS VX' virtual event

We have continued our vital role in encouraging collaboration, both across the voluntary and community sector and between the sector and statutory services. This included delivering our virtual 'VAS VX' event in the last week of April 2021 where 40 local voluntary organisations presented their services and referrals pathways to an audience composed of Swindon Borough Council commissioners and frontline workers and referral agencies from all sectors. Over 140 people took part in the week-long virtual conference with many more accessing presentation and information provided via the specially created VX online directory.

VAS Live

Our monthly 'VAS Live' virtual networking sessions continued to be popular and were attended by over 240 participants hearing presentations on Lottery Funding; business skills for charities; co-operatives; risk management; effective communications; fraud prevention; mental health and PR and effective use of the media.

VCSE Leadership Alliance

**Report of the Trustees
for the Year Ended 31 March 2022**

Our VCSE COVID recovery group, made up of leaders from across the sector met in April to hear an update from Swindon Borough Council's public health team and then transitioned into an ongoing VCSE Leadership Alliance meeting three more times during the year to hear updates on the developing Integrated Care System; the Community Services Mental Health Framework; the BSW New Model of Care and also welcomed guest speakers from the sector either to introduce themselves as new charities to Swindon or share important updates such as the cost of living crisis from Citizens Advice.

Swindon Food Alliance

The Swindon Food Alliance, originally established during the peak of COVID to better co-ordinate food need, met four times to share information on trends and issues. Latterly this group has moved to be co-ordinated by Swindon Borough Council following the appointment of a new full time Food Champion in the Live Well team.

Voluntary and Community Sector Emergencies Partnership (VCSEP)

We continued to lead the VCSEP work for Swindon and Wiltshire, convening regular meetings with colleagues in Wiltshire and attending networking meetings across the Southwest of England. This was part of a national programme funding by central government and led by the British red Cross, to better co-ordinate the VCSE response to COVID and other emergencies.

VAS Trustee Network

We launched the VAS Trustee Network on the 19th of May 2021 with the Swindon Borough Council Public health Director providing an update on COVID as well as speakers covering Trustee recruitment and leadership. Three more networking sessions followed in August, November and February covering important topics of Safeguarding; Diversity and Inclusion; Fraud Prevention; Grant applications; Counter Terrorism and the new Martin's Law and the Disclosure and Barring service.

Swindon Time to Change/ Wellbeing Group

Following the winding up of the National Time to Change Campaign, we were asked to take on responsibility for the Swindon Time to Change group made up of around 12 members of the Voluntary Sector with a focus on mental health including the wider determinants. Over the year this has been developed into the Swindon Wellbeing group with a web and social media presence and a developed plan to co-ordinate collaborative events and campaigns.

VOICE FOR THE VOLUNTARY SECTOR

VAS has continued to provide a voice for the Swindon local Voluntary Sector at a variety of key boards and forums:

- Health and Wellbeing Board
- COVID-19 Health and Wellbeing Board
- Swindon and Wiltshire Local Enterprise Partnership
- Swindon Safeguarding Board
- Swindon Borough Council COVID recovery group
- Domestic Violence Forum
- Swindon Adult Learning Advisory Board
- Swindon Rough Sleepers Forum

Towns Fund

VAS has continued to play a key role in the Towns Fund project for Swindon helping to secure the £19.5 million investment into the regeneration of the Town Centre as a member of the Towns Fund Board and the Project Development Group. The Community Panel, led by VAS, made up of over 26 representatives from a broad range of community groups, has been focussed this year on providing feedback on the more detailed business cases for each of the six projects through focussed online workshops led by Swindon Borough Council and its appointed consultants.

Integrated Care System

VAS, along with most of the other Councils for Voluntary Service (CVS) across England, has been heavily involved in the developing Integrated Care Systems, specifically for Swindon the Bath and North East Somerset (BaNES), Swindon and Wiltshire (BSW). We have formed a VCSE Leadership Alliance at BSW system level with CVS colleagues from BaNES and Wiltshire and have been heavily involved in the developing Swindon Integrated Care Alliance (ICA) as a member of the Joint Committee and the Development Executive Group. We have engaged other members of the sector with this work with two key charities that are also represented on the Swindon ICA alongside VAS, together with 27 organisations engaged as part of a broader Professional Leadership Network.

We are also working with national CVS colleagues and our umbrella organisation NAVCA (National Association of Voluntary and Community Action) and a dedicated team within NHS England to ensure that the VCSE is a valued partner in integrated care.

FACILITIES MANAGEMENT

Report of the Trustees
for the Year Ended 31 March 2022

Sanford House

We have continued to effectively manage Sanford House under a management agreement with Swindon Borough Council as a community hub of 10 charity tenants, continuing to manage COVID infection control in the building. During the latter part of 2021 we made some minor changes to the ground floor office space to welcome the Swindon Borough Council Live Well team to the building. The Live Well team also took over the management of the reception area from Citizens Advice and the main reception was re-opened to the public in January 2022 to provide a drop-in service to people in need of support.

As well as continuing to support collaboration between the charity tenants and the Live Well team, we have also supported the building being used as a drop in vaccination centre on Tuesdays; welcomed paediatric nurses to rooms within the building once a week to manage a backlog of families with children with learning difficulties; welcomed adult social workers once a fortnight as part of the Local Authority 'talking Point' initiative and continued to use the space for convening and education.

John Street

We have also continued to manage our own building in John Street with a further 4 charity tenants. This has included investing £62,000 from dedicated reserves in replacing the leaking flat roof on the building.

Conference and meeting room hire

Through our conference room in John Street, along with the one in Sanford House, we have hosted and promoted Adult Community Learning courses in Maths, English; Goal setting; Support Work in Schools, Employability Skills, Construction

Health and safety and an Introduction to Hospitality, all helping people develop skills and access employment.

During the year we saw our managed meeting room hire bookings recovery from the COVID period rising from 61 bookings in quarter one to 581 bookings in quarter four - managing 1253 room bookings during the year.

CHAMPIONING APPRENTICESHIPS

Thanks to a three-year capacity grant from the National Lottery Fund we have been able to support our Level 3 Business Administration apprentice to complete her apprenticeship and move into a permanent role within the charity. This apprentice was developed in partnership with Swindon Borough Council using its apprenticeship levy to cover the training element. We have continued to champion apprenticeships in the sector and in October 2021 we were awarded the Outstanding SME Apprentice Ambassador award and the Gold Service Award for championing apprenticeships by the Southwest Apprenticeships Ambassador Network. Our Business Administration apprentice was also nominated and came third place in the Apprenticeship of the Year award in the Wiltshire Life Awards.

The National Lottery grant has also enabled us to maintain our level of support for funding and governance advice at a time when this has never been more needed; expand our work developing collaboration networks across the sector and improve our efficiency through implementing a new data base and grant search engine.

VETERAN SUPPORT

Thanks also to an initial one-year grant from the Veterans Foundation we have been able to recruit a Veteran Support Worker from the beginning of March 2022 to research and better join up the services available to Veterans in Swindon.

SHOPMOBILITY

During this financial year we have trained our Shopmobility staff in mobility scooter servicing which has enabled us to save money on paying for servicing and generate additional income through servicing private scooters. We have also secured permission and planning consent to launch a small café unit adjacent to Shopmobility through which we aim to generate additional income to sustain the Shopmobility service. We were grateful for a £7,000 grant from National Lottery to help us equip the café which we aim to open in Spring 2022.

OTHER PROJECTS

Census Support Centre

With grant funding from the Good Things Foundation, we were also established the only Census 2021 support centre in Sanford House Swindon between March and early May 2021 training 11 Census Support volunteers offering support in 6 different languages.

Pride of Swindon Awards

We were pleased to support these annual awards, now in their 13th year, by the administration of all the nominations, the notification to all those nominated; preparing the packs for the judging panel; chairing the judging panel; notification to the finalists and those that were unsuccessful and helping to organise the award event.

Safer Streets Survey and Focus Groups

Report of the Trustees
for the Year Ended 31 March 2022

In partnership with Swindon Community Safety Partnership, VAS was commissioned to provide two surveys, one aimed at adults, and one aimed at under 18's to gather differing views on how safe people felt generally when out and about in Swindon. This was funded from Safer Streets Funding Round 3. The surveys were developed in March and went live in April and we received 600+ responses to the adult survey, and 82 responses to the under 18 survey. We also ran two focus groups at both New College Swindon sites at North Star and Queens Drive as part of their Health and Wellbeing week, to speak to students face to face and gather their views directly.

FINANCIAL REVIEW

Financial position

Total funds at 31 March 2022 were £429,594, of which £122,948 were restricted. Funds held as fixed assets were £101,214. Designated funds total £193,000.

Significant Events

At the beginning of this financial year our conference room income was still reduced due to the impact of COVID infection risk management, continued remote working and the advancement of on-line meeting portals. We were able to access some of the local government COVID emergency funding to offset some of the impact of this.

Principal funding sources

Our principal funding sources are:

- Commissioned grant income from Swindon Borough Council to deliver our core infrastructure support to the sector.
- Grant income through a management agreement with Swindon Borough Council to manage Sanford House as an effective community hub.
- National Lottery grant to provide additionally capacity for three years 2022-2025
- Other grant income
- Trading Income

Investment policy and objectives

The investment policy and objectives is agreed by the Board to minimise risk by spreading the investment of reserves to maximise the protection through the Financial Services Compensation Scheme protecting the first £85,000 of any savings. Also, to maximise return whilst ensuring available cash flow to meet liabilities and to be able to respond to emergency building repair issues.

Principal risks and uncertainties

The Board review the principal risks for the charity on a regular basis and put strategies in place to manage these risks. Our top four principal risks at this point are:

IT Hardware/Software/Security - mitigated by the donation of laptops; upgrades to the latest Windows and security software; continuing to contract an IT service provider and planned upgraded to Wi-Fi and server.

Key person reliance - mitigated by cross training, up to date procedures and the recruitment of an apprentice.

Inadequate building health and safety management - mitigated by regular health and safety checks, training, strong supervision and policy review.

Losing the opportunity to manage Sanford House - mitigated by high quality delivery on landlord responsibilities and maximising the added value delivered by the asset to all stakeholders.

Factors likely to affect future financial performance or position are mitigated by an adequate reserves policy.

Report of the Trustees
for the Year Ended 31 March 2022

FINANCIAL REVIEW

Reserves policy

Operational Reserve

Most VAS's income comes from the local authority, supplemented by trading income through room hire, car park space rental, training and Shopmobility custom. Should circumstances in the future mean that this income reduces or is impacted, VAS would have to seek new funding sources at a sufficient level to enable it to continue to deliver its charitable aims. The Trustees feel it is necessary to keep a minimum of six months and ideally twelve months operational costs in reserve as well as financial provision to cover any necessary restructuring if necessary. This reserve stands at £133,000. The charity also hold free reserves within its general fund of £12,432. Total free reserves are £145,432 which represents 65% of annual staff costs and 39% of twelve months operational costs.

Property Maintenance Fund

The Trustees recognise the age of 1 John Street and its deteriorating infrastructure where the majority of the VAS team and some tenants are based. They feel that it is appropriate to hold some reserve in anticipation of urgent repair on the building. £62,000 was invested in a new flat roof during 2021 and the Trustees are mindful of potential improvements to windows and the heating system in the future and the cost of temporary facilities should the repair work render the current office environment uninhabitable during repair works to ensure continuity of service. Current reserves held for this are £35,000.

New Property Fund

In the longer term, given that 1 John Street is in area earmarked for redevelopment, any sale and purchase of new premises will require legal and surveyor costs and/or temporary office accommodation during any renovations. The Trustees have decided to make a provision of £25,000 for this to ensure continuity of service.

FUTURE PLANS

Our key objectives for the next year include:

- Completing a new 'State of the Swindon Sector' Survey and learning from the results.
- Launching and developing Café Mobility.
- Continuing to market and grow the customer base of the Shopmobility Service.
- Continuing to provide responsive and proactive Funding and Governance Advice.
- Continuing to champion equality and diversity and inclusion.
- Ensuring that the Swindon VCSE is a valued partner in the Swindon Integrated Care Alliance.
- Helping to ensure that the VCSE is a valued partner in the broader BSW Integrated Care System.
- Continue to be a representative voice for the Swindon VCSE on key boards and forums.
- Secure sustainable funding and develop our work to improve the coordination of services to veterans in Swindon.
- Sustain and grow existing and build new collaboration networks.
- Deliver a high quality and well attended Swindon Voluntary Sector Conference.
- Continue to champion apprenticeships in the Voluntary Sector.
- Complete an environmental audit on our John Street property.
- Update the skills audit for the Board of Trustees and develop a Trustee succession plan

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Voluntary Action Swindon is a charitable company, limited by guarantee. The charitable company was established under Memorandum of Association, which sets out the objects and powers of the charitable company and is governed under its Articles of Association.

Recruitment and appointment of new trustees

The focus of the organisation's work is providing advice and general support to voluntary organisations within the Borough of Swindon. The aim is to ensure that the needs of this group are appropriately reflected through the diversity of the trustee body, and to enhance the potential pool of trustees, the charity continually seeks to identify potential new trustees relevant to the nature of its work and to improve the diversity of the Board.

Business, social care and charity skills are well represented on the Board. In an effort to maintain a broad mix, members are requested to provide an outline of their skills and, in the event of particular skills being lost due to retirements these are targeted through recruitment.

Report of the Trustees
for the Year Ended 31 March 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

Members support the aims of the organisation and are invited to the Annual General Meeting. Members elect the trustees, and these individuals are also company directors. The members of the Board are elected to serve for a period of five years after which they must be re-elected at the next Annual General Meeting. In the event of the charitable company being wound up, members are required to contribute an amount not exceeding £1.

Voluntary Action Swindon can have a Board of up to 12 members who meet on a regular basis and are responsible for the strategic direction and policy of the charity. At present there are 8 members of the Board from a variety of professional backgrounds relevant to the work of the charity. The CEO also attends Board meetings but has no voting rights.

The Board operates two sub committees, one focussing on Finance and HR issues the other on Facilities Management and Health and Safety. Both committees and the CEO work to an agreed delegation document.

Induction and training of new trustees

An induction pack has been prepared, drawing information from the various Charity Commission publications. This is distributed to all new trustees along with the Memorandum and Articles, and the latest financial statements. As part of a planned Trustee Induction training programme. Training is made available to trustees throughout the year, and they are encouraged to attend external events.

Key management remuneration

The Chief Executive Officer undertakes annual external benchmarking of salaries to available benchmarking and shares the source data output from this with the Board of Trustees. Each employees' salary is benchmarked to a market rate and, within affordability, the Trustees strive to adjust salaries annually with the aim moving competent and experienced staff to as close to the middle market rate as possible.

Fundraising Standards

As a charity we do not carry out significant fundraising activities but are aware of the Fundraising Standard requirements and would seek to adhere to them at all times.

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.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

01604168 (England and Wales)

Registered Charity number

287732

Registered office

1 John Street
Swindon
Wiltshire
SN1 1RT

Trustees

A W Amos (resigned 12.10.21)
D Bell
R Barrett
M Flay
S Frawley
S Henderson
J Markey
S Peart
R Thiagarajah

Chief Executive Officer - P Webb

Report of the Trustees
for the Year Ended 31 March 2022

REFERENCE AND ADMINISTRATIVE DETAILS

Auditors

Monahans
Statutory Auditors
Hermes House
Fire Fly Avenue
Swindon
Wiltshire
SN2 2GA

Bankers

Lloyds TSB Bank PLC
5 High Street
Swindon
Wiltshire

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Voluntary Action Swindon for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

The auditors, Monahans, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by order of the board of trustees on 5 August 2022 and signed on its behalf by:

R Barrett - Trustee

Report of the Independent Auditors to the Members of Voluntary Action Swindon

Opinion

We have audited the financial statements of Voluntary Action Swindon (the 'charitable company') for the year ended 31 March 2022 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2022 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

Report of the Independent Auditors to the Members of Voluntary Action Swindon

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Based on our understanding of the charity and the voluntary sector, we identified that the principal risks of non-compliance with laws and regulations related to health and safety, employment law, Companies Act 2006 and Charity Law, and we considered the extent to which non-compliance might have a material effect on the financial statements of the charity. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the the Charities Statement of Recommended Practice and Companies Act 2006.

We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls) and determined that the principal risks were related to revenue recognition and management override. Audit procedures performed by the audit engagement team included:

- discussions with management, including consideration of known or suspected instances of non-compliance with laws and regulations and fraud;
- understanding and review of management's internal controls designed to prevent and detect irregularities, and fraud;
- review of the minutes of the Trustees meetings;
- designing audit procedures to incorporate unpredictability;
- performing analytical procedures to identify any unusual or unexpected relationships that might indicate risks of material misstatement due to fraud;
- review of the financial statements disclosures and testing to supporting documentation to assess compliance with relevant laws and regulations discussed above;
- enquiring of management about actual and potential litigation and claims;
- testing transactions entered into outside of the normal course of the charity's business; and
- identifying and testing journal entries, in particular any journal entries with fraud characteristics such as journals with round numbers.

There are inherent limitations in the audit procedures described above and the further removed non-compliance with laws and regulations is from the events and the transactions reflected in the financial statements, the less likely we would become aware of it. Also, the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Report of the Independent Auditors to the Members of
Voluntary Action Swindon

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

James Gare (Senior Statutory Auditor)
for and on behalf of Monahans
Statutory Auditors
Hermes House
Fire Fly Avenue
Swindon
Wiltshire
SN2 2GA

31 August 2022

Voluntary Action Swindon

Statement of Financial Activities
for the Year Ended 31 March 2022

	Notes	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	159,975	262,067	422,042	285,877
Charitable activities	5				
Funding Advice and Sector Support		24,553	35,518	60,071	37,013
Direct Community Support		21,469	-	21,469	11,900
Investment income	4	469	-	469	1,647
Other income		14,390	-	14,390	4,695
Total		<u>220,856</u>	<u>297,585</u>	<u>518,441</u>	<u>341,132</u>
EXPENDITURE ON					
Charitable activities	6				
Funding Advice and Sector Support		213,170	161,954	375,124	297,932
Direct Community Support		40,113	2,389	42,502	42,087
Total		<u>253,283</u>	<u>164,343</u>	<u>417,626</u>	<u>340,019</u>
NET INCOME/(EXPENDITURE)		<u>(32,427)</u>	<u>133,242</u>	<u>100,815</u>	<u>1,113</u>
Transfers between funds	20	<u>23,045</u>	<u>(23,045)</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>(9,382)</u>	<u>110,197</u>	<u>100,815</u>	<u>1,113</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>316,028</u>	<u>12,751</u>	<u>328,779</u>	<u>327,666</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>306,646</u></u>	<u><u>122,948</u></u>	<u><u>429,594</u></u>	<u><u>328,779</u></u>

The notes form part of these financial statements

Voluntary Action Swindon (Registered number: 01604168)

Balance Sheet
31 March 2022

	Notes	2022 £	2021 £
FIXED ASSETS			
Tangible assets	14	101,214	90,408
CURRENT ASSETS			
Stocks	15	500	500
Debtors: amounts falling due within one year	16	48,852	6,364
Debtors: amounts falling due after more than one year	16	28,606	-
Cash at bank		285,055	269,146
		<u>363,013</u>	<u>276,010</u>
CREDITORS			
Amounts falling due within one year	17	(34,633)	(37,639)
		<u>328,380</u>	<u>238,371</u>
NET CURRENT ASSETS			
		<u>328,380</u>	<u>238,371</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>429,594</u>	<u>328,779</u>
NET ASSETS		<u>429,594</u>	<u>328,779</u>
FUNDS	20		
Unrestricted funds		306,646	316,028
Restricted funds		122,948	12,751
TOTAL FUNDS		<u>429,594</u>	<u>328,779</u>

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 5 August 2022 and were signed on its behalf by:

R Barrett - Trustee

Voluntary Action Swindon

Cash Flow Statement
for the Year Ended 31 March 2022

	Notes	2022 £	2021 £
Cash flows from operating activities			
Cash generated from operations	1	31,540	5,949
Net cash provided by operating activities		<u>31,540</u>	<u>5,949</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(16,100)	-
Interest received		469	1,647
Net cash (used in)/provided by investing activities		<u>(15,631)</u>	<u>1,647</u>
Change in cash and cash equivalents in the reporting period			
		15,909	7,596
Cash and cash equivalents at the beginning of the reporting period		<u>269,146</u>	<u>261,550</u>
Cash and cash equivalents at the end of the reporting period		<u><u>285,055</u></u>	<u><u>269,146</u></u>

The notes form part of these financial statements

Voluntary Action Swindon

Notes to the Cash Flow Statement
for the Year Ended 31 March 2022

1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES	2022	2021	
	£	£	
Net income for the reporting period (as per the Statement of Financial Activities)	100,815	1,113	
Adjustments for:			
Depreciation charges	5,294	410	
Interest received	(469)	(1,647)	
Increase in debtors	(71,094)	(484)	
(Decrease)/increase in creditors	(3,006)	6,557	
Net cash provided by operations	<u>31,540</u>	<u>5,949</u>	
2. ANALYSIS OF CHANGES IN NET FUNDS	At 1.4.21	Cash flow	At 31.3.22
	£	£	£
Net cash			
Cash at bank and in hand	269,146	15,909	285,055
	<u>269,146</u>	<u>15,909</u>	<u>285,055</u>
Total	<u>269,146</u>	<u>15,909</u>	<u>285,055</u>

Voluntary Action Swindon

Notes to the Financial Statements for the Year Ended 31 March 2022

1. GENERAL INFORMATION

Voluntary Action Swindon is a charitable company limited by guarantee, without share capital, incorporated in England and Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The registered office address is 1 John Street, Swindon SN1 1RT. The principal activities can be found in the Trustees' Report.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value.

The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest pound.

Going concern

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

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.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Donations are recognised on a receivable basis where there is certainty of receipt and the amount can be reliably measured.

Where material, donated goods and services are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. On receipt, where material, donated goods and services are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

In accordance with the Charities SORP (FRS 102), the general volunteer time is not recognised and refer to the trustees' annual report for more information about their contribution.

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.

Freehold property	- 2% on straight line basis
Fixtures and fittings	- 25% on straight line basis

Expenditure on tangible fixed assets amounting to less than £1000 per item is not capitalised

Voluntary Action Swindon

Notes to the Financial Statements - continued for the Year Ended 31 March 2022

2. ACCOUNTING POLICIES - continued

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

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

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.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

3. DONATIONS AND LEGACIES

	2022	2021
	£	£
Donations	6,678	250
Grants	415,364	285,627
	<u>422,042</u>	<u>285,877</u>

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

	2022	2021
	£	£
Swindon Borough Council	279,815	202,362
Wiltshire Community Foundation	-	5,000
National Lottery	94,524	57,250
The Veterans	20,000	-
Other grants	21,025	21,015
	<u>415,364</u>	<u>285,627</u>

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2022

4. INVESTMENT INCOME				
			2022	2021
			£	£
Deposit account interest			469	1,647
			<u> </u>	<u> </u>
5. INCOME FROM CHARITABLE ACTIVITIES				
			2022	2021
			£	£
Letting and rental income	Activity		58,943	35,996
	Funding Advice and Sector Support			
Community print	Funding Advice and Sector Support		605	530
Training and conference	Funding Advice and Sector Support		523	487
Shopmobility sales	Direct Community Support		21,469	11,900
			<u> </u>	<u> </u>
			81,540	48,913
			<u> </u>	<u> </u>
6. CHARITABLE ACTIVITIES COSTS				
			Direct	Support
			Costs (see	costs (see
			note 7)	note 8)
			£	£
Funding Advice and Sector Support			198,327	176,797
Direct Community Support			39,944	2,558
			<u> </u>	<u> </u>
			238,271	179,355
			<u> </u>	<u> </u>
				Totals
				£
				375,124
				<u> </u>
				42,502
				<u> </u>
				417,626
				<u> </u>
7. DIRECT COSTS OF CHARITABLE ACTIVITIES				
			2022	2021
			£	£
Staff costs			224,180	206,191
Community print			3,344	1,953
Project costs			3,922	866
Shopmobility costs			4,697	5,505
Food delivery project			-	4,792
Café costs			2,128	-
			<u> </u>	<u> </u>
			238,271	219,307
			<u> </u>	<u> </u>
8. SUPPORT COSTS				
			Management	Finance
			£	£
Funding Advice and Sector Support			170,129	254
Direct Community Support			2,172	386
			<u> </u>	<u> </u>
			172,301	640
			<u> </u>	<u> </u>
				Governance
				costs
				£
				6,414
				-
				<u> </u>
				6,414
				<u> </u>
				Totals
				£
				176,797
				<u> </u>
				2,558
				<u> </u>
				179,355
				<u> </u>
9. NET INCOME/(EXPENDITURE)				
Net income/(expenditure) is stated after charging/(crediting):				
			2022	2021
			£	£
Auditors' remuneration			6,014	-
Depreciation - owned assets			5,294	410
Independent examination			-	1,016
Operating leases			1,529	1,529
			<u> </u>	<u> </u>

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2022

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the year ended 31 March 2021.

11. STAFF COSTS

	2022 £	2021 £
Wages and salaries	205,246	189,466
Social security costs	12,147	10,307
Other pension costs	6,787	6,418
	<u>224,180</u>	<u>206,191</u>

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

	2022	2021
Administration	1	1
Management	4	1
Support	6	8
	<u>11</u>	<u>10</u>

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

The average monthly number of full-time equivalent employees during the year was 11 (2021: 10):

Key management personnel for the charity comprises the Trustees and the Chief Executive Officer. The total employee benefits for key management personnel of the charity were £50,739.

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	91,165	194,712	285,877
Charitable activities			
Funding Advice and Sector Support	37,013	-	37,013
Direct Community Support	11,900	-	11,900
Investment income	1,647	-	1,647
Other income	4,695	-	4,695
Total	<u>146,420</u>	<u>194,712</u>	<u>341,132</u>
EXPENDITURE ON			
Charitable activities			
Funding Advice and Sector Support	95,075	202,857	297,932
Direct Community Support	37,087	5,000	42,087
Total	<u>132,162</u>	<u>207,857</u>	<u>340,019</u>
NET INCOME/(EXPENDITURE)	<u>14,258</u>	<u>(13,145)</u>	<u>1,113</u>
Transfers between funds	<u>6,938</u>	<u>(6,938)</u>	<u>-</u>

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2022

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
Net movement in funds	21,196	(20,083)	1,113
RECONCILIATION OF FUNDS			
Total funds brought forward	294,832	32,834	327,666
TOTAL FUNDS CARRIED FORWARD	<u>316,028</u>	<u>12,751</u>	<u>328,779</u>

13. GOVERNMENT GRANT INCOME:

	2022 £	2021 £
Swindon Borough Council	236,492	202,362
National lottery	90,576	57,250

There were no unfulfilled conditions or other contingencies attached to these grants. The charity has not directly benefited from any other forms of government assistance.

14. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Totals £
COST			
At 1 April 2021	113,425	44,939	158,364
Additions	-	16,100	16,100
At 31 March 2022	<u>113,425</u>	<u>61,039</u>	<u>174,464</u>
DEPRECIATION			
At 1 April 2021	23,425	44,531	67,956
Charge for year	2,269	3,025	5,294
At 31 March 2022	<u>25,694</u>	<u>47,556</u>	<u>73,250</u>
NET BOOK VALUE			
At 31 March 2022	<u>87,731</u>	<u>13,483</u>	<u>101,214</u>
At 31 March 2021	<u>90,000</u>	<u>408</u>	<u>90,408</u>

15. STOCKS

	2022 £	2021 £
Stocks	<u>500</u>	<u>500</u>

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2022

16. DEBTORS

	2022	2021
	£	£
Amounts falling due within one year:		
Trade debtors	5,637	1,177
Other debtors	36,144	-
Prepayments	7,071	5,187
	<u>48,852</u>	<u>6,364</u>
Amounts falling due after more than one year:		
Other debtors	<u>28,606</u>	<u>-</u>
Aggregate amounts	<u>77,458</u>	<u>6,364</u>

17. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade creditors	9,007	2,061
Social security and other taxes	4,276	4,801
Other creditors	2,166	-
Accrued expenses	19,184	30,777
	<u>34,633</u>	<u>37,639</u>

18. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2022	2021
	£	£
Within one year	1,529	1,529
Between one and five years	1,911	3,440
	<u>3,440</u>	<u>4,969</u>

19. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds	Restricted funds	2022 Total funds	2021 Total funds
	£	£	£	£
Fixed assets	101,214	-	101,214	90,408
Current assets	240,065	122,948	363,013	276,010
Current liabilities	<u>(34,633)</u>	<u>-</u>	<u>(34,633)</u>	<u>(37,639)</u>
	<u>306,646</u>	<u>122,948</u>	<u>429,594</u>	<u>328,779</u>

Voluntary Action Swindon

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

20. MOVEMENT IN FUNDS

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General fund	101,028	(32,427)	45,045	113,646
Property maintenance fund	60,000	-	(25,000)	35,000
Operational reserve fund	130,000	-	3,000	133,000
Property fund	25,000	-	-	25,000
	<u>316,028</u>	<u>(32,427)</u>	<u>23,045</u>	<u>306,646</u>
Restricted funds				
SBC - Sanford House	8,965	32,731	(14,045)	27,651
Sanford House	2,786	-	-	2,786
National Lottery	1,000	(1,000)	-	-
The Veterans Foundation	-	18,850	-	18,850
BSW ICS Capacity Funding	-	7,000	(5,000)	2,000
Mind	-	1,116	-	1,116
Cafe mobility	-	9,795	(4,000)	5,795
Capacity funding	-	64,750	-	64,750
	<u>12,751</u>	<u>133,242</u>	<u>(23,045)</u>	<u>122,948</u>
TOTAL FUNDS	<u>328,779</u>	<u>100,815</u>	<u>-</u>	<u>429,594</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	220,856	(253,283)	(32,427)
Restricted funds			
SBC - Sanford House	155,277	(122,546)	32,731
National Lottery	-	(1,000)	(1,000)
The Veterans Foundation	20,000	(1,150)	18,850
BSW ICS Capacity Funding	9,000	(2,000)	7,000
Mind	1,350	(234)	1,116
Shopmobility	12,250	(12,250)	-
Cafe mobility	12,184	(2,389)	9,795
Capacity funding	87,524	(22,774)	64,750
	<u>297,585</u>	<u>(164,343)</u>	<u>133,242</u>
TOTAL FUNDS	<u>518,441</u>	<u>(417,626)</u>	<u>100,815</u>

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2022

20. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General fund	124,832	14,258	(38,062)	101,028
Property maintenance fund	45,000	-	15,000	60,000
Operational reserve fund	100,000	-	30,000	130,000
Property fund	25,000	-	-	25,000
	<hr/>	<hr/>	<hr/>	<hr/>
	294,832	14,258	6,938	316,028
Restricted funds				
SBC - Sanford House	30,048	(20,134)	(949)	8,965
Sanford House	2,786	-	-	2,786
National Lottery	-	6,989	(5,989)	1,000
	<hr/>	<hr/>	<hr/>	<hr/>
	32,834	(13,145)	(6,938)	12,751
TOTAL FUNDS	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
	327,666	1,113	-	328,779

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	146,420	(132,162)	14,258
Restricted funds			
SBC - Sanford House	132,462	(152,596)	(20,134)
National Lottery	57,250	(50,261)	6,989
Wiltshire Community Foundation	5,000	(5,000)	-
	<hr/>	<hr/>	<hr/>
	194,712	(207,857)	(13,145)
TOTAL FUNDS	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
	341,132	(340,019)	1,113

The charity's restricted funds have the following purposes:

Sanford House - Funds utilised to meet legal expenditure.

SBC - Sanford House - Funds applied to expenditure on project development costs, internal and external costs.

Wiltshire Community Foundation - Covid Food Shopping - Fund established to assist with food deliveries to the vulnerable during the Covid pandemic difficulties.

National Lottery - Funds provided by the National Lottery Fund to provide emergency assistance for loss of income during the pandemic restrictions and a networking grant.

Capacity funding - National Lottery funding to improve and enhance the service provided to charities and community groups

The Veterans Foundation - fund the recruitment and employment of a veteran support worker

BSW ICS Capacity Funding - to provide capacity funding to Swindon VCSE organisations to engage in future ICS/ICA work.

Mind - Time to Talk project funding

Café mobility - Funding to establish outdoor coffee shop and heated seating space adjacent to shopmobility service run

Voluntary Action Swindon

Notes to the Financial Statements - continued for the Year Ended 31 March 2022

20. MOVEMENT IN FUNDS - continued

Shopmobility - to employ a shopmobility supervisor to focus on reducing isolation and improving wellbeing of adults with mobility issues

The charity's designated funds have the following purposes:

Property Maintenance Fund - Fund to provide for any emergency and major repairs and refurbishments as and when required.

Operational Reserve Fund - Funds set aside equivalent to 6 months (ideally 12) of core operating costs of the organisation in accordance with the reserves policy mentioned in the Trustees Report.

Property Fund - Funds set aside to cover costs to identify new premises and pay for surveyors and architects fees should the John Street property be involved in any Town Centre development.

Transfers between funds

£4,000 transferred from Cafe mobility to general fund to represent the purchase of fixed assets from this fund.

£14,045 transferred from Sanford Street to general fund represents the amount per the agreement that can be retained.

21. EMPLOYEE BENEFIT OBLIGATIONS

The charity operates a defined contribution pension scheme. The costs for the period was £6,787 (2021: £6,418). At 31 March 2022 contributions totalling £665 (2021: £618) were outstanding.

22. RELATED PARTY DISCLOSURES

The trustee, J Markey, provides training courses to charities. He received payment of £496 (2021: £31) from Voluntary Action Swindon for this service. This payment does not relate to services as a trustee.

There were no other related party transactions during the year.

23. AGENCY ARRANGEMENTS

Voluntary Action Swindon entered into an agreement with Swindon Borough Council to manage the distribution of the Covid community outbreak funding. Voluntary Action Swindon distributed these funds to other charities in Swindon as an agent for Swindon Borough Council. In the year ended 31 March 2022 the charity received £205,518 and disbursed £205,518 from the fund. there were no undistributed funds at 31 March 2022.

VOLUNTARY ACTION - SWINDON

England & Wales - Charity number 287732

Accounts

REGISTERED COMPANY NUMBER: 01604168 (England and Wales)
REGISTERED CHARITY NUMBER: 287732

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2021
for
Voluntary Action Swindon

Chris Vaughan
Accountants
195 Ermin Street
Swindon
Wiltshire
SN3 4NA

Voluntary Action Swindon

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for the Year Ended 31 March 2021

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Voluntary Action Swindon

Report of the Trustees
for the Year Ended 31 March 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. 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).

The Board is pleased to report that the charity continued to deliver a good quality service to our stakeholders during 2020/21 making the best use of limited funding and resources.

Staff, Volunteers and Trustees worked well together to deliver a challenging and diverse set of objectives and I would like to extend my thanks to everyone for the part they each played in our successful delivery.

OBJECTIVES AND ACTIVITIES

The charity's object and its principal activity continues to be that of promoting any charitable purpose for the benefit of the community in the Borough of Swindon.

As the Council for Voluntary Services in Swindon we achieve this through providing funding and governance advice; training and other support services, being the voice for the Swindon Voluntary sector on several platforms as well as encouraging collaboration within the Voluntary Sector and with statutory service. We also support Swindon Borough Council in delivery of its equality commitments, providing scrutiny and ensuring that the equality voice of the Swindon community has a platform.

Since April 2019 we have also delivered the Swindon Shopmobility Service helping people with mobility issues to continue to access town centre shops and facilities independently.

Voluntary Action Swindon
Report of the Trustees
for the Year Ended 31 March 2021

OBJECTIVES AND ACTIVITIES

Public benefit

Voluntary Action Swindon delivers public benefit indirectly by helping the broad range of charities and other voluntary organisations within the Borough of Swindon. Our range of services help to inform these charities, build their capacity and maximise their resources to deliver their valuable services within the community.

Over the year we have dealt with 105 requests for funding support and pro-actively signposted regular funding opportunities to the sector. We have built positive relationships with the National Lottery and Wiltshire Community Foundation with both organisations joining our Voluntary sector network to provide advice on funding opportunities. We also assisted Swindon Borough Council in signposting local charities involved in the provision of food to help allocate some of the COVID emergency food grant. We also supported local charities with over 100 queries on a wide range of issues including governance, networking and COVID-19 compliance.

We continued to deliver our work to support the equality agenda in Swindon through leading the Swindon Equality Coalition (SEC) which was re-launched in July 2020 with a new core group of 11 people which grew to 23 by October 2020 with additional representation from the LGBTQ+ and BAME communities and Victim Support.

Through effective management of the Sanford House Community Hub, we have been able to encourage collaboration between the eleven charity tenants and use the space for convening and education. Managing a multi tenanted building that is usually open to the public in a COVID secure way during a global pandemic has presented a significant challenge but we feel we have delivered a strong service both to SBC and the tenants, ensuring appropriate Health and Safety and risk management and COVID secure processes and behaviours across the building. During the first national lock down in the early part of 2020, to maximise the opportunity of the building being empty, we were able to bring forward the completion of internal refurbishment and decoration work using the accumulated re-investment fund.

VAS has continued to provide a voice for the Swindon local Voluntary Sector at a variety of key boards and forums.

In terms of our contribution to the Swindon response to COVID-19 we:

- Worked in partnership with the Swindon Borough Council Live Well hub to lead the Compassionate Swindon campaign which recruited volunteers to respond.
- Set up a volunteer shopping scheme for those unable to shop for themselves during lockdown.
- Worked closely with Swindon Borough Council and the Voluntary Sector and Parish Councils on a collaborative Swindon response to COVID-19.
- Developed an alliance of charities involved in the food response and provided signposting to charities and residents on the availability of paid for and free food.
- Established a Voluntary Sector COVID recovery group which brought the sector together and enabled cross communication with the Swindon Borough Council Recovery Groups.
- Took on a leading role for Swindon and Wiltshire in the Voluntary Sector and Communities Emergencies Partnership.
- Supported Shopmobility customers with regular wellbeing calls during period of lockdown and continues to deliver this vital service in a COVID-19 compliant way to enable customers with mobility issues to access essential supplies.
- Established a COVID-19 resource page on our website.

As well as supporting the local Voluntary Sector with funding advice we also experienced a loss in rent, room hire, training, car parking and Shopmobility trading income. We were grateful for the emergency COVID grant support we received from the National Lottery Fund and the Wiltshire Community Foundation which helped to mitigate the impact of this.

With grant funding from the Good Things Foundation, we also established the only Census 2021 support centre in Swindon between March and early May 2021.

It has been a busy and challenging year but one where the experienced and dedicated VAS team has been proud to support Swindon at a time when it has never been more needed.

Voluntary Action Swindon

Report of the Trustees for the Year Ended 31 March 2021

ACHIEVEMENT AND PERFORMANCE

Charitable activities

From its premises at 1 John Street and through its landlord responsibilities for Sanford House Community Hub, Voluntary Action Swindon provides a wide range of services to voluntary and community organisations in the Borough of Swindon. These include:

- Funding and Governance Advice
- Shopmobility Service
- Championing Equality and Diversity in Swindon
- Providing a voice for the Voluntary sector
- Encouraging and supporting collaboration
- Training Courses
- Office space
- Meeting room hire/facilitation of training space
- Support services including DBS check facilitation and a printing and copying service
- Weekly newsletter
- Key information dissemination through our website and other routes

Between April 2020 and March 2021 we :

- Provided funding and governance advice to 105 groups/individuals
- Provided governance and other advice to over 100 groups and individuals
- Offered various online training courses
- Completed over 100 DBS checks for 17 groups
- Delivered Equality and Diversity training to 14 people from 6 organisations
- Launched our regular VAS-Live networking session for the Voluntary Sector
- Supported a more coordinated service for Veterans in Swindon
- Developed a new Trustee Network

Represented the Voluntary Sector at a wide range of meeting and forums:

- X 5 Health and Wellbeing Boards
- X 4 Local Area Outbreak Management Plan development meetings
- X 6 COVID-19 Health and Wellbeing Boards
- X 49 Swindon Borough Council COVID-19 Recovery cell meetings
- X 1 Cabinet Office Task Force COVID-19 review meeting
- X 29 Swindon Borough Council Provider COVID-19 meetings
- X 8 Swindon Borough Council Financial Hardship meetings
- X 3 Swindon Borough Council Winter Grant meetings
- X 11 Swindon Borough Council Community Led Support Project meetings.
- X 26 Bath and North East Somerset, Swindon and Wiltshire Integrated Care System and Professional Leadership Network meetings
- X 33 Towns Fund Board meeting and subgroup meetings
- X 2 Swindon Borough Council Rough Sleeper Collaboration Groups
- Regular My Local Offer Champion Group Meetings
- Regular Heritage Action Zone branding project meetings.
- X 1 Sharing and Learning for Care Homes meeting
- X 2 Swindon Apprenticeship Network Meetings
- South West Apprenticeship Ambassador Network (SWAAN)

We also lead a Swindon Voluntary Sector response to the current Green Paper consultation over proposed changes to the Public Procurement System and developed and led a Community Engagement Panel to support the Swindon 'Towns Fund' bid helping to secure an investment of over £19 million for Swindon Town Centre Development.

We also led on a range of initiatives as part of a Swindon wide response to the COVID-19 pandemic.

FINANCIAL REVIEW

Investment policy and objectives

The investment policy and objectives agreed with the Board is to minimise risk by spreading the investment of reserves to maximise the protection through the Financial Services Compensation Scheme protecting the first £85,000 of any savings. Also, to maximise return whilst ensuring available cash flow to meet liabilities and to be able to respond to emergency building repair issues.

Reserves policy

Operational Reserve

The majority of VAS's income comes from the local authority supplemented by trading income through room hire, car park space rental, training and Shopmobility custom. Should circumstances in the future mean that this income reduces or is impacted, VAS would have to seek new funding sources at a sufficient level to enable it to continue to deliver its charitable aims. The Trustees feel it is necessary to keep a minimum of six months and ideally twelve months operations costs in reserve as well as financial provision to cover any necessary restructuring if necessary. Current reserves for this are held at **£130,000**.

Property Maintenance Fund

The Trustees recognise the age of 1 John Street and its deteriorating infrastructure where the majority of the VAS team and some tenants are based. They feel that it is appropriate to hold some reserve in anticipation of urgent repair on the building (in particular in anticipation of significant repair to or replacement of the flat roof) and the cost of temporary facilities should the repair work render the current office environment uninhabitable during renovation to ensure continuity of service. Current reserves held for this are **£60,000**

New Property Fund

In the longer term, given that 1 John Street is in area earmarked for redevelopment, any sale and purchase of new premises will require legal and surveyor costs and the Trustees have decided to provision **£25,000** for this to ensure continuity of service.

Voluntary Action Swindon

Report of the Trustees for the Year Ended 31 March 2021

FUTURE PLANS

Some of our immediate objectives for the next year include:

- Supporting the Swindon Voluntary Sector to recovery from the impact of the COVID -19 pandemic and adapt to new normal.
- Replacing lost income to VAS as a result of the COVID-19 pandemic.
- Continuing to facilitate collaboration between the Voluntary Sector.
- Ensuring that the Swindon Voluntary Sector is an integrated and equal partner within the new the Bath and North East Somerset, Swindon and Wiltshire Integrated Care System and Swindon Alliance.
- Continuing to support the national Voluntary Sector and Community Emergency Partnership (VCSEP).
- Enhancing our training provision based on identified demand and to grow this revenue stream for VAS.
- Continuing to develop an active Swindon Trustee network.
- Continuing to improve the diversity of the VAS Board of Trustees.
- Continuing to provide advice, training and signposting to the Swindon voluntary sector to help build its capacity.
- Continuing to raise the profile of VAS and our services.
- Continuing to develop the Swindon Equality Coalition to provide a broader and more diverse voice to support equality issues.
- Improving the information and signposting within the My Local Offer web portal or developing an alternative voluntary sector directory that is fit for purpose.
- Representing the local Voluntary Sector to key stakeholders and policy makers, helping to highlight needs in Swindon and being a voice and convenor for the local sector.
- Ensuring ongoing community engagement is a key aspect of the Swindon Towns Fund project.
- Continuing to support the further development/enhancement of services at Sanford House, through improvements to the physical aspects of the building, encouragement of collaborative working and maximise the use of the building as a convening and customer focussed resource.
- Continuing to develop Swindon Shopmobility into a high quality, well known and financially sustainable service.
- Looking for opportunities to build on our experience and increase our remit and impact.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Voluntary Action Swindon is a charitable company, limited by guarantee. The charitable company was established under Memorandum of Association, which sets out the objects and powers of the charitable company and is governed under its Articles of Association.

Recruitment and appointment of new trustees

The focus of the organisation's work is providing advice and general support to voluntary organisations within the Borough of Swindon. The aim is to ensure that the needs of this group are appropriately reflected through the diversity of the trustee body, and to enhance the potential pool of trustees, the charity continually seeks to identify potential new trustees relevant to the nature of its work and to improve the diversity of the Board.

Business, social care and charity skills are well represented on the Board. In an effort to maintain a broad mix, members are requested to provide an outline of their skills and, in the event of particular skills being lost due to retirements these are targeted through recruitment,

Organisational structure

Members support the aims of the organisation and are invited to the Annual General Meeting. Members elect the trustees and these individuals are also company directors. The members of the Board are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting. In the event of the charitable company being wound up, members are required to contribute an amount not exceeding £1.

Voluntary Action Swindon can have a Board of up to 12 members who meet on a regular basis and are responsible for the strategic direction and policy of the charity. At present there are 9 members of the Board from a variety of professional backgrounds relevant to the work of the charity. The CEO also attends Board meetings but has no voting rights.

The Board operates two sub committees, one focussing on Finance and HR issues the other on Facilities Management and Health and Safety. Both committees and the CEO work to an agreed delegation document.

Voluntary Action Swindon

Report of the Trustees
for the Year Ended 31 March 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Induction and training of new trustees

Most potential trustees are already familiar with the practical work of the charity, having been encouraged to join the Trustee Network, which offers advice, information, support and training opportunities.

An induction pack has also been prepared, drawing information from the various Charity Commission publications. This is distributed to all new trustees along with the Memorandum and Articles, and the latest financial statements. As part of a planned Trustee Induction training programme. Training is made available to trustees throughout the year and they are encouraged to attend external events.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

01604168 (England and Wales)

Registered Charity number

287732

Registered office

1 John Street
Swindon
Wiltshire
SN1 1RT

Trustees

A Amos (Chair until 31 March 2021)
D Bell
R Barrett (Chair with effect 1 April 2021)
S Henderson
J Markey
R Thiagarajah
T Ward (resigned 15.10.20)
M A Flay (appointed 17.9.20)
S A Frawley (appointed 17.9.20)
S E Peart (appointed 20.1.21)

Independent Examiner

Chris Vaughan
Accountants
195 Ermin Street
Swindon
Wiltshire
SN3 4NA

Advisers

Bankers
Lloyds TSB Bank PLC
5 High Street
Swindon
Wiltshire

Approved by order of the board of trustees on 14 July 2021 and signed on its behalf by:

R Barrett - Trustee

Independent Examiner's Report to the Trustees of
Voluntary Action Swindon

Independent examiner's report to the trustees of Voluntary Action Swindon ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Institute of Chartered Accountants in England and Wales which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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

Christopher Vaughan
Institute of Chartered Accountants in England and Wales
Chris Vaughan
Accountants
195 Ermin Street
Swindon
Wiltshire
SN3 4NA

21 July 2021

The notes form part of these financial statements

Voluntary Action Swindon

Statement of Financial Activities
for the Year Ended 31 March 2021

	Notes	Unrestricted funds £	Restricted funds £	31.3.21 Total funds £	31.3.20 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		110,746	175,130	285,876	213,930
Other trading activities	2	1,017	-	1,017	5,003
Investment income	3	19,061	18,582	37,643	93,882
Other income		<u>16,595</u>	<u>-</u>	<u>16,595</u>	<u>23,085</u>
Total		147,419	193,712	341,131	335,900
 EXPENDITURE ON					
Charitable activities					
Funding Advice and Support		96,074	201,858	297,932	309,702
Community Support		37,087	5,000	42,087	33,719
Total		<u>133,161</u>	<u>206,858</u>	<u>340,019</u>	<u>343,421</u>
NET INCOME/(EXPENDITURE)		14,258	(13,146)	1,112	(7,521)
Transfers between funds	12	<u>6,938</u>	<u>(6,938)</u>	<u>-</u>	<u>-</u>
Net movement in funds		21,196	(20,084)	1,112	(7,521)
RECONCILIATION OF FUNDS					
Total funds brought forward		294,832	32,834	327,666	335,187
TOTAL FUNDS CARRIED FORWARD		<u>316,028</u>	<u>12,750</u>	<u>328,778</u>	<u>327,666</u>

Voluntary Action Swindon

Balance Sheet
31 March 2021

	Notes	Unrestricted funds £	Restricted funds £	31.3.21 Total funds £	31.3.20 Total funds £
FIXED ASSETS					
Tangible assets	8	90,408	-	90,408	90,818
CURRENT ASSETS					
Stocks	9	500	-	500	500
Debtors	10	6,364	-	6,364	5,880
Cash at bank and in hand		<u>256,394</u>	<u>12,751</u>	<u>269,145</u>	<u>261,550</u>
		263,258	12,751	276,009	267,930
CREDITORS					
Amounts falling due within one year	11	(37,639)	-	(37,639)	(31,082)
NET CURRENT ASSETS					
		<u>225,619</u>	<u>12,751</u>	<u>238,370</u>	<u>236,848</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>316,027</u>	<u>12,751</u>	<u>328,778</u>	<u>327,666</u>
NET ASSETS					
		<u>316,027</u>	<u>12,751</u>	<u>328,778</u>	<u>327,666</u>
FUNDS					
Unrestricted funds	12			316,027	294,832
Restricted funds				<u>12,751</u>	<u>32,834</u>
TOTAL FUNDS					
				<u>328,778</u>	<u>327,666</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 14 July 2021 and were signed on its behalf by:

R Barret – Trustee

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All 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.

Freehold property	- not provided
Fixtures and fittings	- 25% on cost

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

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

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.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

2. OTHER TRADING ACTIVITIES		31.3.21	31.3.20
		£	£
Community print		530	3,044
Training and conference		<u>487</u>	<u>1,959</u>
		<u>1,017</u>	<u>5,003</u>
3. INVESTMENT INCOME		31.3.21	31.3.20
		£	£
Rents received		35,996	91,873
Deposit account interest		<u>1,647</u>	<u>2,009</u>
		<u>37,643</u>	<u>93,882</u>
4. NET INCOME/(EXPENDITURE)			
Net income/(expenditure) is stated after charging/(crediting):			
		31.3.21	31.3.20
		£	£
Depreciation - owned assets	410	410	
5. TRUSTEES' REMUNERATION AND BENEFITS			
There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.			
		31.3.21	31.3.20
		£	£
Trustees' expenses		<u>-</u>	<u>214</u>
6. STAFF COSTS			
The average monthly number of employees during the year was as follows:			
		31.3.21	31.3.20
Administration		1	1
Management		1	1
Support		<u>8</u>	<u>7</u>
		<u>10</u>	<u>9</u>

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

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	101,049	112,881	213,930
Other trading activities	5,003	-	5,003
Investment income	34,727	59,155	93,882
Other income	<u>23,085</u>	<u>-</u>	<u>23,085</u>
Total	163,864	172,036	335,900
 EXPENDITURE ON			
Charitable activities			
Funding Advice and Support	145,962	163,740	309,702
Community Support	33,719	-	33,719
	<u>179,681</u>	<u>163,740</u>	<u>343,421</u>
NET INCOME/(EXPENDITURE)	(15,817)	8,296	(7,521)
Transfers between funds	<u>28,452</u>	<u>(28,452)</u>	<u>-</u>
Net movement in funds	12,635	(20,156)	(7,521)
 RECONCILIATION OF FUNDS			
Total funds brought forward	282,197	52,990	335,187
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS CARRIED FORWARD	<u><u>294,832</u></u>	<u><u>32,834</u></u>	<u><u>327,666</u></u>

8. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Totals £
COST			
At 1 April 2020 and 31 March 2021	<u>113,425</u>	<u>44,939</u>	<u>158,364</u>
 DEPRECIATION			
At 1 April 2020	23,425	44,121	67,546
Charge for year	<u>-</u>	<u>410</u>	<u>410</u>
At 31 March 2021	<u>23,425</u>	<u>44,531</u>	<u>67,956</u>
 NET BOOK VALUE			
At 31 March 2021	<u><u>90,000</u></u>	<u><u>408</u></u>	<u><u>90,408</u></u>
At 31 March 2020	<u><u>90,000</u></u>	<u><u>818</u></u>	<u><u>90,818</u></u>

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

9. STOCKS			31.3.21	31.3.20
			£	£
Stocks			<u>500</u>	<u>500</u>
10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR			31.3.21	31.3.20
			£	£
Trade debtors			1,177	3,812
Prepayments			<u>5,187</u>	<u>2,068</u>
			<u>6,364</u>	<u>5,880</u>
11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR			31.3.21	31.3.20
			£	£
Trade creditors			32,838	8,018
Social security and other taxes			4,801	3,663
Accruals and deferred income			<u>-</u>	<u>19,401</u>
			<u>37,639</u>	<u>31,082</u>
12. MOVEMENT IN FUNDS				
	At 1.4.20	Net movement in funds	Transfers between funds	At 31.3.21
	£	£	£	£
Unrestricted funds				
General fund	124,832	14,257	(38,062)	101,027
Property Maintenance Fund	45,000	-	15,000	60,000
Operational Reserve Fund	100,000	-	30,000	130,000
Property Fund	<u>25,000</u>	<u>-</u>	<u>-</u>	<u>25,000</u>
	294,832	14,257	6,938	316,027
Restricted funds				
SBC - Sanford House	30,048	(20,134)	(949)	8,965
Sanford House	2,786	-	-	2,786
National Lottery	<u>-</u>	<u>6,989</u>	<u>(5,989)</u>	<u>1,000</u>
	<u>32,834</u>	<u>(13,145)</u>	<u>(6,938)</u>	<u>12,751</u>
TOTAL FUNDS	<u>327,666</u>	<u>1,112</u>	<u>-</u>	<u>328,778</u>

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

12. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	147,419	(133,162)	14,257
Restricted funds			
SBC - Sanford House	132,462	(151,596)	(19,134)
Wiltshire Community Foundation	5,000	(5,000)	-
National Lottery	<u>57,250</u>	<u>(50,261)</u>	<u>6,989</u>
	<u>193,712</u>	<u>(206,857)</u>	<u>(13,145)</u>
TOTAL FUNDS	<u><u>341,131</u></u>	<u><u>(340,019)</u></u>	<u><u>1,112</u></u>

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.20 £
Unrestricted funds				
General fund	112,197	(15,817)	28,452	124,832
Property Maintenance Fund	25,000	-	-	25,000
Operational Reserve Fund	100,000	-	-	100,000
Property Fund	<u>45,000</u>	<u>-</u>	<u>-</u>	<u>45,000</u>
	282,197	(15,817)	28,452	294,832
Restricted funds				
SBC - Sanford House	50,204	8,296	(28,452)	30,048
Sanford House	<u>2,786</u>	<u>-</u>	<u>-</u>	<u>2,786</u>
	<u>52,990</u>	<u>8,296</u>	<u>(28,452)</u>	<u>32,834</u>
TOTAL FUNDS	<u><u>335,187</u></u>	<u><u>(7,521)</u></u>	<u><u>-</u></u>	<u><u>327,666</u></u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	163,864	(179,681)	(15,817)
Restricted funds			
SBC - Sanford House	172,036	(163,740)	8,296
TOTAL FUNDS	<u><u>335,900</u></u>	<u><u>(343,421)</u></u>	<u><u>(7,521)</u></u>

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

12. MOVEMENT IN FUNDS - continued

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

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General fund	112,197	(1,560)	(9,610)	101,027
Property Maintenance Fund	25,000	-	35,000	60,000
Operational Reserve Fund	100,000	-	30,000	130,000
Property Fund	<u>45,000</u>	<u>-</u>	<u>(20,000)</u>	<u>25,000</u>
	282,197	(1,560)	35,390	316,027
Restricted funds				
SBC - Sanford House	50,204	(11,838)	(29,401)	8,965
Sanford House	2,786	-	-	2,786
National Lottery	<u>-</u>	<u>6,989</u>	<u>(5,989)</u>	<u>1,000</u>
	<u>52,990</u>	<u>(4,849)</u>	<u>(35,390)</u>	<u>12,751</u>
TOTAL FUNDS	<u><u>335,187</u></u>	<u><u>(6,409)</u></u>	<u><u>-</u></u>	<u><u>328,778</u></u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	311,283	(312,843)	(1,560)
Restricted funds			
SBC - Sanford House	303,498	(315,336)	(11,838)
Wiltshire Community Foundation	5,000	(5,000)	-
National Lottery	<u>57,250</u>	<u>(50,261)</u>	<u>6,989</u>
	<u>365,748</u>	<u>(370,597)</u>	<u>(4,849)</u>
TOTAL FUNDS	<u><u>677,031</u></u>	<u><u>(683,440)</u></u>	<u><u>(6,409)</u></u>

13. RELATED PARTY DISCLOSURES

£31 was paid on behalf of J. Markey, a trustee of the charity in respect of costs for training courses.

Voluntary Action Swindon

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

14. RESTRICTED FUNDS

The charity's restricted funds have the following purposes:

- (i) Sanford House
Funds applied to expenditure on project development costs, internal and external costs.
- (ii) SBC - Sanford House
Funds utilised to meet legal expenditure.
- (iii) Wiltshire Community Foundation - Covid Food Shopping
Fund established to assist with food deliveries to the vulnerable during the Covid pandemic difficulties.
- (iv) National Lottery
Funds provided by the National Lottery Fund to provide emergency assistance for loss of income during the pandemic restrictions and a networking grant.

15. DESIGNATED FUNDS

The charity's designated funds have the following purposes:

- (i) Property Maintenance Fund
Fund to provide for any emergency and major repairs and refurbishments as and when required. Planned roof repairs in 2021/22 costed at £60,000 has been agreed by the Trustees.
- (ii) Operational Reserve Fund
Funds set aside equivalent to 6 months (ideally 12) of core operating costs of the organisation in accordance with the reserves policy mentioned in the Trustees Report.
- (iii) Property Fund
Funds set aside to cover costs to identify new premises and pay for surveyors and architects fees should the John Street property be involved in any Town Centre development.

16. DEPRECIATION

Expenditure on tangible fixed assets amounting to less than £1000 per item is not capitalised.

No depreciation is provided in respect of freehold land as the net book amount is considered to be greater than the residual value.

Voluntary Action Swindon

Detailed Statement of Financial Activities
for the Year Ended 31 March 2021

	31.3.21	31.3.20
	£	£
INCOME AND ENDOWMENTS		
Donations and legacies		
Gifts	(1)	-
Donations	250	6,049
Grants	<u>285,627</u>	<u>207,881</u>
	285,876	213,930
Other trading activities		
Community print	530	3,044
Training and conference	<u>487</u>	<u>1,959</u>
	1,017	5,003
Investment income		
Rents received	35,996	91,873
Deposit account interest	<u>1,647</u>	<u>2,009</u>
	37,643	93,882
Other income		
Other Income	4,695	7,272
Shopmobility	<u>11,900</u>	<u>15,813</u>
	<u>16,595</u>	<u>23,085</u>
Total incoming resources	341,131	335,900
EXPENDITURE		
Charitable activities		
Wages	189,466	176,529
Social security	10,307	9,534
Pensions	6,418	4,339
Community print	1,953	4,454
Project costs	866	-
Training and conference	-	1,309
Shopmobility costs	5,505	5,279
Food delivery project	<u>4,792</u>	<u>-</u>
	219,307	201,444
Support costs		
Management		
Premises costs	99,293	119,614
Insurance	2,561	2,273
Communications	5,626	4,158
General office	4,443	4,777
Carried forward	111,923	130,822

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Voluntary Action Swindon

Detailed Statement of Financial Activities
for the Year Ended 31 March 2021

	31.3.21	31.3.20
	£	£
Management		
Brought forward	111,923	130,822
Sundries	6,808	8,498
Depreciation of tangible and heritage assets	<u>410</u>	<u>410</u>
	119,141	139,730
Finance		
Bank charges	155	32
Governance costs		
Accountancy and legal fees	400	1,017
Trustee meetings and AGM	-	440
Independent examiner's fee	<u>1,016</u>	<u>758</u>
	<u>1,416</u>	<u>2,215</u>
Total resources expended	<u>340,019</u>	<u>343,421</u>
Net income/(expenditure)	<u>1,112</u>	<u>(7,521)</u>

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