

**Registered Company number: 04407712 (England and Wales)**

**Registered Charity Number: 1152136**

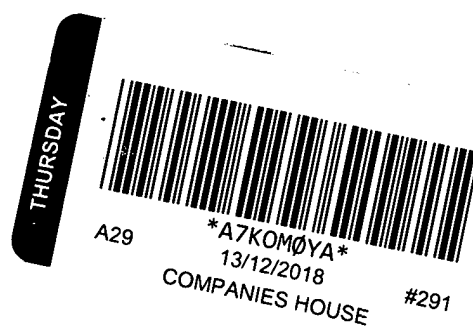
**ANNUAL REPORT AND ACCOUNTS**

**1<sup>ST</sup> June 2017 TO 31<sup>ST</sup> May 2018**

**FOR**

**VOICE OF THE LISTENER & VIEWER**

**(A charitable company limited by guarantee)**



**VOICE OF THE LISTENER & VIEWER**  
**Contents of the Report of the Trustees and Financial Statements**  
**For the year ending 31<sup>st</sup> May 2018**

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## **VOICE OF THE LISTENER & VIEWER**

### **REFERENCE AND ADMINISTRATIVE DETAILS**

**Charity Name:** Voice of the Listener & Viewer

**Registered company number** 04407712 (England and Wales)

**Registered charity number** 1152136

#### **Charity's principal Address**

The Old Rectory Business Centre  
Springhead Road  
Gravesend  
DA11 8HN

#### **Registered Office**

The Old Rectory Business Centre  
Springhead Road  
Gravesend  
DA11 8HN

#### **Independent Examiner**

Shields Brown Accountancy and Tax Services  
The Old Rectory Business Centre  
Springhead Road  
Gravesend  
DA11 8HN

#### **Trustees and Directors that served throughout the period (unless indicated otherwise)**

Mr Colin Browne  
Ms Antonia Charlton  
Mrs Mary Dixon  
Ms Dinah Garrett (until 29 November 2017)  
Mr Peter Stanley Gordon  
Mr Andrew Gregory Board (until 25 September 2017)  
Professor Sylvia Harvey  
Ms Wendy Jones  
Mr Patrick McIntosh  
Professor Jeanette Helga Steemers  
Professor Robert Charles Usherwood (from 29 November 2017)  
Dr Maria Michalis (from 29 November 2017)

## **VOICE OF THE LISTENER & VIEWER**

### **Report of the Trustees for the year ending 31<sup>st</sup> May 2018**

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ending 31<sup>st</sup> May 2018 which are also prepared to meet the requirements for the directors' report and accounts for Companies Act purposes.

The financial statements comply with the charities Act 2011, the Companies Act 2006, the memorandum and Articles of Association, and Accounting and Reporting by Charities; Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1<sup>st</sup> January 2015).

### **Chair's Report**

The year saw the continuation and acceleration of some of the major trends of recent years.

Developments in technology, in the market place and in the way many of us – particularly the young - choose to consume our media are transforming the broadcasting landscape and presenting huge challenges to the established players.

Major global companies, such as Netflix and Amazon, are rapidly building their presence in the UK market, while numerous web-based services like You Tube and Facebook compete for the attention of audiences.

While many of these developments provide great benefits for consumers, the VLV continues to work hard to ensure that the specific interests of UK listeners and viewers – and citizens – are safeguarded and that we do not lose so much that is excellent about British broadcasting and particularly public service broadcasting.

We do this by using our influence and our access to make the case for quality and excellence in broadcasting to the companies, the regulators and the political decision makers. In the year under review, we regularly met these decision makers at senior level; we provided our members with the opportunity to question them directly, and to make their own views known; and we responded to consultations from Ofcom, the Department of Culture, Media and Sport and the BBC. You can read more about this in the sections on achievement and performance and on our future plans.

Funding, as ever, remains a challenge. Our core funding is subscription revenue and donations from our members and we remain hugely grateful for their generosity. We are also very grateful for continuing funding from the KMG foundation and from our sponsors and supporters in the sector.

Our Trustees give of their considerable time and expertise freely, without any financial reward, and I am extremely grateful to them all.

**Colin Browne**  
Chair

## **OUR OBJECTIVES AND ACTIVITIES**

### **Objectives**

The Company is established (a): for the advancement of the education of the public in all aspects of broadcasting, particularly but not exclusively, by

(i) the maintenance, improvement, training and development of the study, knowledge and understanding of broadcasting in all its aspects and particularly its subject-matter, its role in society, and its techniques;

(ii) the promotion of research into all aspects of broadcasting and the publication of the useful results of such research for the benefit of the public;

(iii) for the general benefit of the public in such manner as is charitable by promoting the continuance and improvement of high standards in broadcasting, both technical and artistic throughout the United Kingdom.

### **Activities**

VLV represents the citizen and consumer interests in broadcasting and speaks for listeners and viewers on the full range of broadcasting issues. It uses its independent expertise to champion quality and diversity in public service broadcasting, to respond to consultations, to produce policy briefings and to conduct research. VLV has no political, commercial or sectarian affiliations and is concerned with the issues, structures, institutions and regulations that underpin the British broadcasting system. VLV supports the principles of public service in broadcasting.

## **ACHIEVEMENT AND PERFORMANCE**

VLV has continued to be able to represent the interests of citizens to policymakers as the new BBC Charter was implemented and discussions about the future of Channel 4 have developed. At our Autumn Conference 2017 we heard from Sir Peter Bazalgette, Chairman of ITV, from Baroness Benjamin about the threatened future of free to air children's TV; at our Spring Conference in April 2018 Sir David Clementi updated us on developments at the BBC and we heard from Damian Collins MP, Chairman of the DCMS Select Committee.

A key lesson for VLV during the year has been that ensuring BBC transparency and accountability will be a significant challenge under the new Charter. While it will take time

for the new system to be established and implemented, VLV will need to work hard to ensure that the BBC engages effectively with licence fee payers.

This year we began implementing our new Five Year Strategy by employing a consultant to draft a digital strategy which we plan to implement in 2018-19.

## **PLANS FOR FUTURE PERIODS**

VLV's strategy focuses on five key activities: providing evidence for members and others interested in broadcasting; advocating for public service broadcasting; holding conferences and other events; maintaining and increasing VLV's impact in the public policy debate; developing VLV to be fit to fulfil its plans. Key for the future of VLV are individual strategies to increase its membership, develop its funding base and improve its marketing.

VLV intends to implement a new digital strategy during 2018-19 to provide its members with more regular information updates and engage the wider public with broadcasting issues. We hope this will increase the impact of VLV's work and attract new supporters. Through the effective implementation of our digital strategy we hope that this will help make VLV more sustainable, with new income streams.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing Instrument**

The organisation is a charitable company limited by guarantee, incorporated on the 2<sup>nd</sup> April 2002 and then registered as a charity on 22<sup>nd</sup> May 2013. The governing document is the memorandum and articles incorporated 02/04/2002 as amended by special resolution dated 05/02/2013. In the event of the company being wound up all full members are required to contribute an amount not exceeding £1.

### **Recruitment and appointment of new trustees**

The directors of the company are also the charity trustees for the purposes of charity law and under the company's Articles. Under the requirement of the Memorandum and Articles of Association (Article 54) the directors are appointed for an initial fixed term of up to three years and they are eligible for re-appointment for a second fixed term of up to three years. By agreeing on the 5<sup>th</sup> day of February 2013 (being the date that Article 54 was adopted) that the directors then in office shall be deemed to be serving the terms of office to which they were appointed, the cycle of staggering the appointments of new directors (trustees) was not interrupted.

All trustees give their time voluntarily and received no benefits from the charity. Any expenses reclaimed are set out in note 9.

Under Article 53 of the company's articles, no person may be appointed as a director unless he or she is also a member of the company and he or she has attained the age of 18. They are selected on the basis of their experience and skills. New directors can be co-opted to serve by the board of directors but they cannot be formally appointed until given a vote of approval by the membership at the next AGM.

### **Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The trustees have reviewed the risks to the charity in 2018-2019 and are in the process of taking appropriate action to mitigate any perceived risks.

### **Public benefit statement**

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing objectives and activities.

The Voice of the Listener and Viewer is an independent, non-profit-making membership organisation, free from political, commercial and sectarian affiliations, working for quality and diversity in British broadcasting. It represents the interests of listeners and viewers as citizens and consumers across the full range of broadcasting issues. For over 30 years, VLV has played a unique role in keeping a citizen's eye on major legislative proposals and action taken by regulators and broadcasters, enabling the voice of consumers to be heard, independent of the interests of political parties, industry players and other pressure groups.

## **FINANCIAL REVIEW**

### **Reserves Policy and going concern**

The trustees' policy is to maintain reserves so that in the event of a winding up they are sufficient to meet employee entitlement and other commitments.

Total Balance Sheet Funds	£
Represented by:	
Restricted Funds	£nil
Designated Reserves	£15,000
Unrestricted 'Free' Reserves	£38,237

#### Restricted

Restricted funds represent amounts donated to the charity at the balance sheet date of 31<sup>st</sup> May 2018 by third parties in respect of funding for specific projects. The amounts are set aside for use solely towards the projects they support and are broken down as follows:

Joseph Rowntree Charitable Trust (grant received £6,337 and £2,058 was b/fwd. from last year all funds were spent)

#### Designated

Of the remaining funds, the trustees have decided to set aside (designate) £15,000 to meet the costs of winding down the organisation if the need arises.

### Unrestricted (Free)

The remaining funds are to support the general expenditure of VLV. The trustees review the level of free reserves on an annual basis to ensure that funds are spent in a way that will provide the best return possible. This may be to meet any one of the Charity's strategic goals, such as providing funding for a specific project or be used to fund the cost of obtaining grants for larger projects.

This objective is balanced with the need to ensure that the charity has a level of free reserves that are available to meet any emergency expenditure requirements. In the worst-case scenario, it will enable the charity to be wound up in a responsible and ethical manner. To this end the trustees have decided that an appropriate level would be three month's cover on expenditure not covered by project related restricted grants. Based on the 2018 anticipated expenditure this is set at £15k.

The trustees have reviewed the financial circumstances of the charity and consider that there continues to be adequate resources available to fund the activities of the charity during 2018 and beyond, therefore the trustees are of the view that the charity is a going concern.

### **Investment Policy**

The trustees, having regard to the liquidity requirements of running the charity on a day to day basis, have kept available funds in an easy access interest-bearing deposit account.

### **Partners and Supporters**

Voice of the Listener and Viewer would like to thank the Joseph Rowntree Charitable Trust as well as its members and supporters for their invaluable assistance during the year to 31<sup>st</sup> May 2018

### **Trustee's responsibilities in relation to the financial statements and Financial review**

The charity trustees (who are also the directors of the Voice of the Listener and Viewer for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and UK accounting standards (UKGAAP)

Company law requires that the director/trustees 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 are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP;
- make judgements and estimates that are reasonable and prudent;



- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity company will continue in operation.

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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the UK governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Trustees who are also directors for the purposes of company law, in accordance with company law, as the company's directors, we certify that:

- so far as we are aware, there is no relevant information of which the company's independent examiner is unaware; and
- as the directors of the company we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant information and to establish that the charity's examiner is aware of that information.

This report was approved by the Board of Trustees on 8 November 2018 and signed on its behalf



Colin Browne – Chair  
Voice of the Listener and Viewer

## **Independent examiner's report to the trustees of The Voice of the Listener and Viewer**

I report on the accounts for the company for the year ended 31<sup>st</sup> May 2018.

### **Respective responsibilities of trustees and examiner**

The trustees (who are also the 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 (the 2011 Act) and that an independent examination is needed. The charity is required by company law to prepare accrued accounts and I am qualified to undertake the examination by being a Fellow Member and licenced accountant of the Association of Accounting Technicians

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:

- examine the accounts under section 145 of the 2011 Act
- 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
- to state whether particular matters have come to my attention.

### **Basis of independent examiner's 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:

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

- to keep accounting records in accordance with section 386 of the Companies Act 2006 and section 44(1)(a) of the 2005 Act and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of the Companies Act 2006, section 44(1)(b) and of the 2005 Act and Regulation 8 of 2006 Accounts Regulation and
- which are consistent with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities
- have not been met; or

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

Signed by  Date 15/11/18  
Jillian Shields FMAAT, The Old Rectory Business Centre, Springhead Road, Northfleet, Kent DA11 8HN

**VOICE OF THE LISTENER AND VIEWER**  
**Statement of Financial Activities for the year ending 31<sup>st</sup> May 2018**

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	2018 Total £	2017 Total £
	Notes					
<b>Income and endowments from:</b>						
Donations and legacies	2	36,394	-	-	36,394	24,838
Charitable Activities: -	3					
Public Engagement		18,220	-	3,485	21,705	22,387
Research		-	-	1,584	1,584	4,753
Policy and Advocacy		-	-	1,268	1,268	3,803
Investments and bank charge refund	4	89	-	-	89	3,236
<b>Total</b>		<b>54,703</b>	<b>-</b>	<b>6,337</b>	<b>61,040</b>	<b>59,017</b>
<b>Expenditure on:</b>						
Cost of Raising funds: -						
Fundraising costs		2,325	-	-	2,325	4,450
Governance	7	1,893	-	-	1,893	2,452
Charitable Activities: -	5,6					
Public Engagement		40,808	-	4,617	45,425	48,542
Research		5,435	-	2,099	7,534	6,354
Policy and Advocacy		3,995	-	1,679	5,674	4,796
<b>Total</b>		<b>54,456</b>	<b>-</b>	<b>8,395</b>	<b>62,851</b>	<b>66,594</b>
<b>Net income/(expenditure) and net movement in funds for the year</b>	15	247	-	(2,058)	(1,811)	(7,577)
<b>Reconciliation of Funds: Total funds brought forward</b>		37,990	15,000	2,058	55,048	62,625
<b>Total funds carried forward</b>		<b>38,237</b>	<b>15,000</b>	<b>-</b>	<b>53,237</b>	<b>55,048</b>

The accompanying accounting policies and notes form part of these financial statements

## Voice of the Listener and Viewer

Statement of Financial Position (Balance sheet) as at 31<sup>st</sup> May 2018

		2018	2018	2017	2017
		£	£	£	£
	Notes				
<b>Tangible Assets</b>					
Office Equipment	12	<u>5,947</u>		7,784	
<b>Current Assets</b>					
Cash at Bank		43,567		46,229	
Debtors	13	<u>4,939</u>		<u>2,227</u>	
Creditors: amounts falling due within one year	14	1,216		1,192	
<b>Net Current Assets</b>		<u>47,290</u>		<u>47,264</u>	
<b>Total Assets less liabilities</b>			<u>53,237</u>		<u>55,048</u>
<b>Funds</b>					
Unrestricted Funds			38,237		37,990
Designated Funds			15,000		15,000
Restricted Funds			-		2,058
<b>Total Funds</b>			<u>53,237</u>		<u>55,048</u>

These financial statements were approved and authorised for issue by the Board of Trustees

## Voice of the Listener and Viewer

Statement of Financial Position (Balance sheet) continued  
as at 31<sup>st</sup> May 2018

**Registered Company number: 04407712 (England and Wales)**

**Registered Charity Number: 1152136**

The charitable company is entitled to exemption from audit under section 477 of the Companies Act 2006 for the period ended 31<sup>st</sup> May 2018

The Trustees have not required the charitable company to obtain an audit of its financial statements for the period ended 31<sup>st</sup> May 2018 in accordance with section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for:

- (a) ensuring that the charitable company keep accounting records that comply with Sections 386 and 387 of the Companies Act 2006.
- (b) Preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Section 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.
- (c) The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102 (effective 1<sup>st</sup> January 2015) – (Charities SORP (FRS102))), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.
- (d) These accounts have been prepared in accordance with the provisions applicable to company's subject to the small companies' regime.;

On 8 November 2018 and were signed on its behalf by:



Colin Browne  
Director and Trustee

The accompanying accounting policies and notes form part of these financial statements

**Voice of the Listener and Viewer**  
**Statement of Cash Flows for the year ending 31<sup>st</sup> May 2018**

	2018	2017
	£	£
	Notes	
<b>Cash used in operating activities</b>	(2,751)	(4,051)
<b>Cash flows from investing activities</b>		
Interest income	89	146
Purchase of tangible fixed assets	-	-
<b>Cash provided by (used in) investing activities</b>	<u>89</u>	<u>146</u>
<b>Cash flows from financing activities</b>	<u>-</u>	<u>-</u>
Increase (decrease) in cash and cash equivalents in the year	(2,662)	(3,905)
Cash and cash equivalents at the beginning of the year	<u>46,229</u>	<u>50,134</u>
<b>Total cash and cash equivalents at the end of the year</b>	<u>43,567</u>	<u>46,229</u>

# Voice of the Listener and Viewer

## Notes to the Accounts

### 1. Accounting Policies

#### Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102 (effective 1<sup>st</sup> January 2015) – (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

The charitable company meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at the historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

#### Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Funds designated by the trustees for a specified purpose in the furtherance of the general objectives of the charity have been included within the Designated Fund.

Restricted funds include funds held for a specific purpose upon which restrictions have been imposed by the donor.

#### Incoming Resources, Donated services and facilities and interest receivable

Grants are recognised in the accounts when the charity becomes entitled to the grant.

Donations and gifts are included in full upon receipt. Any gift aid reclaimable is included at the time the donation was received.

Donated Services and facilities are included in the accounts where the value of the service can be quantified. The value of services provided by volunteers has not been included.

Income from investments is included when it becomes due.

Income from services provided is included on the date the service was performed.

#### Resources Expended

Resources expended are included in the Statement of Financial Activities on an accrual basis, inclusive of VAT. VAT is not recoverable.

#### Taxation

The charity is exempt from corporation tax on its charitable activities and the level of income from trading is currently below the level required for reporting to HMRC.

#### Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include administration which includes salaries and related costs. See note 7 for bases of allocation.

#### Tangible fixed assets

Individual fixed assets costing £1000 or more are capitalised at cost and depreciated over their estimated useful economic lives on a straight-line basis. See note 12

#### Stock

Stock is included at the lower of cost or net realisable value. The charity does not take donated items for resale.

#### Debtors

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

#### Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of 3 months or less.

#### Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

#### Financial Instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments.

#### Pensions

The charity fulfils its obligation to employees under the auto enrolment regulations when they became mandatory for the charity in 2015.



2. Income from donations and legacies

	Unrestricted	Restricted	2018 Total	2017 Total
	£	£	£	£
Donations	20,557	-	20,557	6,989
Membership	12,726	-	12,726	14,247
Gift Aid	3,111	-	3,111	3,602
	<u>36,394</u>	<u>-</u>	<u>36,394</u>	<u>24,838</u>

3. Incoming resources from charitable activities

	Unrestricted	Restricted	2018 Total	2017 Total
	£	£	£	£
GRANTS				
Joseph Rowntree	-	6,337	6,337	19,013
Charitable Trust				
OTHER INCOME				
Public engagement activities	18,220		18,220	11,930
	<u>18,220</u>	<u>6,337</u>	<u>24,557</u>	<u>30,943</u>

4. Investment income of £89 (2017 £146) is interest received from the interest-bearing bank deposit account.

5. Analysis of expenditure on Charitable activities

	Public Engagement	Research	Policy & Advocacy	Total
	£	£	£	2018 £
Advisors	7,080	7,534	5,674	20,288
Direct costs	18,243	-	-	18,243
Support costs (note 7)	20,102	-	-	20,102
	<u>45,425</u>	<u>7,534</u>	<u>5,674</u>	<u>58,633</u>

6. Summary analysis of expenditure and related income for charitable activities

This table shows the cost of the main charitable activities and the sources of income directly to support these activities

	Public Engagement	Research	Policy and Advocacy	Total
	£	£		2018 £
Costs	(45,425)	(7,534)	(5,674)	(58,633)
Direct grant support b/fwd.	1,132	514	412	2,058
Direct grant support 2018	3,485	1,584	1,268	6,337
Direct grant support c/fwd.	-	-	-	-
Net cost funded from other income	<u>(40,808)</u>	<u>(5,436)</u>	<u>(3,994)</u>	<u>(50,238)</u>

7. Analysis of Governance and support costs.

The charity identifies the costs of its support functions. It then identifies the costs which relate directly to governance then the remaining is apportioned according to the amount of time support employees spend on the charitable activities.

	Support	Governance	Total	Basis of apportionment
	£	£	£	
Trustee meetings & AGM		1018	1,018	Governance
Salaries	9,739	-	9,739	Time allocated
General office overheads	10,363	-	10,363	Time allocated
Independent examination	-	875	875	Governance
	<u>20,102</u>	<u>1,893</u>	<u>21,995</u>	

8. Net income/(expenditure) for the year

This is stated after charging:

	2018	2017
	£	£
Independent examiners services	<u>875</u>	<u>875</u>
	<u>875</u>	<u>875</u>

9. Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel.

	2018	2017
	£	£
Salaries and Wages	9,739	11,885
National Insurance costs	-	-
Trustee expenses AGM	1,018	1,577
	<u>10,757</u>	<u>16,984</u>

No employees had employee benefits in excess of £60,000 (2017: nil).

The trustees were not paid or received any other benefits from employment with the charity (2017: nil).

The total employee benefit of the key management personnel of the charity was £9,739

10. Staff Numbers

The average monthly head count was 1 staff

	2018 Number	2017 number
Public Engagement	1	1
Research	-	-
Policy and Advocacy	-	-
Fundraising	-	-
	<u>1</u>	<u>1</u>

11. There were no related party transactions

12. Tangible Fixed Assets

	Office Equipment	2017 Total
Cost	£	£
At 1 <sup>st</sup> June 2017	15,568	15,568
Additions	1,137	1,137
At 31 <sup>st</sup> May 2018	<u>16,705</u>	<u>16,705</u>
<b>Depreciation</b>		
At 1 <sup>st</sup> June 2017	7,784	7,784
Charge for the year	2,974	2,974
At 31 <sup>st</sup> May 2018	<u>10,758</u>	<u>10,758</u>
<b>Net book value</b>		
At 1 <sup>st</sup> June 2017	7,784	7,784
At 31 <sup>st</sup> May 2018	<u>5,947</u>	<u>5,947</u>

## 12. Debtors

	2018 Total	2017 Total
	£	£
Gift aid due	251	1,088
Other debtors	3,500	-
Prepayments	1,188	1,139
	<u>4,939</u>	<u>2,227</u>

## 13. Creditors

	2018 Total	2017 Total
	£	£
Accruals	1,216	1,302
	<u>1,216</u>	<u>1,302</u>

## 14. Analysis of charitable funds and Movement in Funds

	At 1 <sup>st</sup> June 2017	Net movement in funds	At 31 <sup>st</sup> May 2018
	£	£	£
<b>Unrestricted Funds</b>	37,990	247	38,237
<b>Restricted</b>			
Joseph Rowntree Charitable Trust	2,058	(2,058)	-
<b>Designated Fund</b>	15,000	-	15,000
<b>TOTAL FUNDS</b>	<u>55,048</u>	<u>(1,811)</u>	<u>53,237</u>
Net movement in funds included in above: -			
	Incoming Resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted Funds (General)</b>	54,703	54,456	247
<b>Designated</b>	-	-	-
<b>Restricted Funds</b>			
Joseph Rowntree Charitable Trust	6,337	8,395	(2,058)
<b>TOTAL FUNDS</b>	<u>61,040</u>	<u>62,851</u>	<u>(1,811)</u>