

# **Solihull Action through Advocacy**

**Annual Report and Financial Statements**

**2013-14**



**making change happen**

MONDAY



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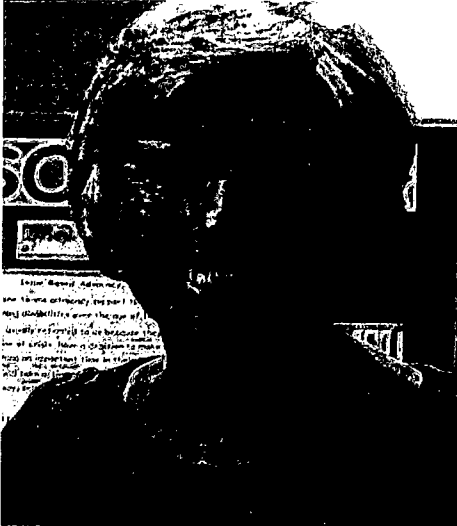
15/12/2014

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COMPANIES HOUSE

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## A Message from our Chair

This year was probably the most challenging that SATa has been through in its 20+ year history. Faced with funding cuts and a lack of available resources, redundancies loomed on the horizon. However with a great staff team, volunteers and dedicated management we turned the corner and are now stronger, wiser and even more determined. I think it helped us to get through the difficult times because of our overriding belief that Independent advocacy is essential if people with learning disabilities are to have the opportunity to make their voice heard. So often the conditions of their disability, or the circumstances of their life, make it difficult or impossible for them to do that on their own.

We now face a brighter future and have secured a new grant from the National Lottery for another three year advocacy project and some new funding from Children in Need to help us in our work with young people.

We continue to deliver our work funded by Solihull MBC and look forward to having access to the Commissioning Prospectus for the continuum of Information and Advice activity in Solihull, so that we have the opportunity to secure our funding for a few more years. Whilst we have no intention of becoming an advice organisation, it would be our aim to tender for Advocacy work so that we can support the aspirations of people with learning disabilities to live fulfilled lives and have influence and value within their community.

We could not have achieved any of our milestones over the past year without such a hard working and dedicated staff team, many of whom have been with us for several years now. To all of them I would like to pass on our sincere thanks.

This past year a lot of energy has gone into building a stronger management Board that is fit for purpose, with the ability to face the challenges and changes that are ahead of us. For that I would like to thank our volunteer Trustees and the efforts that they have put in. As a Board we make a promise to our staff, our clients and our funders that we will do our part to continue to build a strong and effective Advocacy service across Solihull.

We now look forward to the coming year and welcoming new staff members to join our team. We have exciting new projects to work on as well as delivering our key advocacy activity and we aim to be the best at what we do for the Citizens of Solihull.

Janet Badger

**Chair – Solihull Action through Advocacy**

# Charity Information

## Trustees

Janet Badger – Chair  
Susan Randall – Vice Chair  
Mugsood Begum – Treasurer  
Jane Williams  
Christ Brodest  
Kay Donaghy  
Liz Goddard – resigned  
September 2013  
Paul Wilkinson – resigned  
March 2014  
Bridget Sproston – resigned  
March 2014

## Company Secretary and Chief Executive

Debbie Powell

## Charity Number

1146073

## Company Number

7945421

## Registered Office

Bank House  
157 Warwick Road  
Olton  
Solihull  
B92 7AR

## Independent Examiner

Gary Peter Brookes  
130 Wombourne Park  
Wolverhampton  
WV5 0LY

## Bankers

CAF Bank Ltd.  
25 Kings Hill Avenue  
Kings Hill  
West Malling

# Structure, Governance and Management

## Governing Document

Solihull Action through Advocacy is a charitable company limited by guarantee, incorporated on 10<sup>th</sup> February 2012 and registered as a charity on 23<sup>rd</sup> February 2012. This newly established charitable company succeeded the original organisation which was first registered with the charity commission on 9<sup>th</sup> August 1995 as Citizen Advocacy Solihull; changing its name to Solihull Action through Advocacy on 17<sup>th</sup> September 2009.

## Trustees

The Board of Trustees have the responsibility of managing the business of the charitable company. For the purposes of charity law the trustees of the charity are also directors of the company. Under the requirements of the Memorandum and Articles of Association there must be at least three trustees holding office. The term of office of a trustee continues until they retire or are removed in accordance with the relevant provisions of the articles. All trustees give their time voluntarily and received no benefits from the charity. Any expenses reclaimed from the charity are set out in the accounts. Trustee vacancies are advertised locally and regionally. Trustees are appointed for their skills and expertise. All new trustees undergo an induction process, including spending time with staff and service users and receiving a trustee pack with the relevant information about the organisation.

## Objectives

The Charity's objectives as set out in the Memorandum and Articles of Association are:

- to promote social inclusion and to prevent people from becoming socially excluded.
- to assist people to obtain full rights and privileges as citizens and integrate into society.
- to achieve these objectives particularly, but not exclusively, through the provision of independent advocacy support.

'Socially excluded' means being excluded from society, or parts of society, as a result of one or more of the following factors: age, disability, impairment, poor educational or skills attainment, relationship and family breakdown and asylum seekers.

## Activities

Solihull Action through Advocacy achieves its objectives through the provision of free independent advocacy. This can take place in a number of forms:

- One to one issue based advocacy
- Volunteer citizen advocacy partnerships
- Development of self-advocacy skills
- Service user engagement and consultation
- Representation of service user views

## Employees

Day to day responsibility for management of the organisation is delegated by the trustees to the Chief Executive, who is supported in their role by the Advocacy Manager. As of the end of March 2014, Solihull Action through Advocacy employed 10 members of staff whereby 40% of whom had disabilities.

# Our Vision, Mission and Values

## Our Mission

Many individuals struggle to be heard and access their full range of opportunities; through providing a free advocacy service we offer a supportive voice to those at risk of exclusion in society.

Individuals with learning disabilities are overlooked due to physical or emotional barriers, injustices and negative attitudes towards their personal circumstances. This marginalization affects the individual's self-confidence and belief; we make it our mission to aid in their development and quality of life.

## Our Vision

Solihull Action through Advocacy visualizes an inclusive society whereby individuals with learning disabilities are respected and listened to. We ensure that excluded individuals have the opportunity to be involved within their community and have their voices heard during important decision processes. Aiding vulnerable people through challenging life situations enables individuals to believe in themselves and positively develop.

**We empower those who experience  
discrimination, disadvantage or isolation to  
speak up for themselves or with an advocate.**



## Our Values

### Person

### Centred

People are the masters of their own lives; we believe that each individual should be the leader of any decisions made. The advocate's role is to aid in decision processes and offer support when required.

### Inclusive

We believe that communities are most benefitted when all active members are contributing. As a service-led organisation we strive to provide employment and voluntary opportunities to all users.

### Honest

We believe that individuals should be provided with truthful information in order to make informed decisions about their lives.

### Enabling

Through creativity, various forms are used to ensure that each individual has access to information to develop the required skills for their personal aspirations.

### Proactive

Safeguarding vulnerable people is highly important to us and we use our advocacy projects to avoid the development of crisis.

**We believe everyone has the right to be respected, valued and heard.**

# Achievements in 2013-14

## Advo-Acts Drama Group

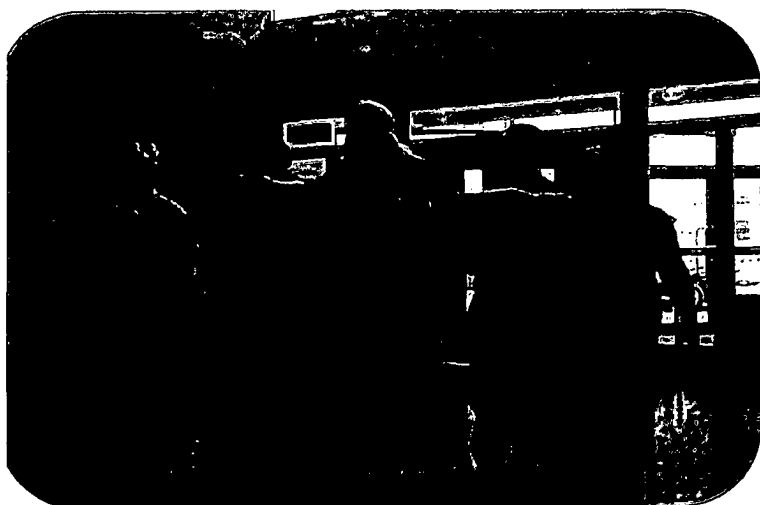
This increasingly popular service has continued to run on a weekly basis and enables individuals to express themselves creatively, be active and socialize with others of similar interests. The drama work is developed to increase the awareness of difficulties people with learning disabilities experience in the community. Several performances have been successfully performed including three alongside the Adult Safeguarding Board to aid their training days.

## Self-Advocacy Workshops

Self-Advocacy workshops have been developed with the two local special educational needs schools Reynolds Cross and Merstone School. The workshops developed forums which enabled the service users to express their personal and service-led wishes for the future. The service users' experienced personal growth and developed their confidence in all aspects of their lives.

## Steering Group

The steering group continues to run regularly which enables the service users' needs and interests to be heard and transferred to the management and committee teams.



## Financial Workshops

The 'Money Saving Expert' funded a number of highly successful workshops which focused on improving the knowledge individuals with learning disabilities have in terms of finances. The workshops included how to manage finances effectively; the dangers with money and benefits which individuals with learning disabilities may be entitled to.

**“I understand money and benefits better.”**

**“Very helpful, lots of information. Thank you to everyone, I enjoyed the workshops!”**

**“I liked coming here today.”**

## Changing Lives

This service user led group continues to grow in numbers and run regularly. Confidence levels have grown for each member of the group through socialising and being listened to. The increase in confidence has led to a number of individuals taking on new roles within the group with increasing responsibility.

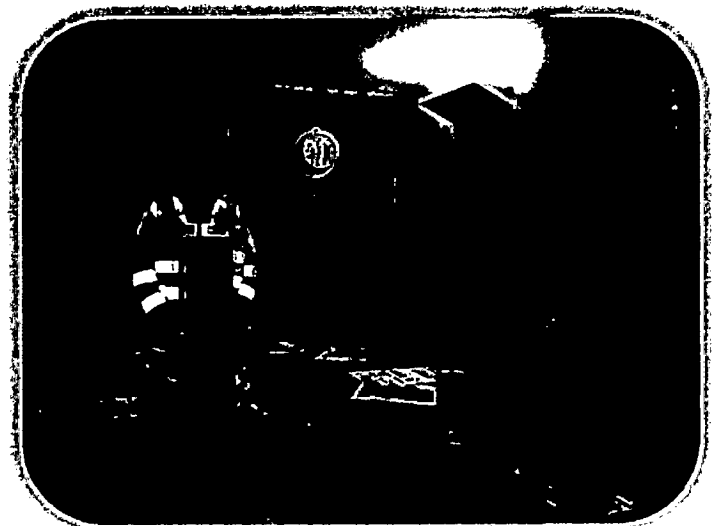
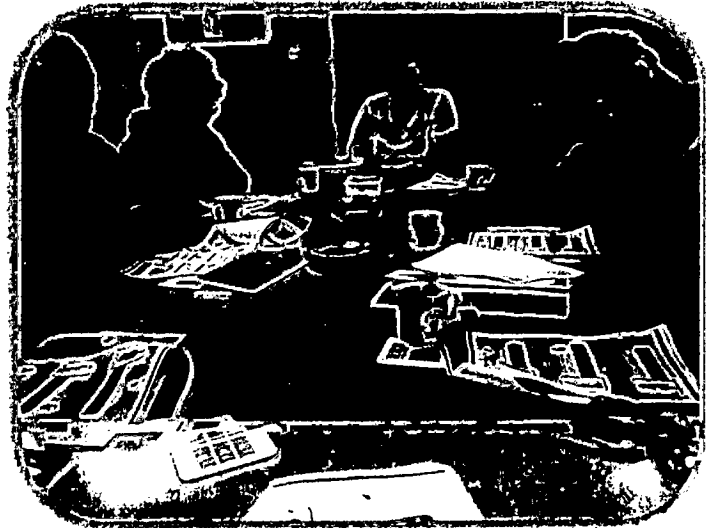
## University Students

Five university students have become part of Solihull Action through Advocacy over the past year for varying amounts of time. The students have used their range of skills to complete successful work experience to enlighten their future career paths and gain valuable, genuine experience in their

## Safety in the Community

'Safety in the Community' courses have been run on a weekly basis to increase the knowledge individuals with learning disabilities have surrounding first aid; money; transport and fire. Through increasing the knowledge of these topics, the service users gained confidence in the areas of life covered throughout the workshops.

'Living Safely in My Community' workshops were held which further increased the confidence of individuals with learning disabilities. The workshops gave the service users opportunity to be able to speak for themselves in a group setting and also to the wider community. Six different workshops concentrating on how to stay safe in the home and the community were facilitated and over the course of the project, a total of 16 people directly benefitted from the workshops. The service users have become empowered by the workshops to make their own decisions about how to stay safe.



## **Parent's Advocacy**

The parent's advocacy service focuses on helping parent's with learning disabilities understand the requirements through difficult situations. The service is focused around children being taken into care for various reasons. Furthermore, the service acts as practical and emotional support for the individuals in need who often feel confused and isolates throughout the complex processes. A step-by step through the child protection acts has been created to provide accessible information for the service users. The step-by-step guide aims to create understanding of what each step means for the parent and their child.

## **A Happy Ending Case Study**

18 year old Miss S lived with her partner in a council flat north of the borough. On a routine visit, the health visitor found a bite mark on their baby's arm. Both parents denied any knowledge of how it got there and the baby was removed into the care of Miss S's older sister who lives in Wales. As a child, Miss S had been diagnosed with mild autism. The social workers intended to carry out a parenting assessment but that meant Miss S travelling to Wales three days of every week. With advocacy support she was offered a residential assessment with her baby; during the assessment it became evident to Miss S and to others that her partner was the most likely perpetrator of the bite mark. The relationship came to a close. Miss S had a successful assessment with regular advocacy at meetings. After living in a residential placement for nine months she returned home to her dad's home. Advocacy assisted her to find independent council accommodation when she was ready to leave her father's house. Advocacy assisted her in court to ensure that the baby's father could only see his son in supervised contact. The baby came off the Child Protection Plan and is now under a Supervision Order which will cease after one year. Advocacy has helped Miss S to regain her confidence and joy in life after a very challenging time.

# A Volunteer's Story

"I have been a volunteer with Solihull Action through Advocacy for almost 3 years. Previously I had taught in a primary school and was a bit concerned that I might be a bit bored in my retirement. Not a chance! Solihull Action through Advocacy continually come up with new projects to involve me in helping them in their work. I have worked in different drama groups where I have seen a growth in confidence in the clients who now relish the idea of performing and telling their stories and difficulties to an outside audience. I am involved with the 'Changing Lives' programme where the clients are given the opportunity to get involved in important issues that affect their lives. I also visit Dasset House to befriend some of the residents there. Volunteering is a great opportunity to share in other walks of life. The people I volunteer with are so committed and dedicated to their work that it has been a real pleasure for me to be able to be part of their group."



# Plans for 2014-15

## Activities

Our funding success in 2013/14 means we have plenty of new and continuing activities to focus on in the coming year.

We will be launching our new BIG Lottery funded ACE Advocacy Project in July 2014, which will focus on the social disadvantages people with learning disabilities face that prevent them from living the lives they would choose. This is an exciting and ambitious 3 year project, which will combine advocacy for individuals and groups with community outreach, challenging preconceptions and discrimination.

Thanks to funding from Children in Need we will be working with young people with learning disabilities age 14 – 18 who are making the transition from children's to adult services. In addition to providing 1:1 support we will be facilitating self-advocacy skills development workshops throughout the year to enable young people to develop the skills they need to speak up for the things that matter to them.

Following a competitive tender process we have been awarded the contract to provide Independent Mental Capacity Advocacy (IMCA) Services in Solihull. IMCA is a statutory service for people who have been assessed as lacking the capacity to make decisions in particular circumstances. IMCA's ensure that the views of the person are given due regard and that all available steps have been taken to consult with them. This service will begin in April 2014.

Although we are very excited to be starting new projects our core work of speaking up for people with learning disabilities and supporting them to make a positive contribution to their community continues.

## People

In the coming year our staff team will need to grow to meet the demands of the new work streams and projects. We are very proud of our staff team and the shared values and positive working environment that we have. We look forward to introducing new people to the team.

We are very conscious that good advocacy practice requires good partnerships, whilst retaining independence. We will continue to develop the positive partnerships we have with other voluntary sector organisations, and the local authority, looking to increase opportunities for more formal partnerships where these are appropriate and supportive of our core values.

## Funding

In 2012/13 we employed a strategy of focusing on short term project funding for the coming year in addition to developing and securing funding for longer term projects to commence in 2014. The success of this strategy means that we are now able to focus on achieving greater stability through diversification of our funding streams. We will test a number of opportunities over the coming year to inform a robust business plan that will take us forward over the next three to five years.

Local authority service reviews, planned for 2014 will provide an opportunity to reorganise our core service delivery to ensure it accurately reflects both value for money and social value.



## **Financial Review**

### **Overview**

The statement of Financial activities shows an income of £301,367 (2013 £313,764) and expenditure of £301,108 (2013 £334,688) resulting in a small surplus of £259 (2013 was a deficit of £20,924). The unrestricted funds now stand at £23,462.

### **Reserves Policy**

The Management Committee of Trustees is working towards a reserve of £25,000 which it considers will be sufficient to cover potential short-term changes in funding strategies and winding up costs if necessary.

### **Trustees' responsibilities**

#### **Risk management**

The securing of sustainable funding continues to be the main area of risk at the current time. To address this issue we have a substantial funding programme in place that is monitored regularly by Trustees.

The other major risk identified is the safeguarding and protection of the client group we work with which is covered by scrupulous verification of references and CRB checks for all staff members and volunteers working within the organisation.

We ensure that we have suitable insurance cover in place to mediate against any unforeseen accidents and incidents and regularly review policies and procedures to ensure we are doing all we can to address health and safety issues.

**Solihull Action through Advocacy**  
**Directors report for the year ended 31 March 2014**

## **Statement of responsibilities**

The trustees are required under the constitution of the charity to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of its results for that period. In preparing those financial statements the trustees are required to:

- (a) select suitable accounting policies and apply them consistently
- (b) make judgments and estimates that are reasonable and prudent
- (c) prepare the financial statements on a going concern basis unless it is inappropriate to assume that the charity will continue in business.

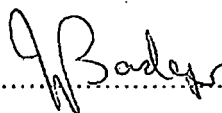
The trustees are responsible for the keeping of proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for the safeguarding of the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## **Approval**

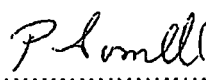
This report was approved by the trustees on 10TH DECEMBER 2014

..... and signed on their behalf

**Trustee**

.....  MRS JANET BADGER

**Trustee**

.....  MR PETER CORNELL

**Solihull Action through Advocacy**  
**Directors report for the year ended 31 March 2014**

**Independent examiner's report to the trustees of the charitable company**  
**Solihull Action through Advocacy**

I report on the accounts for the year ended 31 March 2014 set out on the following pages

**Respective responsibilities of trustees and examiner**

The trustees ( who are also directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- (1) Examine the accounts under section 145 of the 2011 Act;
- (2) To follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act, and
- (3) To state whether particular matters have come to my attention.

**Basis of independent examiners report**

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

**Independent Examiner's Statement**

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


(a) which gives me reasonable cause to believe that in any material respect the requirements :

(i) to keep accounting records in accordance with section 386 of the Companies Act 2006; and

(ii) to prepare accounts which accord with the accounting records comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met: or

(b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name  
Relevant Professional Qualifications  
Address

  
Gary Peter Brookes  
FCA FCIE BSc  
130 Wombourne Park  
Wolverhampton  
South Staffs WV5 0LY

Date :

12 / 12

2014

**Solihull Action through Advocacy**  
**Directors report for the year ended 31 March 2014**

**Statement of Financial Activities**

for the year ended 31 March 2014

		2014		2013	
		Unrestricted funds	Restricted funds	Total	Total
	Notes	£	£	£	£
<b>Incoming resources</b>					
<b>Incoming resources from generated funds</b>					
Fundraising		1,505	-	1,505	1,952
Investment income		65	-	65	81
Voluntary income	2	2,659	-	2,659	8,537
<b>Incoming resources from charitable activities</b>	2	30,445	266,693	297,138	303,194
<b>Total incoming resources</b>		<u>34,674</u>	<u>266,693</u>	<u>301,367</u>	<u>313,764</u>
<b>Resources expended</b>					
<b>Costs of Generating Funds</b>					
Charitable activities	3	31,143	268,403	299,546	333,181
Governance costs		1,562	-	1,562	1,507
<b>Total resources expended</b>		<u>32,705</u>	<u>268,403</u>	<u>301,108</u>	<u>334,688</u>
<b>Net incoming/(outgoing) resources</b>		<u>1,969</u>	<u>(1,710)</u>	<u>259</u>	<u>(20,924)</u>
<b>Net movement in funds</b>		<u>1,969</u>	<u>(1,710)</u>	<u>259</u>	<u>(20,924)</u>
<b>Total funds brought forward</b>		21,493	11,260	32,753	53,677
<b>Total funds carried forward</b>		<u>23,462</u>	<u>9,550</u>	<u>33,012</u>	<u>32,753</u>

There were no recognised gains or losses for 2014 other than those included in the Financial Activities

**Solihull Action through Advocacy**  
**Directors report for the year ended 31 March 2014**

**Solihull Action through Advocacy**

**Balance Sheet**

As at 31 March 2014

	Notes	2014 Unrestricted funds £	2014 Restricted funds £	2014 Total this year £	2013 Total this year £
<b>Fixed assets</b>					
Tangible assets	7	167	-	167	251
<b>Current assets</b>					
Debtors	8	9,344	-	9,344	22,636
Cash at bank and in hand		33,763		33,763	46,070
<b>Total current assets</b>		<b>43,107</b>	<b>-</b>	<b>43,107</b>	<b>68,706</b>
<b>Creditors: amounts falling due within one year</b>	9	10,262	-	10,262	36,204
<b>Net current assets/(liabilities)</b>		<b>32,845</b>	<b>-</b>	<b>32,845</b>	<b>32,502</b>
<b>Net assets</b>		<b>33,012</b>	<b>-</b>	<b>33,012</b>	<b>32,753</b>
<b>Funds of the Charity</b>					
Unrestricted funds		23,462	-	23,462	21,493
Restricted funds	10	-	9,550	9,550	11,260
<b>Total funds</b>		<b>23,462</b>	<b>9,550</b>	<b>33,012</b>	<b>32,753</b>

The directors have taken advantage of the Companies Act 2006 in not having these accounts audited under Section 477 (1). No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476.

The Directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with s386 and s387 of the Companies Act 2006 and for preparing accounts which give a true and fair view of the state of affairs of the company as at 31 March 2014 and of its profit for the year then ended in accordance with the requirements of s396 and which comply with the requirements of the Act relating to the accounts so far as applicable to the company.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

Janet Badger

Chair

Mugsood Begum

Treasurer

ON BEHALF OF

P Bonelli (Director)

Date of approval .....

10th DECEMBER 2014

# Solihull Action through Advocacy

## Directors report for the year ended 31 March 2014

### Solihull Action through Advocacy

#### Notes to the accounts

for the year ended 31 March 2014

#### 1. Accounting Policies

##### (a) Basis of Accounts Preparation

The financial statements are prepared under the Historic Cost Convention and in accordance with Accounting and Reporting by Charities - Statement of Recommended Practice (SORP 2005) and Accounting Standards and the Charities Act 2011

#### INCOMING RESOURCES

<b>Recognition of resources</b>	These are included in the Statement of Financial Activities (SoFA) when: <ul style="list-style-type: none"> <li>the charity becomes entitled to the resources;</li> <li>the trustees are virtually certain they will receive the resources; and</li> <li>the monetary value can be measured with sufficient reliability.</li> </ul>
<b>Incoming resources with related expenditure</b>	Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.
<b>Grants and donations</b>	Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.
<b>Tax reclaims on donations and gifts</b>	Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.
<b>Contractual income and performance</b>	This is only included in the SoFA once the related goods or services have been delivered.
<b>Gifts in kind</b>	Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised. Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity. Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.
<b>Donated services and facilities</b>	These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.
<b>Volunteer help</b>	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.
<b>Investment income</b>	This is included in the accounts when receivable.

#### EXPENDITURE AND LIABILITIES

<b>Liability recognition</b>	Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.
<b>Governance costs</b>	Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.
<b>Grants with performance conditions</b>	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.
<b>Grants payable without performance conditions</b>	These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.
<b>Support Costs</b>	Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

**Solihull Action through Advocacy**  
**Directors report for the year ended 31 March 2014**

**Solihull Action through Advocacy**

**Notes to the accounts**

for the year ended 31 March 2014

**ASSETS**

**Tangible fixed assets for use by charity** These are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or a reasonable value on receipt.

**Note 2 Analysis of incoming resources**

	2014 £	2013 £
<b>Analysis</b>		
<b>Voluntary income</b>		
Donation Solihull Lions	-	1,600
Other Donations and Gift Aid	2,659	2,811
Bequest	-	4,126
<b>Total</b>	<u>2,659</u>	<u>8,537</u>
<b>Activities for generating funds</b>		
Fundraising income	1,505	1,952
<b>Total</b>	<u>1,505</u>	<u>1,952</u>
<b>Investment income</b>		
Bank Interest	65	81
<b>Total</b>	<u>65</u>	<u>81</u>
<b>Incoming resources from charitable activities</b>		
Solihull MBC	210,298	181,138
Big Lottery Reaching Communities(Note 2a)	13,074	81,556
Solihull Partnership board for people with learning disabilities	11,962	-
Heart of England Comic Relief and Community Fund	7,319	-
The Sheldon Trust	5,000	10,000
MSE Charity	4,455	-
The Trusthouse Charitable Fund	4,262	-
The Eveson Charitable Trust	4,000	-
Community Development Foundation	2,158	-
Co-op Community Fund	2,000	-
Make a Better Life Trust	1,665	-
Lloyds TSB	-	13,800
Awards for All	-	7,065
Small Grants	-	1,758
Health Champions - Grapevine	-	1,000
The Grimmit Trust	-	1,000
Other small grants	500	-
Student placements	6,600	980
Other invoiced income	23,845	4,897
<b>Total</b>	<u>297,138</u>	<u>303,194</u>
<b>Grand Total</b>	301,367	313,764
<b>Note 2a Big Lottery Reaching Communities</b>		
Amounts received	-	81162
add: deferred from earlier period	13,074	13468
less: deferred to later period	-	-13074
	<u>13,074</u>	<u>81,556</u>

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**Note 3 Analysis of resources expended**

		<b>2014</b>	<b>2013</b>
		<b>£</b>	<b>£</b>
<b>Charitable activities</b>	Salaries & Employers NI	226,666	256,307
	Travelling costs	7,221	8,751
	Training	1,305	713
	Volunteers & students expenses	1,478	1,637
	Sessional Workers	2,919	1,939
	Client Activities	20,850	16,195
	Rent and premises costs	27,183	28,573
	Office Removal and set up costs	-	5,016
	Office equipment	1,286	2,644
	Communication costs	3,980	4,891
	Recruitment costs	5	196
	Printing & Stationery	3,690	2,902
	Insurance	1,863	1,874
	Resources and subscriptions	65	463
	Payroll costs	748	766
	Depreciation	84	251
	Miscellaneous costs	203	57
	Bank Charges	-	6
	<b>Total</b>	<b>299,546</b>	<b>333,181</b>
<b>Governance costs</b>	Statutory Accounts prep and Independent examination	1,250	1,310
	Miscellaneous Governance Costs	312	197
	<b>Total</b>	<b>1,562</b>	<b>1,507</b>

**Note 4 Trustee Expenses**

Trustees were reimbursed travel expenses of £144 (2013 £82)

**Note 5 Net incoming resources for the year**

	<b>2014</b>	<b>2013</b>
	<b>£</b>	<b>£</b>
This is stated after charging:		
Independent examiner's fees	1,250	1,310
Depreciation	84	251



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for the year ended 31 March 2014

	2014 £	2013 £
<b>Note 6 Salaries and employment</b>		
Gross wages, salaries and benefits in kind	200,853	223,912
Employer's National Insurance costs	16,801	19,726
Pension Costs	7,270	8,852
Redundancy Costs	1,742	3,817
<b>Total staff costs</b>	<u>226,666</u>	<u>256,307</u>
	<b>Number</b>	<b>Number</b>
Average number of full time equivalent employees in the year		
Charitable Activities	8	8
Other	1	1

The number of employees earning over £60,000 per annum was nil ( 2013 - nil )

**Note 7 Tangible fixed assets**

**Cost**

	Computers and Office Equipment £	Fixtures, fittings and equipment £	Total 2014 £
Cost brought forward	6,598	1,806	8,404
Additions	-	-	-
Balance carried forward	<u>6,598</u>	<u>1,806</u>	<u>8,404</u>
<b>Accumulated depreciation</b>			
<b>Basis</b>	33.33% RV	33.33%SL	
	£	£	£
Accumulated Depreciation brought forward	6,347	1,806	8,153
Depreciation charge for year	84	-	84
Balance carried forward	<u>6,431</u>	<u>1,806</u>	<u>8,237</u>
<b>Net book value</b>			
Brought forward	251	-	251
Carried forward	<u>167</u>	<u>-</u>	<u>167</u>

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**Note 8 Debtors and prepayments**

**Analysis of debtors**

**Amounts falling due within  
one year**

	<b>2014</b>	<b>2013</b>
	<b>£</b>	<b>£</b>
Trade debtors	2,342	15,231
Other debtors	1,717	2,086
Prepayments and accrued income	5,285	5,319
<b>Total</b>	<u>9,344</u>	<u>22,636</u>

**Note 9 Creditors and accruals**

**Analysis of creditors**

**Amounts falling due within  
one year**

	<b>2014</b>	<b>2013</b>
	<b>£</b>	<b>£</b>
Trade creditors	3,706	1,896
HMRC	4,171	4,943
Other creditors	1,135	3,079
Grants received in advance	-	25,036
Accruals	1,250	1,250
<b>Total</b>	<u>10,262</u>	<u>36,204</u>

Note (9a)

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**Note 10 Movements of Restricted Funds**

<b>Fund names</b>	<b>Fund balances brought forward £</b>	<b>Incoming resources £</b>	<b>Outgoing resources £</b>	<b>Fund balances carried forward £</b>
Solihull MBC	-	210,298	210,298	-
Big Lottery Reaching Communities(Note 2a)		13,074	13,074	
Solihull Partnership board for people with learning	-	11,962	11,962	-
Heart of England Comic Relief and Community Fund	-	7,319	2,519	4,800
The Sheldon Trust	-	5,000	1,250	3,750
Money Savings Expert Charity	-	4,455	4,455	-
The Trusthouse Charitable Fund	-	4,262	3,262	1,000
The Eveson Charitable Trust	-	4,000	4,000	-
Community Development Foundation	-	2,158	2,158	-
Co-op Community Fund	-	2,000	2,000	-
Make a Better Life Trust	-	1,665	1,665	-
Other small Trusts	-	500	500	-
SMBC LDDF Film Club	672	-	672	-
Big Lottery Reaching Communities Project	5,283	-	5,283	-
Awards for All	5,305	-	5,305	-
<b>Total Funds</b>	<b>11,260</b>	<b>266,693</b>	<b>268,403</b>	<b>9,550</b>

**Note 11 Operating Leases**

£467.74 per quarter is being paid for five years for the photocopier  
There are 6 payments left