



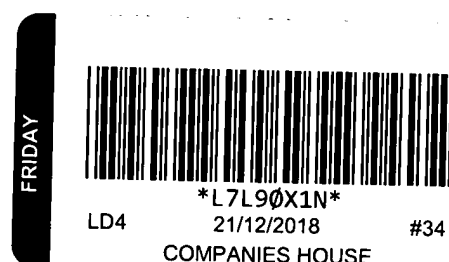
THE VOLUNTARY ASSOCIATION FOR SURREY DISABLED LTD

Financial Statements

**For the year ended
31 March 2018**

CHARITY NO. 1143985

COMPANY REGISTRATION NO. 07759768



LEGAL AND ADMINISTRATIVE INFORMATION

YEAR ENDED 31 MARCH 2018

BOARD OF TRUSTEES

**QUEEN ELIZABETH'S FOUNDATION FOR
DISABLED PEOPLE made up of:**

POLLY BISHOP (resigned 14 August 2017)
MOIRA BOWIE
MICHAEL CONNAUGHTON (resigned 16
November 2017)
TIMOTHY JASON DAVIES
JOHN DENNING
ROB DOUGLAS CBE DL (resigned 27 September
2017)
ANNE MOTRAM (resigned 26 July 2017)
FRANK MYERS MBE (resigned 18 May 2018)
VICTORIA PARNELL (resigned 28 August 2018)
LYNN SCOTCHER
VICE ADMIRAL CHARLES STYLE CBE (resigned
18 May 2018)
MAXINE TAYLOR (resigned 25 October 2017)
JAMES WATES CBE (resigned 26 July 2017)

DIRECTORS

MOIRA BOWIE (appointed 27 September 2017)
TIMOTHY JASON DAVIES (appointed 18 May
2018)
ROB DOUGLAS CBE DL (resigned 27 September
2017)
PETER GORDON (Appointed 27 September
2017)
FRANK MYERS MBE (resigned 18 May 2018)
JAMES WATES CBE (resigned 26 July 2017)

CHIEF EXECUTIVE

KAREN DEACON

COMPANY SECRETARY

PHILIP KIRK

VASD The Voluntary Association for Surrey Disabled Limited

REGISTERED OFFICE

LEATHERHEAD COURT
WOODLANDS ROAD
LEATHERHEAD
SURREY
KT22 0BN

BANKERS

NATIONAL WESTMINSTER BANK PLC
WIMBLEDON BRANCH
16 WIMBLEDON HILL ROAD
LONDON
SW19 7ZD

INDEPENDENT AUDITORS

KINGSTON SMITH LLP
DEVONSHIRE HOUSE
60 GOSWELL ROAD
LONDON
EC1M 7AD

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TRUSTEES REPORT

The Trustees are pleased to present their Report and Financial Statements for the year ended 31st March 2018. The accounts have been prepared in accordance with the Statement of Recommended Practice applicable to charities preparing accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in July 2014. The report and statements also comply with the Companies Act 2006.

The Voluntary Association for Surrey Disabled (VASD) is a wholly owned subsidiary of Queen Elizabeth's Foundation for Disabled People (QEF).

Objects of the Charity

The object of the charity is to promote independence by providing high quality services to disabled people with low to moderate needs in Surrey.

Vision and Strategic Direction

VASD have invested in the Elmer Sands holiday home refurbishing two bathrooms, replacing both ceiling track hoists and updating the furniture to ensure that the home is attractive and accessible for disabled holiday makers.

An evaluation of the smaller leased holiday home at Bracklesham bay and the management agent has been undertaken. This area of the business was identified as a risk in last year's accounts. This property is underused and often not suitable for VASD customers. Dependent on the outcome VASD may consider sale of this loss making property.

A re-organisation of staffing and opening hours has been carried out to ensure access and sustainability. This resulted in compressed opening hours and sufficient staff cover. The staffing to cover both the canal boat and the holiday homes has been brought in-house to ensure our holiday makers are safe and comfortable.

Public Benefit

We have referred to the guidance in the Charity Commission's general guidance on Public Benefit when reviewing our aims and objectives and in planning our future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives they have set.

MAIN ACTIVITIES

During the financial year the services provided by Voluntary Association for Surrey Disabled Limited (VASD Ltd) have been; sales of disability equipment, loan of disability and mobility equipment and the rental of two fully adapted holiday homes on the South Coast. VASD also manages a fully adapted canal boat which is owned by QEF and hired out for holidays.

VASD Ltd helped in excess of 1200 people with either the sale, hire or advice about equipment from the location at Leatherhead Court. The increase in activity came mainly from hires of new wheelchairs and scooters. One particular grant allowed purchase of additional scooters and new wheelchairs for hire. Further to loss of local authority grant all equipment is now issued on a hire rather than loan basis.

Holiday Homes

The holiday homes at Elmer Sands and Brackelsham Bay provided 43 weeks of holidays. This was less than we had planned due to refurbishments carried out at Elmer Sands to improved bathroom facilities being carried out in April 2017. Feedback from customers about the changes has been positive. The canal boat provided a further 17 weeks holidays. The VASD team also facilitated the improvements and repairs to the canal boat.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Structure

VASD is a company limited by guarantee and is governed by a Memorandum and Articles of Association. The charity is administered by the Trustees of QEF who delegate day-to-day management responsibilities to the Chief Executive and Senior Management Team of QEF and the Manager of VASD. QEF is a national charity supporting people with physical and learning disabilities or acquired brain injuries, to gain new skills and increase independence.

QEF is the 'parent' charity, with VASD operating as a member of the QEF family of charities. Reference in this report to the 'Trustees' means the QEF Board of Trustees.

Trustees

Trustees are elected by Members of QEF or co-opted by the Trustees, based on how their skill set and experience can benefit QEF and further improve the knowledge of the Board. A formal recruitment and selection process is agreed by the Board in advance of all appointments and is in line with best practice guidance.

As stated in the Memorandum and Articles of Association, one third (or the number nearest one third) of the Trustees must retire at each AGM, those longest in office retiring first and the choice between any equal service being made by drawing lots. A retiring Trustee who is eligible may be re-elected. If at the date of the AGM a Trustee has held office for nine consecutive years, since first election, they may not be re-elected, except in exceptional circumstance of there being no other person eligible to be a Trustee and acceptable to the Members as such.

As stated in the Mem and Arts, one third (or the number nearest one third) of the Trustees must retire at each AGM, those longest in office retiring first and the choice between any equal service being made by drawing lots. A retiring Trustee who is eligible may be re-elected. If at the date of the AGM a Trustee has held office for nine consecutive years, since first election, they may not be re-elected, nor may they be co-opted by another Trustee, except in exceptional circumstance of there being no other person eligible to be a Trustee and acceptable to the Members as such.

Risk Management

The building development at the Leatherhead Court has not yet affected custom at VASD. This situation will be monitored as work commences.

The Bracklesham Bay property remains a financial risk and a decision will be made by end of the holiday season. It is important to note that current depreciated value is greater than predicted sale price and therefore any sale will create a loss in the first year but is likely to create a saving by year three.

FINANCIAL REVIEW

Income and Expenditure

In the financial year VASD recorded an operating deficit of £54k compared with £89k surplus as reported in the 2017 accounts. The £143k decrease in financial performance was largely due to the £81k profit on disposal of Goring being a one off in 2017 and £53k decrease in donations and legacies received. There was also an increase in overall expenditure of £16k which contributed to the decrease in performance.

Balance Sheet

Total funds carried forward have decreased from £1,004k in 2017 to £958k at the end of the financial year.

Going Concern

The directors consider that the Company is a going concern. The association with QEF provides access to increased managerial, financial and fundraising support which will improve operational effectiveness and increase donated income.

Reserves Policy

The Board of Trustees reviews the reserves policy of VASD on an annual basis. The reserves include unrestricted and restricted reserves. An analysis of the reserves is shown in note 7 of the financial statements.

The reserves policy is determined after assessing the capital requirements, considering the nature and timing of income and expenditure streams and by reviewing the specific business risks identified through the risk management process. The Board of Trustees aims to maintain a level of unrestricted reserves not tied up in fixed assets, which it believes will be sufficient to ensure the operational efficiency of the charity. The Board of Trustees has concluded that given the current economic situation the level of free reserves at the year-end should be three months' worth of operating expenditure.

Free reserves for the charity are £562,783, divided by the average monthly operating expenditure of £10,539. At the end of the year free reserves were approximately 4.5 years.

The parent company, QEF, calculates the resources required for the whole QEF Group, which includes its subsidiaries and specifically VASD. QEF will ensure that VASD has adequate reserves at all times.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

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

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

- select suitable accounting policies and then apply them consistently;
- comply with applicable accounting standards, including FRS 102, subject to any material departures disclosed and explained in the financial statements;
- state whether a Statement of Recommended Practice (SORP) applies and has been followed, subject to any material departures which are explained in the financial statements;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

In so far as the trustees are aware:

- There is no relevant audit information of which the charitable company's auditor is unaware.
- The trustees have taken all the steps that they ought to have taken to make themselves aware of any relevant audit

information and to establish that the company's auditors are aware of that information.

AUDITORS

The auditors, Kingston Smith LLP, have indicated their willingness to continue in office, and a resolution concerning their reappointment will be proposed at the next Annual General Meeting.

SMALL COMPANY RULES

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

BY ORDER OF THE BOARD



Peter Gordon
Director

17/12/2016

Registered Office:
Leatherhead Court
Woodlands Road
Leatherhead Court
Surrey KT22 0BN

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE VOLUNTARY ASSOCIATION FOR SURREY DISABLED LIMITED

Opinion

We have audited the financial statements of The Voluntary Association for Surrey Disabled Limited for the year ended 31st March 2018 which comprise the Statement of Financial Activities, the Balance Sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 'The Financial Reporting Standard Applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st March 2018 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

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

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

**INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF
THE VOLUNTARY ASSOCIATION FOR SURREY DISABLED
LIMITED (Cont'd)**

Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

- the information given in the trustees' annual report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' annual report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in [the strategic report or] the trustees' annual report.

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or

**INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF
THE VOLUNTARY ASSOCIATION FOR SURREY DISABLED
LIMITED (Cont'd)**

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

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 9, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

**INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF
THE VOLUNTARY ASSOCIATION FOR SURREY DISABLED
LIMITED (Cont'd)**

Auditor's responsibilities for the audit of the financial statements

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

As part of an audit in accordance with ISAs (UK) we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purposes of expressing an opinion on the effectiveness of the charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.

**INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF
THE VOLUNTARY ASSOCIATION FOR SURREY DISABLED
LIMITED (Cont'd)**

- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

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



[Date]

Neil Finlayson (Senior Statutory Auditor)
for and on behalf of Kingston Smith LLP, Statutory Auditor

18/12/2018

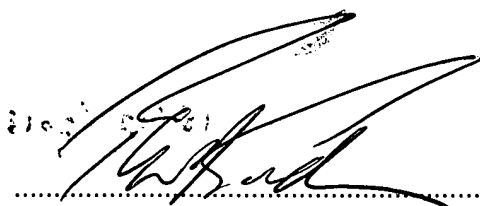
Devonshire House
60 Goswell Road
London
EC1M 7AD

THE VOLUNTARY ASSOCIATION FOR SURREY DISABLED LIMITED

BALANCE SHEET
AS AT 31 MARCH 2018

	Note	£	2018 £	£	2017 £
Fixed assets:					
Tangible assets	2		350,093		350,113
Investments	3		<u>2,888</u>		<u>2,904</u>
Total fixed assets			352,981		353,017
Current assets					
Stocks	4	2,017		3,110	
Debtors	5	670,671		679,325	
Cash at bank and in hand		<u>28,673</u>		<u>58,307</u>	
Total current assets		701,362		740,742	
Creditors					
Amounts falling due within one year	6	<u>31,971</u>		<u>16,920</u>	
Net current assets			<u>669,390</u>		<u>723,822</u>
Amounts falling due after more than one year					
Multi Employer Pension Scheme Provision	15		(64,794)		(72,942)
Net assets			<u>957,578</u>		<u>1,003,897</u>
Accumulated funds					
Unrestricted: General	7		562,783		600,955
Permanent Endowment Fund	7		330,000		330,000
Pension Reserve: Designated	7		<u>64,794</u>		<u>72,942</u>
Total accumulated funds			<u>957,577</u>		<u>1,003,897</u>

Approved by the Trustees on 17/12/18 and signed on its behalf by:



Peter Gordon
Director

The annexed notes form part of these financial statements

Company Registration Number: 07759768

VASD The Voluntary Association for Surrey Disabled Limited

THE VOLUNTARY ASSOCIATION FOR SURREY DISABLED LIMITED

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 MARCH 2018

		2018	2018	2018	2018	2017
	Notes	Unrestricted	Designated	Permanent Endowment Fund	Total Funds	Total Funds
		£	£	£	£	£
INCOME AND ENDOWMENT						
Donations and legacies	10	20,055	-	-	20,055	72,621
Trading activities	10	51,836	-	-	51,836	45,727
Investment income	10	108	-	-	108	10
Profit on disposal of FA	10	-	-	-	-	80,992
Total operating income		71,999	-	-	71,999	199,350
EXPENDITURE						
Raising funds	11	3,632	-	-	3,632	12,155
Charitable activities	11	122,835	-	-	122,835	98,334
Total operating expenditure		126,467	-	-	126,467	110,489
Net operating income / (expenditure)		(54,468)	-	-	(54,468)	88,861
Net gains/(losses) on investment assets		-	-	-	-	-
Net income / expenditure		(54,468)	-	-	(54,468)	88,861
(Loss)/gain on multi employer defined benefit pension scheme	15	8,148	-	-	8,148	4,095
Gross transfers between funds		8,148	(8,148)	-	-	-
Net movement in funds		(38,172)	(8,148)	-	(46,320)	92,956
Total funds brought forward		600,955	72,942	330,000	1,003,897	910,941
Total funds carried forward		562,783	64,794	330,000	957,577	1,003,897

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018**

1 ACCOUNTING POLICIES

Company Status

The company is limited by guarantee, has no share capital and the liability of each member is limited to a sum of no more than £10 in the event of a winding up.

Principle Accounting Policies

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102). The company is a public benefit entity for the purposes of FRS102 and therefore the Charity also prepares its financial statements in accordance with the Statement Of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Structure applicable in the UK and Republic of Ireland (The FRS102 Charities SORP) and The Companies Act 2006. A summary of the more important accounting policies, which have been applied consistently are set out below.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest pound.

Going Concern

The trustees have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the charitable company to continue as a going concern. The trustees have made this assessment for a period of at least one year from the date of the approval of these financial statements. In particular the trustees have considered the charitable company's forecasts and projections and have taken account of pressures on donation income. After making enquiries, the trustees have concluded that there is a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. The charitable company therefore continues to adopt the going concern basis in preparing its financial statements.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018 (Cont'd)**

Incoming resources

All income is recognised on an accruals basis with the exception of grants and donations which are included when receivable.

All income is recognised when there is entitlement to the funds, the receipt is probable and the amount can be measured reliably.

Fixed Assets and Depreciation

Assets are purchased from donations and grants and are shown as direct charitable expenditure from the fund concerned.

All fixed assets, with a value over £1,500 are capitalised at cost and depreciated to their estimated residual value over their estimated useful lives, as follows:

Freehold Buildings	2% straight line
Leasehold property	Straight line over 21 years

At the end of each accounting period the residual values and useful lives of assets are reviewed and adjusted if necessary. In addition, if events or change in circumstances indicate that the carrying value may not be recoverable then the carrying values of tangible fixed assets are reviewed for impairment.

Stocks

Stocks comprise items purchased for resale and are stated at the lower of cost or net realisable value, after making due allowance for obsolete and slow moving stock.

Resources Expended

Direct charitable expenditure, provision of holidays, purchases of disability equipment, support costs, fundraising and publicity and the cost of governance of the charity have been allocated between these headings directly to the relevant expense for which the cost was incurred. Where costs cannot be specifically identified within one of the above categories an estimated allocation has been made.

Expenditure is recognised on an accruals basis.

Operating Leases

Rentals payable under operating leases are charged on a straight-line basis over the term of the lease.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018 (Cont'd)**

Pensions

Some staff participate in the Pension Trust scheme. This is a defined benefit scheme. Contributions are charged on an accrual basis.

Taxation

As the company is a registered charity, it is exempt from corporation tax on its charitable activities.

Cash Flow

The company is exempt from the requirement to prepare a cash flow statement as it is a wholly owned subsidiary of the Queen Elizabeth's Foundation for Disabled People and its cash flows are consolidated into the cash flow statement of that company.

Unrestricted Funds

These are donations and other incoming resources receivable or generated for the objects of the Charity without further specified purpose and are available as general funds.

Designated Funds

Designated funds are unrestricted funds earmarked by the Trustees for a particular purpose.

Permanent Endowment Fund

The endowment fund represents the written down value of one bungalow which cannot be sold but is used as a holiday property for disabled people.

Restricted Funds

These are funds to be used for the specific purposes laid down by the donor. See note 12 for more details of restricted funds. Expenditure which meets these criteria is charged to the fund.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018 (Cont'd)**

Other financial instruments

- **Cash and cash equivalents**

Cash and cash equivalents include cash at banks and in hand and short term deposits with a maturity date of three months or less.

- **Debtors and creditors**

Debtors and creditors receivable or payable within one year of the reporting date are carried at their transaction price. Debtors and creditors that are receivable or payable in more than one year and not subject to a market rate of interest are measured at the present value of the expected future receipts or payment discounted at a market rate of interest.

- **Fixed Asset Investments**

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

Critical Accounting Estimates and Areas of Judgement

In preparing financial statements it is necessary to make certain judgements, estimates and assumptions that affect the amounts recognised in the financial statements.

In the view of the trustees in applying the accounting policies adopted, no judgements were required that have a significant effect on the amounts recognised in the financial statements nor do any estimates or assumptions made carry a significant risk of material adjustment in the next financial year.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018 (Cont'd)**

2 TANGIBLE FIXED ASSETS

	Freehold property	Leasehold property	Equipment	Total
	£	£	£	£
Cost at 1.4.17	330,000	35,196	8,027	373,223
Additions	-	-	3,708	3,708
Cost at 31.3.18	330,000	35,196	11,735	376,931
Depreciation at 1.4.17	-	20,687	2,423	23,110
Charge for year	-	1,680	2,048	3,728
Depreciation at 31.3.18	-	22,367	4,471	26,838
NET BOOK VALUE at 31.3.18	330,000	12,829	7,264	350,093
NET BOOK VALUE at 1.4.17	330,000	14,509	5,604	350,113

The historical cost of the Freehold property is £458,450 (2017: £458,450)

3 FIXED ASSET INVESTMENTS

	2018 Total £	2017 Total £
Quoted Investments		
Market value as at 1.4.17	2,904	2,300
Unrealised (loss)/gain	(16)	604
Market value as at 31.3.18	2,888	2,904

4 STOCKS

	2018 Total £	2017 Total £
Stock Value	2,017	3,110

Stocks comprise items purchased for resale and are stated at the lower of cost or net realisable value, after making due allowance for obsolete and slow moving stock.

5 DEBTORS

	2018 Total £	2017 Total £
Prepayments	8,053	9,057
Amount due from parent organisation	633,537	649,371
Amount due from QEF Trading	2,846	3,033
Amount due from holiday bookings	26,000	15,597
Other Debtors	235	1,114
VAT	-	1,153
	670,671	679,325

6 CREDITORS & DEFERRED INCOME

	2018 Total £	2017 Total £
Accruals	4,253	6,132
Deferred Income	24,247	10,788
Other creditors	-	-
VAT	3,471	-
	31,971	16,920

The deferred income is in respect of the income received for the provision of holidays post year end.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018 (Cont'd)**

7 STATEMENT OF FUNDS

	Balance at 1 April 2017	Incoming Resources	Outgoing Resources	Transfers	Balance at 31 March 2018
	£	£	£		£
Unrestricted Funds:					
General Fund	600,955	78,147	124,467	8,148	562,783
Restricted Funds:					
Equipment Fund	-	2,000	2,000	-	-
Designated Funds:					
Pensions (See note 15)	72,942			(8,148)	64,794
Endowment Fund:					
Elmer Sands property	330,000	-	-	-	330,000
Total All Funds	1,003,897	80,147	126,467	-	957,577

8 ANALYSIS OF NET ASSETS BETWEEN FUNDS

2018	Endowment Fund £	Designated Funds £	Unrestricted General Fund £	Total 2018 £
Tangible fixed assets	330,000	-	20,094	350,094
Investments	-	-	2,888	2,888
Current assets	-	-	701,360	701,360
Current liabilities	-	-	(31,971)	(31,971)
Pension Deficit	-	(64,794)	-	(64,794)
	330,000	(64,794)	692,371	957,577

2017	Endowment Fund £	Designated Funds £	Unrestricted General Fund £	Total 2017 £
Tangible fixed assets	330,000	-	20,113	350,113
Investments	-	-	2,904	2,904
Current assets	-	-	740,742	740,742
Current liabilities	-	-	(16,920)	(16,920)
Pension Deficit	-	(72,942)	-	(72,942)
	330,000	(72,942)	746,839	1,003,897

9 RECONCILIATION OF MOVEMENT IN FUNDS

	2018 Total £	2017 Total £
Opening funds	1,003,897	910,941
Net movements of resources in the year	(46,320)	92,956
Closing funds	957,577	1,003,897

10 INCOME AND ENDOWMENT

	2018 Total £	2017 Total £
Donations and legacies	20,055	72,621
Trading activities	51,836	45,727
Investment income	108	10
	71,999	118,358
Profit on disposal of FA		80,992
	71,999	199,350

All of the current and comparative year income was unrestricted

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018 (Cont'd)**

11 TOTAL RESOURCES EXPENDED

	2018 Staff Costs £	2018 Depreciation £	2018 Other Costs £	2018 Total £
Provision of holidays	-	1,680	46,922	48,602
Provision of disability equipment	-	1,767	5,339	7,106
Support costs	25,125	280	39,250	64,655
Fundraising and publicity	-	-	3,632	3,632
Audit and accountancy	-	-	2,472	2,472
	<u>25,125</u>	<u>3,727</u>	<u>97,615</u>	<u>126,467</u>

	2017 Staff Costs £	2017 Depreciation £	2017 Other Costs £	2017 Total £
Provision of holidays	-	1,680	16,421	18,101
Provision of disability equipment	-	1,170	11,811	12,981
Support costs	31,538	280	30,238	62,056
Fundraising and publicity	-	-	12,155	12,155
Governance	-	-	5,196	5,196
	<u>31,538</u>	<u>3,130</u>	<u>75,821</u>	<u>110,489</u>

12 OPERATING INCOME

	2018 Total £	2017 Total £
Surplus before Auditors Remuneration and Depreciation of Fixed Assets	(40,120)	105,507
This is stated after charging:		
Auditors Remuneration	2,472	5,196
Depreciation of Tangible Fixed Assets	3,728	3,130
Operating Lease Rentals		4,225
	<u>(46,320)</u>	<u>92,956</u>

13 EMPLOYEES

	Full time 2018	Full time 2017	Part time 2018	Part time 2017
The average number of employees was:	-	-	3	2

	2018	2017
Staff costs:		
Salaries	21,141	27,882
Agency Costs	-	-
Social Security costs	1,180	1,626
Pension costs	2,706	1,932
Health Scheme	98	98
	<u>25,125</u>	<u>31,538</u>

Key management personnel are all employees based in the shop at head office.

The total employee benefits of the Charity's key management personnel were £25,125 (2017: £31,538).

No expenses were reimbursed to the Trustees and no remuneration was paid to the Trustees during the current or previous years.

14 VALUE ADDED TAX

VASD, being a registered charity, is unable to recover part of the VAT incurred on its expenditure. Where applicable, expenditure has been shown including any irrecoverable VAT. All expenditure in the current and comparative year related to unrestricted funds.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018 (Cont'd)

15 PENSION COMMITMENTS

At the balance sheet date there was one employee who was an active member of the Pensions Trust Growth Plan 3. The plan is a multi-employer defined benefit pension plan and the member of the scheme paid contributions at a rate of 7% basic salary. Employer contributions were also 7% of salary. In the twelve months to 31 March 2018 the employer made contributions of £860 (2017: £599). There were no outstanding contributions at the end of the year (2017: £1,397).

The company participates in the scheme, a multi-employer scheme which provides benefits to some 1,300 non-associated participating employers. The scheme is a defined benefit scheme in the UK. It is not possible for the company to obtain sufficient information to enable it to account for the scheme as a defined benefit scheme. Therefore it accounts for the scheme as a defined contribution scheme.

The scheme is subject to the funding legislation outlined in the Pensions Act 2004 which came in to force on 30 December 2005. This, together with documents issued by the Pensions Regulator and Technical Actuarial Standards issued by the Financial Reporting Council, set out in the framework for funding defined benefit occupational pension schemes in the UK.

The scheme is classified as a 'last-man standing arrangement'. Therefore the company is potentially liable for other participating employers' obligations if those employers are unable to meet their share of the scheme deficit following withdrawal from the scheme. Participating employers are legally required to meet their share of the scheme deficit on an annuity purchase basis on withdrawal from the scheme.

A full actuarial valuation for the scheme was carried out at 30 September 2011. This valuation showed assets of £780m, liabilities of £928m and a deficit of £148m. To eliminate this funding shortfall, the Trustee has asked the participating employers to pay additional contributions to the scheme as follows:

Deficit contributions

From 1 April 2013 to 31 March 2023: £13.9m per annum
(payable monthly and increasing by 3% each on 1 April)

A full actuarial valuation for the scheme was carried out at 30 September 2014. This valuation showed assets of £793m, liabilities of £970m and a deficit of £177m. To eliminate this funding shortfall, the Trustee has asked the participating employers to pay additional contributions to the scheme as follows:

From 1 April 2016 to 31 March 2025: £12,945,440 per annum
(payable monthly and increasing by 3% each on 1 April)

From 1 April 2016 to 31 March 2028: £54,560 per annum
(payable monthly and increasing by 3% each on 1 April)

The recovery plan contributions are allocated to each participating employer in line with their estimated share of the Series 1 and Series 2 scheme liabilities.

Where the scheme is in deficit and where the company has agreed to a deficit funding arrangement the company recognises a liability for this obligation. The amount recognised is the net present value of the deficit reduction contributions payable under the agreement that relates to the deficit. The present value is calculated using the discount rate detailed in these disclosures. The unwinding of the discount rate is recognised as a finance cost.

Present value of provision

	31 March 2018	31 March 2017	31 March 2016
		£	£
Present value of provision	64,794	72,942	77,037

Reconciliation of opening and closing provisions

	31 March 2018	31 March 2017
	£	£
Provision at start of period	72,942	77,037
Unwinding of the discount factor (interest expense)	905	1,506
Deficit contribution paid	(8,106)	(7,870)
Remeasurements - impact of any changes in assumptions	(947)	2,269
Remeasurements - amendments to the contribution schedule	-	-
Provision at end of period	64,794	72,942

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018 (Cont'd)**

PENSION COMMITMENTS (Cont'd)

Income and expenditure impact

	31 March 2018	31 March 2017
	£	£
Interest expense	905	1,506
Remeasurements - impact of any changes in assumptions	(947)	2,269
Remeasurements - amendments to the contribution schedule	-	-
Contributions paid in respect of future service	-	1,899
Costs recognised in income and expenditure account	-	-

Assumptions

	31 March 2018	31 March 2017	31 March 2016
	% per annum	% per annum	% per annum
Rate of discount	1.32	2.07	

The discount rates shown above are the equivalent single discount rates which, when used to discount the future recovery plan contributions due, would give the same results as using a full AA corporate bond yield curve to discount the same recovery plan contributions.

The following schedule details the deficit contributions agreed between the company and the scheme at each year end and period:

Deficit contributions schedule

Year ending	31 March 2018	31 March 2017	31 March 2016
	£	£	£
Year 1	8,350	8,106	7,870
Year 2	8,600	8,350	8,106
Year 3	8,858	8,600	8,350
Year 4	9,124	8,858	8,600
Year 5	9,398	9,124	8,858
Year 6	9,680	9,398	9,124
Year 7	9,970	9,680	9,398
Year 8	5,135	9,970	9,680
Year 9	-	5,135	9,970
Year 10	-	-	5,135

The company must recognise a liability measured at the present value of the contributions payable that arise

It is these contributions that have been used to derive the company's balance sheet liability.

16 LEASE COMMITMENTS

The company's future minimum operating lease payments are as follows:

	2018 £000's	2017 £000's
Within one year	5	5
Between two and five years	19	19
After more than five years	12	17
	36	41

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018 (Cont'd)**

17 RELATED PARTY TRANSACTIONS

The Voluntary Association for Surrey Disabled Ltd is a 100% owned subsidiary of Queen Elizabeth Foundation for Disabled People. Transactions with parent company are follows: QEF management fee charged £70,548 (2017: £17,229). Other group transactions include repair costs from Sutton Shop Mobility Charity Company of £8 (2017: £1,472).

Included within this years management fee from QEF are all of the property costs that relate to the two holiday homes. These charges come to £41,142.

Included within debtors at year end for VASD are the following balances with the group of charities:

	2018	2017
Queen Elizabeth's Foundation for Disabled People	£ 633,537	£ 649,371
QEF Trading Ltd	£ 2,846	£ 3,033
	<u>638,401</u>	<u>654,421</u>

18 ULTIMATE PARENT UNDERTAKING

The company is a wholly owned subsidiary of Queen Elizabeth's Foundation for Disabled People, a company incorporated in England and Wales (registered charity number 251051). The immediate and ultimate controlling party is Queen Elizabeth's Foundation for Disabled People, which is the parent undertaking of the smallest and largest group to consolidate these financial statements. These accounts can be obtained from The Company Secretary, Leatherhead Court, Woodlands Road, Leatherhead, Surrey KT22 0BN.

Queen Elizabeth's Foundation for Disabled People (QEF) is a leading national charity with over 80 years' experience of developing innovative services which enable and support people with disabilities to increase independence and improve opportunities for life.