

US in a BUS

(A company limited by guarantee)

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2019

Charity Registration Number: 1088570

Company Number 04207000



Crilly and Co
Wyvern House
1 Church Road
Great Bookham
Surrey
KT23 3PD

US in a BUS

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AND FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 31ST MARCH 2019

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US in a BUS

LEGAL AND ADMINISTRATIVE INFORMATION

FOR THE YEAR ENDED 31ST MARCH 2019

**DIRECTORS, TRUSTEES
AND COUNCIL MEMBERS**

Douglas Bennett	Chairperson
Francesca Arocas	appointed 13/11/2018
	resigned 04/06/2019
Eleri Booth	
Jen Fookes	resigned 19/07/2018
Julia Hancock	
Kenneth McRae	

SECRETARY

Colin Medway

CHIEF EXECUTIVE

Victoria Goody

TREASURER

Colin Medway

**REGISTERED OFFICE
AND OPERATIONAL ADDRESS**

North Block
Redhill Aerodrome
Kings Mill Lane
Redhill
Surrey
RH1 5JY

REPORTING ACCOUNTANT

Crilly and Co
Wyvern House
1 Church Road
Great Bookham
Surrey
KT23 3PD

BANKERS

CAFBANK Limited
Kings Hill
West Malling
Kent
ME19 4TA

US in a BUS

TRUSTEES' REPORT

FOR THE YEAR ENDED 31st MARCH 2019

The trustees present their report and the financial statements for the period ended 31st March 2019.

STATUS

The charity is a charitable company limited by guarantee, governed by its Memorandum and Articles of Association. The company was incorporated on 27th April 2001 and registered as a charity on 1st October 2001. The company took over the assets and liabilities of Us in a Bus, an unincorporated charity, on 1st October 2001 and commenced activities from that date.

BOARD OF TRUSTEES

Chairperson's Report

The Trustees have been very active during 2018-2019, continuing to focus on developing good governance within the Board, implementing the outputs of the project we undertook with the kind help of the Cranfield Trust. We continue to search for new Trustees, to add to our skill set and develop our range of capabilities.

We were sorry to lose Jen Fookes from the Trustee Board, although she continues to support Us in a Bus as a parent advisor, and we welcomed Cesca Arocas who joined us as a trustee in late 2018, bringing experience from a school context.

2019 saw a relatively consistent year regarding team member numbers. The re-shape of some of the management team responsibilities including the internal promotion of Anne Laney as Practice Manager, this continues to show dividends in new projects and ideas.

The Trustees and Management Team continue to note the prevailing pressures around fundraising, whilst actively managing this within the Risk Register and making investments where needed, which included investing in databases to support our targeted approach. 2018- 2019 was the hardest year for some time for fundraising – as many funders tighten their criteria and application processes. Our target for fundraising was only narrowly missed, and this was predominantly due to the hard work of the team and regular multi-year large contributions/ donations. We hope that our investments will pay dividends in future years.

Trustees lend our support through our professional skills, networks. This year has been challenging for the Trustees to provide the support required by the business with the number of trustees, this has caused a shortage on occasion at the Trustee meetings, and it is important that we redouble our efforts to put in place more trustees as soon as it is possible.

We enjoyed continued support from Gemserv, which included the donation of laptops and the introduction to Adam Pearson who is now a Patron of Us in a Bus. As such a visible champion of people with disabilities, we're delighted to have him on the team.

Douglas Bennett
Chairperson

US in a BUS

TRUSTEES' REPORT

FOR THE YEAR ENDED 31st MARCH 2019

AIMS AND OBJECTIVES

This charity's purposes as set out in the objects contained in the company's memorandum of association are:

- (i) To relieve people who have severe learning and/or multiple disabilities by providing or assisting in the provision of leisure time activities for such persons with the object of improving their condition of life
- (ii) To advance public education concerning the needs of such people who have severe learning and/or multiple disabilities

PUBLIC BENEFIT

The people who benefit from the Us in a Bus service are those with severe learning and/or multiple disabilities who can be "difficult to reach". Although we work with a wide range of people who have profound learning difficulties and complex needs, our aim with each of our service users is the same: we believe that each of us should have the opportunity to discover more about ourselves and to express our emotions and creativity. We explore this with our service users through the relationships we build together, ensuring that those relationships are based on trust, respect and shared experiences.

Us in a Bus specialises in finding "ways in" with people who are otherwise very isolated. We spend relaxed time with people, aiming to create a safe and respectful space for people to be heard, valued and understood. Through careful observation we learn how people express themselves, find ways of communicating together, trying out various activities and interactions, encouraging people to develop their sociability and communication abilities.

To achieve its objectives, the charity provides Interactive Sessions to people living across Surrey, Hampshire, Middlesex and London. It also provides training courses for professionals in the field and consultancy services for agencies providing care and support for people with profound and multiple learning disabilities. These consultancy and training services can be delivered anywhere in the UK and Europe. Further detail on these areas is provided below.

HIGHLIGHTS FROM THE YEAR

CHIEF EXECUTIVE OFFICER – VICTORIA GOODY

Chief Executives Report

The year 2018 to 2019 was a really exciting one for Us in a Bus, as the team continued to grow and we visited new homes across Surrey, South London and surrounding areas. At the end of March 2019, we were visiting 205 people in 52 homes, with an average of 4 people per home. The sessions that we deliver to people continue to be a mixture of techniques, but with Intensive Interaction as the central methodology. We also employ skills in music, drama, creativity and fun to ensure our sessions are person centred, appropriate and meaningful. We continue to get a steady stream of

US in a BUS

TRUSTEES' REPORT

FOR THE YEAR ENDED 31st MARCH 2019

sessional enquiries, but we do see a small but increasing number of people who need Intensive Interaction but cannot access funding for it or have funding that expires. We will continue to advocate for clients who are in this situation and call for Best Practice Meetings so that their needs are front and centre of the discussion.

Training continues to be an important piece of our work, reaching hundreds of people every year. This year, we once again managed to maintain our 100% score of customer feedback from the training, delivered by our Director of Training, Janet Gurney. We are delighted to share the principles and best practice of Intensive Interaction with care managers, support staff, family members and health professionals alike.

2018/19 has been the hardest year to date in terms of fundraising, and where we only came close to our targets in the final months of the year after a number of months in which we had concerns. The proportion of our income that we gain from fundraising remained the same, rising in real terms. Fundraising in the current climate cannot be described as easy, and we have found that funders are increasingly tightening criteria for funding, in such a way as to make some applications unviable. We continue to look for new funding streams, and increasingly turn to individuals and groups for funds. We have put considerable resources into professionalising our materials and media, so that we can tell our story more effectively. We are exceedingly grateful to all the individuals and organisations who supported us in the last year.

Many of our donations come in the form of time or services, and we record our thanks and support to Marilyn Anderson, our Marketing volunteer, who does so much for us, and all our Trustees. We also wish to thank Christine Skinner, who previously worked for Us in a Bus, and now is supporting us as a Volunteer on our 30th Birthday preparations for 2020.

During the year, we continued to have strong support within our local community, from a variety of groups and individuals. We have formed a particularly strong relationship with our local chain of Co-op Stores, who have supported us with collection buckets and donations. We're very grateful to all the customers of the Co-op for their support. A table of all our donors is listed further back in this document and we are grateful to each and every one.

We were lucky to be Gemserv's corporate partners during the year, which allowed us access to key funds to upgrade our IT and to professional services. We're very grateful to have been picked by the staff there, as small charities really do appreciate the support and assistance from larger companies.

We have invested widely in the year in how we demonstrate what we do to a wider audience. We made a considerable contribution to International Intensive Interaction Week in October, preparing short videos with a view to developing, expanding and sharing our practice. More generally throughout the year, we have increased our output of practice-based stories, and have had excellent feedback on them. Our social media statistics demonstrated that we were reaching new and broader audiences and we continue to learn from the feedback we have. We've also written and shared ideas in industry publications such as PMLD link, which also further the work we do.

Victoria Goody
Chief Executive

US in a BUS

TRUSTEES' REPORT

FOR THE YEAR ENDED 31st MARCH 2019

FINANCIAL RESULTS

The net incoming resources for the period amounted to £388,422. Total expenditure amounted to £411,382. The charity produced a deficit of £22,960 for the 12-month period.

RISK MANAGEMENT

The major risks to the charity are identified as:

- a. loss of income from sessions
- b. loss of key staff members
- c. loss of income from training
- d. loss of income from donors and other income streams, including major donors
- e. the cost of covering long term sick leave

The charity continues to mitigate the first of these risks by extending its training and consultancy programme to increase income and diversify income streams. Us in a Bus continues to designate funds as a contingency against long term sick leave. The threats to funding across the public sector continue to give rise to a risk. We mitigate this risk by maintaining strict price controls, delivering an excellent service and constantly searching for new income streams.

Us in a Bus continues to review potential risk on a regular basis.

RESERVES POLICY

The charity recognises the need to establish an unrestricted reserve fund of at least three months' running costs. However, we have also needed to make investments to maintain the quality of the services that we provide as well as to provide an appropriate and efficient office environment. As a result of these investments we have reduced our General Reserve Fund at the end of this period by £28,044 and the General Reserve Fund now stands at £115,598. The trustees are considering ways in which these funds will be utilised and enhanced to achieve Us in a Bus's strategic objectives and maintain the necessary level of reserves.

RESPONSIBILITIES OF THE BOARD OF TRUSTEES

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue on that basis.

The Board of Trustees is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them

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TRUSTEES' REPORT

FOR THE YEAR ENDED 31st MARCH 2019


to ensure that the financial statements comply with the Companies Act 2006. The Board of Trustees is also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

REPORTING ACCOUNTANTS

The directors appointed Crilly and Co as reporting accountants to the company.

Approved by the Board on the _____ 2019

And signed on its behalf by:



Douglas Bennett
Trustee

CHARTERED ACCOUNTANT'S REPORT

TO THE MEMBERS ON THE UNAUDITED ACCOUNTS OF US in a BUS

FOR THE YEAR ENDED 31ST MARCH 2019

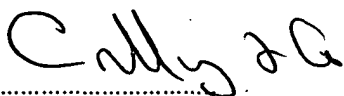
In accordance with our terms of engagement and in order to assist you to fulfil your duties under the Companies Act 2006 we have compiled the financial statements of the company which comprise the Statement of Financial Activities, balance Sheet and the related notes from the accounting records and information and explanations you have given to us.

This report is made to the Company's Board of Trustees, as a body, in accordance with the terms of our engagement. Our work has been undertaken so that we might compile the financial statements that we have been engaged to compile, report to the Company's Board of Trustees that we have done so, and state those matters that we have agreed to state to them in this report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Company and the Company's Board of Directors, as a body, for our work or for this report.

We have carried out this engagement in accordance with technical guidance issued by the Institute of Chartered Accountants in England and Wales and have complied with the ethical guidance laid down by the Institute relating to members undertaking the compilation of financial statements.

You have acknowledged on the balance sheet as at 31st March 2019 your duty to ensure that the company has kept adequate accounting records and to prepare financial statements that give a true and fair view under the Companies Act 2006. You consider that the company is exempt from the statutory requirement for an audit for the year.

We have not been instructed to carry out an audit of the financial statements. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial statements.



Aidan Crilly
Crilly and Co
Wyvern House
1 Church Road
Great Bookham
Surrey
KT23 3PD

Dated: _____ 2019

STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating Income and Expenditure Account)

For the year ended 31st March 2019

	Notes	Restricted Funds 2019 Total £	Unrestricted Funds 2019 Total £	Total Funds 2019 £	Total Funds 2018 £
Incoming resources from generated funds:					
Voluntary income					
Donations	1	43,556	61,839	105,395	125,453
Activities for generating funds:					
Investment income		-	104	104	0
Incoming resources from charitable activities:					
Interactive sessions	2	-	255,631	255,631	261,018
Training and Consultancy	2	-	25,804	25,804	19,505
25 th Anniversary		-	-	-	-
Bus Stop project		-	1,488	1,488	2,192
Wellbeing Conference		-	-	-	-
Other income:					
Gain on disposal of assets		-	-	-	-
Total incoming resources		43,556	344,866	388,422	408,168
Resources expended					
Costs of generating voluntary income	4		26,743	26,743	21,547
Fundraising trading: cost of goods sold	4		-	-	-
Charitable activities	4	38,472	336,961	375,433	385,184
Governance costs	4		9,206	9,206	9,216
Total resources expended		38,472	372,910	411,382	415,947
Net incoming resources		5,084	(28,044)	(22,960)	(7,779)
Reconciliation of funds					
Total funds brought forward	12/18	18,022	143,642	161,664	169,443
Total funds carried forward	12/18	23,106	115,598	138,704	161,664

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

No separate statement of Total Recognised Gains and Losses has been presented as all such gains and losses have been dealt with in the Statement of Financial Activities.

The notes on pages 13 to 21 form an integral part of these financial statements.

US in a BUS

BALANCE SHEET

As at 31st March 2019

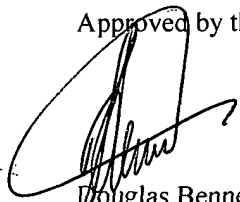
	Notes	2019 £	2018 £
FIXED ASSETS			
Tangible assets	9	7,631	11,570
CURRENT ASSETS			
Debtors	10	39,935	29,910
Cash at bank		107,435	131,601
		<u>147,370</u>	<u>161,511</u>
CURRENT LIABILITIES			
Creditors: Amounts falling due within one year	11	16,297	11,417
NET CURRENT ASSETS		<u>131,073</u>	<u>150,094</u>
TOTAL NET ASSETS		<u>138,704</u>	<u>161,664</u>
Represented by:			
Unrestricted fund:			
General fund	12	94,639	121,240
Designated Fund	12	20,959	22,402
Restricted fund	17	23,106	18,022
TOTAL FUNDS		<u>138,704</u>	<u>161,664</u>

For the year ending 31 March 2019, the directors are of the opinion that the company is entitled to the exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

The directors acknowledge their responsibilities for:

- ensuring that the members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006;
- complying with the requirements of the Act in respect to accounting records and the preparation of accounts;
- ensuring that the accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and with the Financial reporting Standard for Smaller Entities (effective April 2008).

Approved by the board on the _____ 2019 and signed on its behalf by



Douglas Bennett Trustee

Company Registration Number 4207000

The notes on pages 10 to 18 form an integral part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31st March 2019

ACCOUNTING POLICIES

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

BASIS OF PREPARATION

The financial statements have been prepared under the historical cost convention, in accordance with the Companies Act 2006 and follow the recommendations in Accounting and Reporting by Charities: Statement of Recommended Practice published in March 2007 and applicable accounting standards.

FUND ACCOUNTING

General funds

These are unrestricted and are available for general purposes.

Designated funds

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

INCOMING RESOURCES

Service fees, consultancy and training income

These represent amounts receivable for services provided within the year.

Donations

These are accounted for on the basis of monies received during the year.

Gift Aid

Gift Aid income is recognised when received.

Investment income

Investment income is included when receivable.

RESOURCES EXPENDED

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31st March 2019

COSTS OF GENERATING FUNDS

Costs of generating funds

Costs of generating funds are the costs associated with attracting voluntary income.

Cost of goods sold was the costs of sales for the sales of books in support of training activities.

ACTIVITIES IN FURTHERANCE OF THE CHARITY'S OBJECTIVES

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

GOVERNANCE COSTS

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include accounting fees as well as costs linked with the strategic management of the charity.

SUPPORT COSTS

Support costs are not costs that relate to an activity in themselves but support the charity's activities. Support costs are allocated to the charity's activities on an appropriate basis.

Costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, other costs are apportioned on an appropriate basis e.g. per capita, staff time or estimated usage as set out in note 4.

DEPRECIATION

Depreciation is provided on fixtures, fittings and equipment, computer equipment and motor vehicles at the following rates based on the estimated useful life of these fixed assets and their anticipated residual value:

Fixtures, fittings and equipment	25% reducing balance
Computer equipment	25% reducing balance
Motor vehicles	25% straight line

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31st March 2019

1	DONATIONS	2019 £	2018 £
	Unrestricted	61,839	41,447
	Restricted	43,556	84,006
		<u>105,395</u>	<u>125,453</u>
2	INCOMING RESOURCES FROM ACTIVITIES TO FURTHER THE CHARITY'S OBJECTS	2019 £	2019 £
	Interactive sessions	255,631	261,018
	Training	25,804	18,355
	Coaching and Mentoring	-	1,150
	Bus stop	1,488	2,192
		<u>282,923</u>	<u>282,715</u>

3 **ALLOCATION OF SUPPORT COSTS AND OVERHEADS**

Allocation of support costs and overheads

The breakdown of support costs and how these were allocated between Governance, Fund-raising and Charitable Activities is shown in the table below

Cost type	Total Allocated £	Governance £	Fund- raising	Charitable Activities £	Basis of Apportionment
Premises	9,549	145	591	8,813	Staff time
General office and finance staff	86,464	1,314	5,356	79,794	Staff time
Office and IT equipment	1,343	20	83	1,240	Staff time
Post, telephone and fax	797	12	49	736	Staff time
Printing and stationery	1,753	26	108	1,619	Staff time
Insurance	1,049	15	65	969	Staff time
Subscriptions	382	5	23	354	Staff time
Sundries	2,576	39	159	2,378	Staff time
Depreciation	1,098	16	68	1,014	Staff time
Bank Charges	241	3	14	224	Staff time
Payroll Costs	720	10	44	666	Staff time
	<u>105,973</u>	<u>1,605</u>	<u>6,560</u>	<u>97,808</u>	

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31st March 2019**4 Total Resources Expended**

	Basis of Allocation	Voluntary income	Interactive Sessions	Training/Consulting	Governance	2019 Total	2018 Total
	£	£	£	£	£	£	£
Costs directly allocated to Activities							
Accountancy and Legal	Direct				1,008	1,008	993
Bus Stop Project	Direct		990			990	930
Depreciation	Direct		4,213			4,213	6,346
Development and equipment	Direct		2,094			2,094	940
Loss on disposal of asset	Direct		-			0	49
Miscellaneous	Direct		195			195	844
Recruitment	Direct		442			442	0
Sessional workers	Direct		5,448			5,448	3,895
Staff Costs	Direct	19,407	216,752	27,876	6,367	270,403	267,684
Staff training	Direct		1,993			1,993	2,909
Trust expenses	Direct				226	226	420
Breakfast Seminar	Direct		821			821	0
Events Friends and Family	Direct					0	1,900
Van expenses and travel	Direct		10,886	1,609		12,495	11,216
Van Insurance	Direct		3,050			3,050	3,626
Fund-raising	Direct	776				776	984
Marketing	Direct		1,003	251		1,253	973
Support costs allocated to activities							
General office and finance staff	Staff time	5,356	74,521	5,273	1,314	86,464	89,374
Bank Charges	Staff time	14	210	14	3	241	137
Depreciation	Staff time	68	947	67	16	1,098	953
HR Consultancy	Staff time	159	2,221	157	39	2,576	3,904
Insurance	Staff time	65	905	64	15	1,049	935
Office and IT equipment	Staff time	83	1,159	81	20	1,343	2,034
Payroll Costs	Staff time	44	623	43	10	720	720
Post, telephone and fax	Staff time	49	688	48	12	797	1,453
Premises	Staff time	591	8,231	582	145	9,549	10,729
Printing and stationery	Staff time	108	1,513	106	26	1,753	1,647
Subscriptions	Staff time	23	331	23	5	382	350
		26,743	339,239	36,194	9,206	411,382	415,947

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31st March 2019

5	NET INCOMING RESOURCES	2019	2018
		£	£

Net incoming resources for the period after charging:
Depreciation

5,311	7,300
-------	-------

6	STAFF COSTS	2019	2018
		£	£
	Salaries and wages	326,873	329,997
	Employer's national insurance contributions	22,764	23,224
	Pension Scheme Contribution	7,230	3,837
		<u>356,867</u>	<u>357,058</u>

No employee received emoluments including taxable benefits which exceeded £50,000 in the period.

2019	2018
No	No

The average number of employees during the period was made up as follows:

Chief Executive	1	1
Interactive Practitioners	10	10
Fund-raising	1	-
Administration	1	1
	<u>13</u>	<u>12</u>

No director/trustee received emoluments in the period.

7 TAXATION

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

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31st March 2019

8 TANGIBLE FIXED ASSETS

	<i>Motor Vehicles</i>	<i>Computer equipment</i>	<i>Office Furniture</i>	<i>Total</i>
VALUATION:	£	£	£	£
At 1 April 2018	35,436	15,400	618	51,454
Additions	-	1,372	-	1,372
Disposals	-	-	-	-
At 31 March 2019	35,436	16,772	618	52,826
DEPRECIATION:				
At 1 April 2018	26,726	12,570	588	39,884
Charged in the year	4,213	1,090	8	5,311
Disposals	-	-	-	-
At 31 March 2019	30,939	13,660	596	45,195
Net book value 31 March 2019	4,497	3,112	22	7,631

9 DEBTORS

	2019 £	2018 £
Trade debtors	21,588	24,584
Other debtors and Prepayments	18,347	5,326
	39,935	29,910

10 CREDITORS: Amounts falling due within one year

	2019 £	2018 £
Trade creditors	1,282	1,558
Accruals and other creditors	8,638	3,554
Inland Revenue	6,377	6,305
	16,297	11,417

NOTES TO THE FINANCIAL STATEMENTS**For the year ended 31st March 2019**

11	RESERVES	At 1 April 2018	Income	Expenditure	Transfers	At 31 March 2019
	General Fund	£121,240	£344,866	(£372,910)	£1,443	£94,639
	Designated Fund	£22,402	£0	£0	(£1443)	£20,959
	Restricted Fund	£18,022	£43,556	(£38,472)	£0	£23,106
		<u>£161,664</u>	<u>£388,422</u>	<u>(£411,382)</u>	<u>£0</u>	<u>£138,704</u>

12 TRANSACTIONS WITH TRUSTEES

The trustees only receive reimbursement for expenses actually incurred in attending meetings. No payments are made in respect of time or to compensate for loss of earnings, so no remuneration is paid to trustees. The gross amount that has been reimbursed in respect of attendance of meetings in the period was £0, (2018 £0).

13 PENSION COSTS

The charity provides access to an auto-enrolment pension scheme and a contributory Stakeholders pension scheme.

14 LEGAL STATUS OF THE CHARITY

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £1.

15 DESIGNATED FUND

A designated fund of £20,959 has been set up within unrestricted funds, (2018 £22,402). This is to cover 9 months sick pay at an average member of staff, including national insurance contributions at 13.8% (2018 13.8%) and pension contributions at 3%.

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31st March 2019

16 RESTRICTED FUNDS

Analysis of net assets between funds	Purpose	01-Apr-18	Incoming Resources	Outgoing Resources	31-Mar-19
		£	£	£	£
Big Lottery Funding	Training Equipment	571		143	428
Wolfson Foundation	Motor Vehicle	1,876		938	938
Yorkshire Building Society	Motor Vehicle	376		188	188
Vines BMW	Computer Costs	42		21	21
Peter Harrison	Bus Stop	8,163		3,409	4,754
Boshier Hinton	van and running	3,900		1,950	1,950
Gatwick Airport Community Trust	Printer	975		244	731
Forbes Charitable Foundation	Training to Nov 2018	1,675		1,675	-
Community Foundation	Van signage and Satnav	428		143	285
Carol Thomas	Van	15		5	10
Tampon Tax	Sessions funding		15,000	15,000	-
Tesco plc	Sensory Boxes		1,000		1,000
Mrs Smith and Mount Trust	Surrey sessions in 2019		5,000	1,281	3,719
Gerald Micklam	Hampshire Sessions		5,000	5,000	-
Co-op	Equipment		5,056	3,601	1,455
WO Street Zedra Trust	Sessions funding		2,500	2,500	-
Dunhill Medical	Sessions in Reigate and Redhill		7,000	2,373	4,627
Gemserv	IT Upgrade		3,000		3,000
		18,022	43,556	38,472	23,106

The purposes for which the restricted funds were donated are as stated in the table.

18 ANALYSIS OF NET ASSETS BETWEEN FUNDS

Analysis of net assets between funds	Tangible Fixed Assets	Cash at bank and in hand	Other net current assets	Total
	£	£	£	£
Restricted Donations	4,506	18,600	-	23,106
	4,506	18,600	-	23,106
Designated Funds	-	20,959	-	20,959
Other unrestricted funds	3,125	67,876	23,638	94,639
	7,631	107,435	23,638	138,704