

TRANSFORMATION CORNWALL⁺

Annual Report 2019

TRANSFORMATION CORNWALL ANNUAL REPORT 2019

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About Transformation Cornwall:

Transformation Cornwall is a Joint Venture between the Diocese of Truro, the Methodist Church in Cornwall, Churches Together in Cornwall (CTC) and Church Urban Fund (CUF). Our priority is to strengthen and provide capacity building support to faith groups interested in developing social action and outreach, with a particular focus on anti-poverty work in Cornwall.

Our Mission is to strengthen faith based social action in Cornwall.

We work to tackle poverty and exclusion through our three core areas of work:

- Delivering the Meet the Funders programme.
- One to one support to Cornish faith groups to strengthen their social action.
- Strengthening links between faith based and mainstream organisations.

Our Vision is to see faith in action at the heart of flourishing communities in Cornwall.

Founded in 2010, Transformation Cornwall is a Registered Charity (No: 1138706) and a Company Limited by Guarantee (No: 07329249).

Transformation Cornwall Trustees:

We maintain a strong board of Trustees, who are committed to Transformation Cornwall and the work it carries out. The 2019 Trustees were/are:

Rev'd Steve Wild: Chair, Cornwall and Isles of Scilly Methodist District - Chair

Roger Carson: Retired MD of local house-building company - (Interim Vice Chair from Sept 19)

Nicolas Herian: Bishop's Council, Diocese of Truro

Glyn Jones: Retired Local Business Owner (joined May 19)

Dr Kathy Lang: IT Consultant, Author, Preacher, Poet

Jon Miles: Director of Development, Church Urban Fund

Rev'd Celia Phillips: Retired Minister, Cornwall and Isles of Scilly Methodist District

Penny Wilson: Retired Barrister (joined Oct 2019)

Rt Rev'd Dr Chris Goldsmith: Bishop of St Germans (Vice Chair, stood down Sept 2019)

Canon David Smith: Ecumenical Missioner Churches Together in Cornwall, (stood down May 2019)

Accountant: Yvonne Frost

Company Secretary: Rev'd Andrew Yates



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Staff Team and Base:

The Transformation Cornwall staff team consists of:

- Project Manager (32 hours a week);
- Admin Support (8 hours a week).
- Project Worker (21 hours a week) – current vacancy

The staff team at Transformation Cornwall is headed up by Jane Yeomans with Administration assistance from Rosey Sanders. We have a current vacancy for a part time Project Worker. The Diocese of Truro provides a 'hot desk' facility for the TC team at Church House.

Our three Core Areas of Work:

1. Meet the Funders programme.

Meet the Funders (MtF) is a year-long programme which supports and strengthens social action projects delivered by the Cornish community. Delivered in partnership with The Diocese of Truro and predominately faith orientated, the programme provides conferences and workshops which give networking opportunities, advice and support. The programme organises a large annual Spring event with invited local and national funders, and follows with a series of six smaller community workshops throughout Cornwall.

These workshops offer guidance on project development and management and an opportunity to share inspiring stories of transformation and celebrate good practice. We have run MtF in some guise over the last 8 years and it enjoys a strong reputation with participants and funders alike. We remain delighted by evaluation, attendances and support from all involved. Evaluation completed between 2016-2019 from MtF attendees showed:

100% are more aware of funding opportunities and have better awareness of the funding application process

90% have improved their fundraising confidence and skills

89% have submitted more applications to charitable trusts

87% have improved the quality of their services

83% have refurbished their building or created a brand-new building

81% have increased the number of people they support



'Thank you so much... It was a hugely helpful event, good to be able to chat briefly with so many funders - and to discover some I never knew existed.... We are now looking at a plan of action!'

(Delegate: Revd Alison Hardy, St Stephens Church, Launceston)

"It certainly was a success from my perspective and I had a lot of good conversations... When I arrived in the office this morning my colleague told me that he had received a call yesterday afternoon from a MTF delegate following my talk."

(Funder: Paul Playford, Allchurches Trust Ltd)



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Our three Core Areas of Work:

2. One-to-one support to Cornish faith groups to strengthen their social action.

We work ecumenically, supporting individuals and organisations through our 1:1 to inspire, inform and signpost.

We come alongside faith groups who want to take positive action and help them to become focused and effective.

We offer bespoke support and guidance to develop and strengthen social action projects in local communities. This support can include anything from clarifying the vision of a project, developing and maintaining a project team, identifying prospective funders, designing consultation events in communities and organisational governance. These requests for support come from a wide range of groups, many of whom are working with very vulnerable people and many of the groups are vulnerable themselves. One of the Projects that we have strengthened through our 1:1 support is The Oasis Centre in St Columb Major.

Case Study: The Oasis Centre

The Oasis Centre is for individuals who are vulnerable or housebound, including those who are isolated, infirm, disabled or elderly. It also provides a service to people with moderate to mild mental health issues; people suffering with dementia as well as those who support them; people who are unemployed and those who are bereaved.

Oasis runs weekly groups including its popular Wellbeing Cafe: a weekly drop in centre for anyone, providing the opportunity to chat, have a hot drink, take part in arts and crafts, play table games, read the papers etc. The Wellbeing Cafe organises monthly mini-coach outings to favourite local places. The Oasis Centre also runs a weekly Memory cafe and hosts Newquay Foodbank every Saturday morning and CAB monthly surgeries.



The Oasis Centre has a fantastic local and national reputation and in 2018 won the Silver Award in the Best Rural Project in England from the Christian Funders Forum.

How have Transformation Cornwall supported The Oasis Centre?

Transformation Cornwall have supported Oasis by providing advice on funding, governance, networking, project management and even developing opportunities to share their learning to inspire others. One of the founders of Oasis, Pat Walton said: 'Transformation Cornwall have played a vital role over a number of years in giving us advice with things like managing, recruiting and training trustees. They also helped us understand how to run a project and very importantly they have helped us know where to go to get funding.

Visit the Oasis Centre website [here](#)

'Transformation Cornwall (i) Enabled us to be responsive to the community's needs and issues and to access some of the funding needed to do this; (ii) Provided our board with lots of support and help so that it could develop and improve; (iii) Provided an external view of whether we've met different funders' aims. There are little ways too, like attending our annual meeting and speaking and giving an objective view.'
(Trustee Pat Walton, The Oasis Centre)



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Our three Core Areas of Work:

3. Strengthening links between faith and mainstream organisations.

Encouraging organisations to partner with others on key issues found in their communities and increase the reach and impact of their work. In October 2019, Transformation Cornwall partnered with Truro Diocese and the Department of Spiritual and Pastoral Care at Cornwall Partnership NHS Foundation Trust to host 'A Day on Faith and Mental Health'. The event brought together organisations such as Cornwall Samaritans and Cornwall Partnership Foundation Trust with local Churches and people with lived experience of mental ill health. Raising awareness and sharing solutions to mental health issues in our communities. Completed evaluation from attendees showed:

91% of respondents rated the day as good or excellent

75% of respondents increased their understanding of the Cornish Faith Community

84% of respondents increased their understanding of mental ill health

77% of respondents gained insight of how faith and mental health connect

87% of respondents will do more work in this area as a result of the event



"The day on Faith and Mental Health was brilliant. Apart from the excellent input up front and imaginative choice of seminars, the networking that was going on was invaluable.

Thank you so much for your hard work and vision." Archdeacon Paul Bryer, Diocese of Truro

Another way that we are strengthening links is through our membership of the 'Unity Group' of Churches Together in Cornwall (CTC). The Unity Group has developed SAM (Social Action Mapping by Cornish Churches) – an initiative to make church-led social action programmes better known to the wider community. SAM works with local Churches Together groups to identify projects operating in their area, recording the details in appropriate publicly accessible databases, websites and publications aiming to reach doctors surgeries, social prescribing agencies, council services and other agencies. In phase 2 SAM will seek to identify gaps in provision and explore ways they might be filled by and seek funding and partnerships to provide long term sustainability and continuous updating.

'Transformation Cornwall is a key player in Churches Together in Cornwall, linking us to faith-based social action across the county, bringing hands-on experience of issues, needs, hopes and fears, together with expertise in formulating practical solutions.'

Roger Mills, Ecumenical Missioner, Churches Together in Cornwall



Completed Work:

Food for Change Partnership

Transformation Cornwall completed its work in the Food for Change (FfC) Partnership in July 2019. Under a partnership led by Cornwall Food Foundation and supported by the European Social Fund, we employed a Community Support Worker to directly work with unemployed and economically inactive participants. The partnership used food (growing, trading and cooking) as a mechanism for engaging and enabling participants to navigate the 'system', and plan their way out of poverty.

Our involvement in this programme came in response to the All-Party Parliamentary Hunger and Food Poverty Enquiry (2014). The enquiry was jointly led by our then Chair, Bishop Tim Thornton.

In September 2019, we wrote a summary report on the 'Impact of Faith Organisations Supporting People Experiencing Food Poverty.'



Transformation Cornwall Support 2019:

This year we have:

- Directly supported organisations to access £813,166 of funding for social action projects in Cornwall.
- Engaged 26 Christian Churches in 1:1 work.
- Provided short term information / support to 40 organisations.
- Delivered 7 Meet the Funders events throughout Cornwall to 199 attendees.
- Supported 103 social action projects, working with approximately 183 volunteers to deliver support to 1005 beneficiaries in their communities.
- Directly supported 15 people into employment or training through our Food for Change partnership



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Transformation Cornwall Strategic Development:

Throughout 2019 Transformation Cornwall carried out an intense period of strategic planning. During which time we:

- Developed a comprehensive Transformation Cornwall Communications Plan.
- Designed and carried out online Trustee Skills Audits.
- Strategically reviewed our priorities and ways of working.
- Completed our 5-year Business Plan.
- Commissioned an external review on the work and impact of Transformation Cornwall.

In January 2019 Trustees agreed a Transformation Cornwall Communications Plan as a tool to communicate our work and have a more cohesive and effective impact. At that time, we also completed the first of our online Transformation Cornwall Trustee Skills audits – as a tool to map the expertise and interests of our Trustee Board and identifying any gaps for recruitment.

Transformation Cornwall Trustees and the wider team met with Church Urban Fund (CUF) representatives in February 2019 at an overnight strategic planning meeting at Epiphany House, Truro. At this meeting Trustees reviewed our core mission, values, and organisational plan with support from CUF. This work was continued at our Trustees July Planning Day where Trustees set out a future action plan. This work led to the November 2019 completion of our 5-year Business Plan.

In November 2019 an External Review of Transformation Cornwall's work was completed by James Baddeley from Civil Society Consulting. This review was part of CUF's strategic support for Transformation Cornwall. The external review assessed the value and impact of infrastructure support and local capacity-building, which Transformation Cornwall delivers to the Cornish faith community and concluded:

"It is clear that Transformation Cornwall is a vital resource to the faith sector in Cornwall providing high quality and responsive support, advice and guidance, depending on the particular needs of each particular group".



Thank you to our Supporters:

We want to express our thanks to all our supporters – the volunteers, partners, staff and funders who share our mission and enables us to continue to carry out this important work. We really couldn't do this without you.

Thank you One & All.

Signed:..... June 2020

On behalf of Transformation Cornwall Trustees



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"Easy, comfortable, friendly, professional, always there, reliable....I just think they're a great organisation and deserve all the support they can get both in terms of the organisation and in terms of all the people that work there."

Maureen Edwards, Ludgvan Church, Murley Hall 1:1 work.



'From our point of view as local funders, it is nice to discuss projects on a one to one basis and hearing about the needs of the County. Carrying out a presentation also saves time and resource for our organisation as we can reach a large target audience as opposed to individual enquiries.'

Funder at MtF Main Spring event. MtF Programme.



'Transformation Cornwall helped with the vision of what we were going to do with our building and helped us to meet other groups so that when we are ready we can develop partnerships with other organisations and groups. They also helped us to visit other buildings to find out how they have developed their buildings.'

Jane Bennett, Falmouth Methodist Church 1:1 work.

'Transformation Cornwall lifted us to a level where we are a lot more professional so we can deal with all issues that might come up when running a service with lots of volunteers e.g. legislation etc'

Rita Stephen, Cornwall Faith Forum 1:1 work.



'Transformation Cornwall have been a key partner for us for a long time since the early days of our vision and project. Early on they were a key help in consulting people, helping us understand how to do this properly – they didn't do it for us but they gave us the guidance tools and resources so we could do it really well ourselves.'

Rev'd Jeremy Putnam, Truro Life House Project.

'Meet the Funders was a great start to my journey into fundraising. It was so helpful to have many major funders together in one space and here how things are from their side. It helped to de-mystify some aspects of applying for grants with a reminder that behind the online applications, real people are engaging with projects. I learnt that each funder's criteria is very specific to them and it is absolutely vital to read through all of the information they provide before applying, but ultimately, funders do want to help.'

Jac Smith of Truro Lifehouse Project, Delegate MtF Main Spring event. MtF Programme.



ANNUAL REPORT 2019

**TRANSFORMATION
CORNWALL⁺**

Report to the Trustees for the year ended 31st December 2019

The Trustees, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and the independently examined financial statements for the year ended 31st December 2019.

The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" in preparing the annual report and financial statements of the charity.

Governing document

MEMORANDUM AND ARTICLES OF ASSOCIATION INCORPORATED 28 July 2010

Our aim is to provide capacity building support to groups interested in developing social action and outreach, with a particular focus on anti-poverty work in Cornwall. The support is flexible, bespoke and available to faith and non-faith groups.

How our activities deliver public benefit

We believe the above activities are carried out for the public benefit.

Risk Assessment

The Trustees have assessed the major risks to which the charity is exposed, and are satisfied that as far as possible, systems are in place to mitigate exposure to the major risks.

Reserves Policy

Transformation Cornwall should have unrestricted reserves of between three and six months running costs.

Trustees' Responsibilities Statement – Charitable Company

The trustees (who are the directors of Transformation Cornwall 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 Policies).

In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP 2015 (FRS 102)
- 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 charitable company will continue in operation

The Trustees are responsible for keeping adequate accounting records that 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 charitable 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 information of which the charitable company's independent examiner is unaware; and
- The Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the independent examiner is aware of that information.

By Order of the Trustees

This report was approved by the Trustees on

On behalf of the Trustees.....

Rev. Steve Wild

Chair of Trustees

Independent Examiner's Report to the Trustees of Transformation Cornwall

I report on the accounts of the company for the year ended 31st December 2019 which are set out on pages 12 to 18

Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Dick Maule FCA
3 Penlee View Terrace, Penzance, TR18 4HZ
Date

Transformation Cornwall

Statement of Financial Activities for the year ended 31st December 2019

	Unrestricted Funds 31st December 2019 £	Restricted Funds 31st December 2019 £	Total Funds 31st December 2019 £	Total Funds 31st December 2018 £
Income				
Donations	28,322	-	28,322	10
Investment income				
Interest	68	-	68	19
Income from charitable activities:				
Grants and contracts	<u>20,087</u>	<u>11,500</u>	<u>31,587</u>	<u>54,500</u>
Total	<u>48,476</u>	<u>11,500</u>	<u>59,976</u>	<u>54,529</u>
Expenditure				
Charitable activities	<u>35,578</u>	<u>11,500</u>	<u>47,078</u>	<u>55,052</u>
Total	<u>35,578</u>	<u>11,500</u>	<u>47,078</u>	<u>55,052</u>
Net income/[expenditure]	12,898	-	12,898	(523)
Total funds at 1st.January 2019	<u>33,816</u>	<u>500</u>	<u>34,316</u>	<u>34,839</u>
Total funds carried forward	<u><u>46,714</u></u>	<u><u>500</u></u>	<u><u>47,214</u></u>	<u><u>34,316</u></u>

Balance sheet as at 31st December 2019

		2019	2018
	Notes	£	£
Fixed assets	6	<u>1,013</u>	<u>1,351</u>
Current assets			
Debtors	5	-	1,054
Cash at bank		<u>51,088</u>	<u>32,571</u>
		51,088	33,625
Current liabilities			
Creditors: amounts falling due within 12 months	2	<u>(4,887)</u>	<u>(660)</u>
Net Current assets		<u>46,200</u>	<u>32,965</u>
Net assets		<u>47,214</u>	<u>34,316</u>
Unrestricted funds			
General funds		46,714	33,816
Restricted funds	4	<u>500</u>	<u>500</u>
		<u>47,214</u>	<u>34,316</u>

For the year ended 31st December 2019

The company was entitled to the exemption from audit under section 477 of the Companies Act 2006

The members have not requested the company to obtain an audit in accordance with section 476 of the Companies Act 2006 relating to small companies. The directors acknowledge their responsibility for complying with the requirements of the act with respect to accounting records and for the preparation of the accounts.

The financial statements were approved and authorised for issue by the trustees on dated:-

and signed on their behalf by:

On behalf of the Trustees

.....

dated:-

Notes to the accounts for the year ended 31st December 2019

(1) Principal Accounting Policies

The principal accounting policies adopted in the preparation of the financial statements are set out below and have remained unchanged from the previous year.

(a) Basis of preparation

The charity constitutes a public benefit entity as defined by FRS 102. 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 (FRS 102) 2nd edition the Charities Act 2011 and the Companies Act 2006.

The financial statements have been prepared under the historical cost convention.

(b) Fund accounting

[i] Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

[ii] Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.

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

(c) Income

Income is included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income.

[i] Income received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

[ii] Donated services and facilities are included at the value to the charity where this can be quantified.

[iii] The value of services provided by volunteers has not been included in these accounts.

[iv] Investment income is included when receivable.

[v] Income from charitable trading activity are accounted for when earned.

[vi] Income from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

(d) Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered

[i] Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.

[ii] 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

[iii] All 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, others are apportioned on an appropriate basis.

Transformation Cornwall

Notes to the accounts for the year ended 31st December 2019

(e) Fixed Assets

Fixed assets are written off over the expected useful life of the asset on the straight line basis at 25% per annum.

(2) Creditors and accruals

	2019	2018
	£	£
Sundry creditors	<u>4,887</u>	<u>660</u>

(3) Capital commitments and contingent liabilities

There are none at 31st December 2019.

(4) Movements in funds

	Balance 1st. January	2019 Income	Expenditure	Balance Transfers	Balance 31st December
	£	£	£	£	2019 £
Unrestricted funds					
General Fund	<u>33,816</u>	<u>48,476</u>	<u>(35,578)</u>	<u>-</u>	<u>46,714</u>
Restricted funds					
Diocese of Truro	-	1,500	(1,500)	-	-
Camelford Childrens Fund	500	-	-	-	500
Big Lottery Awards for All	<u>-</u>	<u>10,000</u>	<u>(10,000)</u>	<u>-</u>	<u>-</u>
	<u>500</u>	<u>11,500</u>	<u>(11,500)</u>	<u>-</u>	<u>500</u>

Prior year

	Balance 1st. January	2018 Income	Expenditure	Balance Transfers	Balance 31st. Dec
	£	£	£	£	2018 £
Unrestricted funds					
General Fund	<u>34,339</u>	<u>53,029</u>	<u>(53,552)</u>	<u>-</u>	<u>33,816</u>
Restricted funds					
Diocese of Truro	-	1,500	(1,500)	-	-
Camelford Childrens Fund	500	-	-	-	500
	<u>500</u>	<u>1,500</u>	<u>(1,500)</u>	<u>-</u>	<u>500</u>

Transformation Cornwall

Notes to the accounts for the year ended 31st December 2019

(5) Debtors

	2019	2018
	£	£
Sundry debtors	<u>-</u>	<u>1,054</u>

(6) Tangible Assets

	Fittings & equipment £
Cost:	
balance brought forward	<u>4,105</u>
Depreciation	
balance brought forward	2,754
charge for the year	<u>338</u>
	<u>3,092</u>
Net book value at 31st December 2019	<u>1,013</u>
Net book value at 31st December 2018	<u>1,351</u>

(7) Expenditure

	Charitable activities £	Total 2019 £
Bank Charges	88	60
Computer and Internet Expenses	1,874	861
Computer equipment written off	-	439
Depreciation Expense	338	338
Dues and Subscriptions	100	-
Insurance Expense	672	630
Meals and Entertainment	1,024	1,045
Miscellaneous Expense	93	-
Office Expense: Print post stationery and photocopying	684	666
Payroll Expenses	35,824	28,104
Professional Fees: Accounts, Book-keeping & Payroll	2,809	1,923
Professional Fees: Development Co-ordinator	-	17,913
Professional Fees: Legal Fees	692	-
Room Hire	670	440
Small Tools and Equipment	-	124
Telephone	10	150
Travel and Meetings: Travel	1,825	2,208
Independent Examination Fees	<u>375</u>	<u>150</u>
	<u>47,078</u>	<u>55,052</u>

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Notes to the accounts for the year ended 31st December 2019

(8) Analysis of net assets between funds

	General Funds	Restricted Funds
	£	£
Tangible fixed assets	1,013	-
Current assets	50,588	500
Current liabilities	(4,887)	-
Net assets at 31st December 2019	<u>46,714</u>	<u>500</u>

(9) Employee information

	2019	2018
Number of employees		
Receiving emoluments of less than £60,000.	2	2
The average weekly number of employees during the year were calculated on the basis of average monthly head count.		
Salaries and wages	32,623	21,960
Social security costs	<u>2,465</u>	<u>1,372</u>
	35,088	23,332
Pension contribution	<u>736</u>	<u>127</u>
	<u>35,824</u>	<u>23,459</u>

(10) Trustees information

	£	£
Trustees remuneration and expenses	<u>-</u>	<u>-</u>
The trustees received no remuneration.		
Related party transaction:	There were none this year.	

(11) Funds received as an agent

	£	£
Amount received	30,413	32,732
Amount paid out	<u>30,413</u>	<u>32,612</u>
Balance held at period end	<u>-</u>	<u>120</u>

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Notes to the accounts for the year ended 31st December 2019

(12) Analysis of prior year funds [required by F.R.S.102].

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Statement of Financial Activities for the year ended 31st December 2018

	Unrestricted Funds 31st Dec 2018 £	Restricted Funds 31st Dec 2018 £	Total Funds 31st Dec 2018 £	Total Funds 31st Dec 2017 £
Income				
Donations	10	-	10	135
Investment income				
Interest	19	-	19	17
Other	-	-	-	646
Income from charitable activities:				
Grants and contracts	<u>53,000</u>	<u>1,500</u>	<u>54,500</u>	<u>58,397</u>
Total	<u>53,029</u>	<u>1,500</u>	<u>54,529</u>	<u>59,195</u>
Expenditure				
Charitable activities	<u>53,552</u>	<u>1,500</u>	<u>55,052</u>	<u>58,154</u>
Total	<u>53,552</u>	<u>1,500</u>	<u>55,052</u>	<u>58,154</u>
Net income/[expenditure]	(523)	-	(523)	1,041
Total funds at 1st.January 2018	<u>34,339</u>	<u>500</u>	<u>34,839</u>	<u>33,798</u>
Total funds carried forward	<u><u>33,816</u></u>	<u><u>500</u></u>	<u><u>34,316</u></u>	<u><u>34,839</u></u>