

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**

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**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.

**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 Barring 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.

**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 Fawley (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)

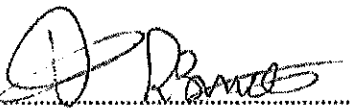
**Independent Examiner**

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 4<sup>th</sup> 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 £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	3	132,495	231,987	364,482	331,159
<b>Charitable activities</b>					
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
<b>Total</b>		<b>204,308</b>	<b>286,889</b>	<b>491,197</b>	<b>471,434</b>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>					
Funding Advice and Sector Support	6	117,171	346,391	463,562	390,930
Direct Community Support		96,062	-	96,062	77,322
<b>Total</b>		<b>213,233</b>	<b>346,391</b>	<b>559,624</b>	<b>468,252</b>
<b>NET INCOME/(EXPENDITURE)</b>					
Transfers between funds	20	(8,925)	(59,502)	(68,427)	3,182
		20,736	(20,736)	-	-
<b>Net movement in funds</b>		<b>11,811</b>	<b>(80,238)</b>	<b>(68,427)</b>	<b>3,182</b>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		325,678	107,098	432,776	429,594
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>337,489</b>	<b>26,860</b>	<b>364,349</b>	<b>432,776</b>

The notes form part of these financial statements

**Voluntary Action Swindon (Registered number: 01604168)**

**Balance Sheet**  
**31 March 2024**

	Notes	2024 £	2023 £
<b>FIXED ASSETS</b>			
Tangible assets	14	88,626	94,920
<b>CURRENT ASSETS</b>			
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>
<b>CREDITORS</b>			
Amounts falling due within one year	17	(189,304)	(147,394)
<b>NET CURRENT ASSETS</b>		<u>275,723</u>	<u>337,856</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>364,349</u>	<u>432,776</u>
<b>NET ASSETS</b>		<u>364,349</u>	<u>432,776</u>
<b>FUNDS</b>	20		
Unrestricted funds		337,490	325,678
Restricted funds		26,859	107,098
<b>TOTAL FUNDS</b>		<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.

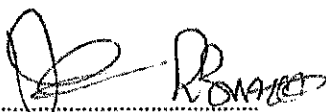
The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- 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 Barrett - 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 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	1	2,928	159,802
Net cash provided by operating activities		2,928	159,802
<b>Cash flows from investing activities</b>			
Interest received		5,749	1,506
Net cash provided by investing activities		5,749	1,506
<b>Change in cash and cash equivalents in the reporting period</b>		8,677	161,308
<b>Cash and cash equivalents at the beginning of the reporting period</b>		446,363	285,055
<b>Cash and cash equivalents at the end of the reporting period</b>		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
<b>Net cash provided by operations</b>	<b>2,928</b>	<b>159,802</b>

**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
	446,363	8,677	455,040
<b>Total</b>	<b>446,363</b>	<b>8,677</b>	<b>455,040</b>

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**

<b>4. INVESTMENT INCOME</b>		2024	2023
		£	£
Deposit account interest		5,749	1,506
		<u>5,749</u>	<u>1,506</u>
<b>5. INCOME FROM CHARITABLE ACTIVITIES</b>		2024	2023
	Activity	£	£
Letting and rental income	Funding Advice and Sector Support	77,737	84,505
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>
<b>6. CHARITABLE ACTIVITIES COSTS</b>			
	Direct Costs (see note 7)	Support costs (see note 8)	Totals
	£	£	£
Funding Advice and Sector Support	286,169	177,393	463,562
Direct Community Support	93,967	2,095	96,062
	<u>380,136</u>	<u>179,488</u>	<u>559,624</u>
<b>7. DIRECT COSTS OF CHARITABLE ACTIVITIES</b>		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>
<b>8. SUPPORT COSTS</b>			
	Management	Finance	Governance costs
	£	£	£
Funding Advice and Sector Support	174,552	710	2,131
Direct Community Support	2,095	-	-
	<u>176,647</u>	<u>710</u>	<u>2,131</u>
<b>9. NET INCOME/(EXPENDITURE)</b>			
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>9,954</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
	<u>340,805</u>	<u>282,554</u>

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

	2024	2023
Administration	1	1
Management	4	4
Support	10	8
	<u>15</u>	<u>13</u>

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 £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	118,751	212,408	331,159
<b>Charitable activities</b>			
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
<b>Total</b>	<u>202,664</u>	<u>268,770</u>	<u>471,434</u>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Funding Advice and Sector Support	149,771	241,159	390,930
Direct Community Support	71,527	5,795	77,322
<b>Total</b>	<u>221,298</u>	<u>246,954</u>	<u>468,252</u>
<b>NET INCOME/(EXPENDITURE)</b>	<b>(18,634)</b>	<b>21,816</b>	<b>3,182</b>
Transfers between funds	37,667	(37,667)	-
<b>Net movement in funds</b>	<u>19,033</u>	<u>(15,851)</u>	<u>3,182</u>

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 £
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	306,646	122,948	429,594
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>325,679</u>	<u>107,097</u>	<u>432,776</u>

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

**15. STOCKS**

	2024 £	2023 £
Stocks	<u>979</u>	<u>1,028</u>

**16. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

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

**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	Transfers between funds	At 31.3.24
	£	In funds	£	£
<b>Unrestricted funds</b>				
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>
<b>Restricted funds</b>				
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>
<b>TOTAL FUNDS</b>	<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 £
<b>Unrestricted funds</b>			
General fund	204,308	(213,232)	(8,924)
<b>Restricted funds</b>			
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>
<b>TOTAL FUNDS</b>	<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 £
<b>Unrestricted funds</b>				
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>
<b>Restricted funds</b>				
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>
<b>TOTAL FUNDS</b>	<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 £
<b>Unrestricted funds</b>			
General fund	202,664	(221,299)	(18,635)
<b>Restricted funds</b>			
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>
<b>TOTAL FUNDS</b>	<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**

£6,866.56 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.