

**The Foundry Sheffield**  
**Unaudited Financial Statements**  
**30 June 2019**

ALLEN, WEST AND FOSTER  
Chartered accountants  
2 Broomgrove Road  
Sheffield  
S10 2LR

# The Foundry Sheffield

## Financial Statements

Year ended 30 June 2019

	Page
Trustees' annual report	1
Independent examiner's report to the trustees	5
Statement of financial activities	6
Statement of financial position	7
Notes to the financial statements	8
<b>The following pages do not form part of the financial statements</b>	
Detailed statement of financial activities	16
Notes to the detailed statement of financial activities	17

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# The Foundry Sheffield

## Trustees' Annual Report

### Year ended 30 June 2019

The trustees present their report and the unaudited financial statements of the charity for the year ended 30 June 2019.

#### Reference and administrative details

<b>Registered charity name</b>	The Foundry Sheffield
<b>Charity registration number</b>	1162688
<b>Principal office</b>	The Foundry Sheffield c/o Victoria Hall Methodist Church Norfolk Street Sheffield S1 2JB

#### The trustees

Mr D Burton  
Rev P G Borkett - Chair  
Mrs P Boulton  
Rev J Haigh - Vice Chair  
Mr H J Hoyes  
Rev J S Mullis  
Mr S W Clark

<b>Independent examiner</b>	Mr S D Allen FCCA ACA 2 Broomgrove Road Sheffield S10 2LR
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#### Structure, governance and management

The Foundry Sheffield is a Charitable Incorporated Organisation and a registered charity. The charity's governing documents are its Constitution.

Policy decisions of the charity are taken by the trustees. Up to three trustees may be nominated by Victoria Hall Methodist Church Council, up to three trustees may be nominated from the Sheffield Circuit by the Sheffield Circuit Meeting, 1 trustee may be nominated by the Sheffield District of the Methodist Church, the Minister of Victoria Hall Methodist Church is an ex-officio trustee of The Foundry Sheffield and one of the Super-intendants of the Sheffield Circuit is an ex-officio trustee of The Foundry Sheffield and up to three trustees may be co-opted by the elected trustees by reason of their knowledge, skills and experience are able to make a contribution to the work and objects of the CIO. Trustees stand for a period of 3 years and coopted trustees are appointed for a maximum of one year but may be co-opted for a further period of one year.

# The Foundry Sheffield

## Trustees' Annual Report *(continued)*

### Year ended 30 June 2019

#### Objectives and activities

1. Charitable objectives are to promote the benefits of the inhabitants of the city of Sheffield and elsewhere. Without distinction of sex, sexual orientation, age, race or of the political, religious or other opinions by associating the local authorities, voluntary and other organisations and inhabitants in a common effort to relieve poverty and advance education, and to provide facilities in the interest of social welfare for recreation and leisure-time occupation, and to relieve unemployment, with the object of improving the condition of life for the said inhabitants.

2. The promotion of the voluntary sector for the public benefit of providing low cost accommodation and facilities in central Sheffield for voluntary sector organisations. (The voluntary sector means charities and voluntary organisations).

#### Review of Activities

This is the third full year of operating since the lease began and at the end of the period the building provided a base for the following organisations:

- ASSIST, Faithstar
- University of the Third Age, Central Deaf Club
- Urban Theology Unit, SY Refugee Law and Justice
- Age Active, Plus Me Positive about Change
- Methodist District Office
- City of Sanctuary
- Victoria Hall Methodist Church

Other regular users include Sheffield Philharmonic Orchestra, Drink Wise Age Well, Sheffield ME Group, Sheffield Live at Home, Cambridge Market Research, Sheffield Music Hub plus a wide range of other groups, charities and organisations.

The Sunday Centre provides a cooked meal for homeless clients each week and City of Sanctuary and their partners run a weekly drop in for asylum seekers.

Around 1500 people use the building each week to varied activities including AGMs, musical events, concerts and political hustings.

We also managed to have tenants in place for all of our shops including Thou Art, Samaritans, 35 Chapel Walk and most recently City of Sanctuary.

During the year we held our first Service of Celebration and invited all our users to a pre-Christmas event celebrating all that happens within the building and a chance to network over afternoon tea.

# **The Foundry Sheffield**

## **Trustees' Annual Report** *(continued)*

### **Year ended 30 June 2019**

#### **Achievements and performance**

The Foundry Sheffield was formed on 16 July 2015 and since then has focussed its energies on expanding the Board of Trustees and completing of initial foundational activities with additional Trustees joining the organisation and the two sub-groups working well. We have developed our website and social media presence.

All shops and office space are now full and during the year the Trustees have begun implementation the strategy to develop space for events in the building with additional staffing capacity and money invested in booking systems. Early results are positive with some good progress has been made with some great events taking place including ROCO European Conference, Green Christian Conference, U3A Annual General Meeting, Opera on Location and Sheffield Music Hub concert.

The loan from Victoria Hall Methodist Church has now been repaid and the repayments of the loan from the Sheffield Methodist Circuit is now almost complete. We have continued to redevelop parts of the building as funds are available and as we have been able to secure grant funding. This year we developed the Committee room and we plan to continue this over the coming years.

The staff team have been a great asset for the organisation and are supported by 10 volunteers who cover our reception desk. During the year the Trustee team has grown increasing the number of people and skills available to lead and develop the organisation. A new 5 year strategic plan has been produced.

# The Foundry Sheffield

## Trustees' Annual Report *(continued)*

Year ended 30 June 2019

### Financial review

#### Unrestricted funds

As seen on page 6 the charity made a surplus during this financial year and the amount of external grant (restricted) income has increased dramatically. Providing good customer service remains at the heart of the organisation resulting in the development of long term partnerships with customers such as City of Sanctuary who have developed from being the tenant of a small office to taking over one of our shops to become the Sanctuary.

We continue to develop the number and variety of events that take place in the Victoria Hall - developing our unrestricted income and controlling expenditure is an ongoing priority.

The unrestricted funds at the year end stood at £38,135 (2018 : £18,379).

#### Restricted funds

The following "Restricted grants" were received during the year -

Half of the total Heritage Fund of £188,000 (£94,000) - Grant to develop City Centre Events Space partnership project starting in June 2019 which will support the development of events in the building learning from Central Hall Westminster and in partnership with The Priory Methodist Church in Doncaster. Part of this project will fund a new Building Manager post within the The Foundry Sheffield.

Grant from Awards for All for £9,950.00 enabled us to refurbish the Committee Room and dramatically improve the appearance of our side reception space and staircase.

The restricted funds at the year end stood at £94,000 (2018 : Nil).

#### Reserves policy

The aim of the Trustees is to build our reserves up to 3 months expenditure to provide sufficient funds that, in the event of a significant drop in income, they will be able to continue the charities activities while consideration is given to way in which additional funds may be raised.

#### Investment policy


The Trustees have liquid funds held in Unity Trust Bank and a Deposit Account with the Central Finance Board. Amounts in each bank at the £85k guaranteed limit.

The trustees' annual report was approved on 9 January 2020 and signed on behalf of the board of trustees by:

Rev P G Borkett, Chair  
Trustee



Rev J Haigh - Vice Chair  
Trustee



# The Foundry Sheffield

## Independent Examiner's Report to the Trustees of The Foundry Sheffield

### Year ended 30 June 2019

I report to the trustees on my examination of the financial statements of The Foundry Sheffield ('the charity') for the year ended 30 June 2019.

#### Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

I have completed my examination. I confirm that no material 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 charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



Mr S D Allen FCCA ACA  
Independent Examiner

2 Broomgrove Road  
Sheffield  
S10 2LR

9 January 2020

# The Foundry Sheffield

## Statement of Financial Activities

Year ended 30 June 2019

		Unrestricted funds £	2019 Restricted funds £	Total funds £	2018 Total funds £
	Note				
<b>Income and endowments</b>					
Donations and legacies	4	–	103,950	<b>103,950</b>	18,209
Charitable activities	5	198,193	–	<b>198,193</b>	199,005
Investment income	6	217	–	<b>217</b>	82
Other income	7	11,148	–	<b>11,148</b>	4,458
<b>Total income</b>		<u>209,558</u>	<u>103,950</u>	<u><b>313,508</b></u>	<u>221,754</u>
<b>Expenditure</b>					
Expenditure on charitable activities	8,9	189,802	9,950	<b>199,752</b>	196,039
<b>Total expenditure</b>		<u>189,802</u>	<u>9,950</u>	<u><b>199,752</b></u>	<u>196,039</u>
<b>Net income and net movement in funds</b>		<u>19,756</u>	<u>94,000</u>	<u><b>113,756</b></u>	<u>25,715</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		18,379	–	<b>18,379</b>	(7,336)
<b>Total funds carried forward</b>		<u>38,135</u>	<u>94,000</u>	<u><b>132,135</b></u>	<u>18,379</u>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

The notes on pages 8 to 14 form part of these financial statements.



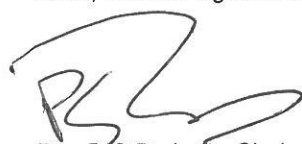
# The Foundry Sheffield

## Statement of Financial Position

30 June 2019

	Note	2019 £	2018 £
<b>Current assets</b>			
Debtors	14	15,675	8,982
Cash at bank and in hand		<u>141,401</u>	<u>47,909</u>
		157,076	56,891
<b>Creditors: amounts falling due within one year</b>	15	<u>24,941</u>	<u>28,512</u>
<b>Net current assets</b>		<u>132,135</u>	<u>28,379</u>
<b>Total assets less current liabilities</b>		<u>132,135</u>	<u>28,379</u>
<b>Creditors: amounts falling due after more than one year</b>	16	<u>—</u>	<u>10,000</u>
<b>Net assets</b>		<u><u>132,135</u></u>	<u><u>18,379</u></u>
<b>Funds of the charity</b>			
Restricted funds		94,000	—
Unrestricted funds		<u>38,135</u>	<u>18,379</u>
<b>Total charity funds</b>	18	<u><u>132,135</u></u>	<u><u>18,379</u></u>

These financial statements were approved by the board of trustees and authorised for issue on 9 January 2020, and are signed on behalf of the board by:



Rev P G Borkett - Chair  
Trustee

Rev J Haigh - Vice Chair  
Trustee



The notes on pages 8 to 14 form part of these financial statements.

# The Foundry Sheffield

## Notes to the Financial Statements

### Year ended 30 June 2019

#### 1. General information

The charity is a public benefit entity and a registered charity in England and Wales and is unincorporated. The address of the principal office is The Foundry Sheffield, c/o Victoria Hall Methodist Church, Norfolk Street, Sheffield, S1 2JB.

#### 2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities Act 2011.

#### 3. Accounting policies

##### Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### Going concern

There are no material uncertainties about the charity's ability to continue.

##### Disclosure exemptions

In line with the Charities SORP (FRS102) Update Bulletin 1:

(a) No cash flow statement has been presented for the company.

##### Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

##### Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

# The Foundry Sheffield

## Notes to the Financial Statements *(continued)*

### Year ended 30 June 2019

#### 3. Accounting policies *(continued)*

##### Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

##### Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

##### Financial instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

# The Foundry Sheffield

## Notes to the Financial Statements *(continued)*

### Year ended 30 June 2019

#### 3. Accounting policies *(continued)*

##### Financial instruments *(continued)*

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

##### Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

#### 4. Donations and legacies

	Restricted Funds £	Total Funds 2019 £	Restricted Funds £	Total Funds 2018 £
<b>Grants</b>				
Grants	103,950	103,950	18,209	18,209

#### 5. Charitable activities

	Unrestricted Funds £	Total Funds 2019 £	Unrestricted Funds £	Total Funds 2018 £
Rental of venue	<u>198,193</u>	<u>198,193</u>	<u>199,005</u>	<u>199,005</u>

# The Foundry Sheffield

## Notes to the Financial Statements *(continued)*

Year ended 30 June 2019

### 6. Investment income

	Unrestricted Funds	Total Funds 2019	Unrestricted Funds	Total Funds 2018
	£	£	£	£
Bank interest	217	217	82	82

### 7. Other income

	Unrestricted Funds	Total Funds 2019	Unrestricted Funds	Total Funds 2018
	£	£	£	£
Other charitable income	11,148	11,148	4,458	4,458

### 8. Expenditure on charitable activities by fund type

	Unrestricted Funds	Restricted Funds	Total Funds 2019
	£	£	£
Charitable activities	169,954	9,950	179,904
Support costs	19,848	—	19,848
	189,802	9,950	199,752

	Unrestricted Funds	Restricted Funds	Total Funds 2018
	£	£	£
Charitable activities	159,695	18,209	177,904
Support costs	18,135	—	18,135
	177,830	18,209	196,039

### 9. Expenditure on charitable activities by activity type

	Activities undertaken directly	Support costs	Total funds 2019	Total fund 2018
	£	£	£	£
Charitable activities	179,904	15,168	195,072	191,473
Governance costs	—	4,680	4,680	4,566
	179,904	19,848	199,752	196,039

### 10. Analysis of support costs

	Analysis of support costs	Total 2019	Total 2018
	£	£	£
Premises	9,317	9,317	8,454
General office	5,852	5,852	5,115
	15,169	15,169	13,569

# The Foundry Sheffield

## Notes to the Financial Statements *(continued)*

### Year ended 30 June 2019

#### 11. Independent examination fees

	2019	2018
	£	£
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>1,440</u>	<u>1,440</u>

#### 12. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2019	2018
	£	£
Wages and salaries	88,503	85,682
Social security costs	189	—
Employer contributions to pension plans	<u>742</u>	<u>382</u>
	<u>89,434</u>	<u>86,064</u>

The average head count of employees during the year was 8 (2018: 8). The average number of full-time equivalent employees during the year is analysed as follows:

	2019	2018
	No.	No.
Administrative staff	2	2
Caretakers & cleaners	<u>6</u>	<u>6</u>
	<u>8</u>	<u>8</u>

No employee received employee benefits of more than £60,000 during the year (2018: Nil).

#### 13. Trustee remuneration and expenses

No remuneration was paid to trustees in the period (2018: Nil) nor were any expenses reimbursed to them (2018: Nil).

#### 14. Debtors

	2019	2018
	£	£
Trade debtors	5,172	5,600
Prepayments and accrued income	<u>10,503</u>	<u>3,382</u>
	<u>15,675</u>	<u>8,982</u>

#### 15. Creditors: amounts falling due within one year

	2019	2018
	£	£
Loans and overdrafts	10,000	15,000
Trade creditors	2,918	2,301
Accruals and deferred income	11,014	11,211
Social security and other taxes	453	—
Other creditors	<u>556</u>	<u>—</u>
	<u>24,941</u>	<u>28,512</u>

# The Foundry Sheffield

## Notes to the Financial Statements *(continued)*

### Year ended 30 June 2019

#### 16. Creditors: amounts falling due after more than one year

	2019 £	2018 £
Loans and overdrafts	<u>—</u>	<u>10,000</u>

#### 17. Pensions and other post retirement benefits

##### Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £742 (2018: £382).

#### 18. Analysis of charitable funds

##### Unrestricted funds

	At 1 July 2018 £	Income £	Expenditure £	At 30 June 2019 £
General funds	<u>18,379</u>	<u>209,558</u>	<u>(189,802)</u>	<u>38,135</u>

	At 1 July 2017 £	Income £	Expenditure £	At 30 June 2018 £
General funds	<u>(7,336)</u>	<u>203,545</u>	<u>(177,830)</u>	<u>18,379</u>

##### Restricted funds

	At 1 July 2018 £	Income £	Expenditure £	At 30 June 2019 £
Awards for All	—	9,950	(9,950)	—
National Heritage Lottery Fund	—	94,000	—	<u>94,000</u>
	<u>—</u>	<u>103,950</u>	<u>(9,950)</u>	<u>94,000</u>

	At 1 July 2017 £	Income £	Expenditure £	At 30 June 2018 £
South Yorkshire Community Foundation	—	9,210	(9,210)	—
Home Office	—	8,999	(8,999)	—
Awards for All	—	—	—	—
National Heritage Lottery Fund	—	—	—	—
	<u>—</u>	<u>18,209</u>	<u>(18,209)</u>	<u>—</u>

# The Foundry Sheffield

## Notes to the Financial Statements *(continued)*

### Year ended 30 June 2019

#### 19. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £
Current assets	63,076	94,000	157,076
Creditors less than 1 year	(24,941)	—	(24,941)
Creditors greater than 1 year	—	—	—
<b>Net assets</b>	<b>38,135</b>	<b>94,000</b>	<b>132,135</b>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £
Current assets	56,891	—	56,891
Creditors less than 1 year	(28,512)	—	(28,512)
Creditors greater than 1 year	(10,000)	—	(10,000)
<b>Net assets</b>	<b>18,379</b>	<b>—</b>	<b>18,379</b>



# **The Foundry Sheffield**

## **Management Information**

**Year ended 30 June 2019**

**The following pages do not form part of the financial statements.**

# The Foundry Sheffield

## Detailed Statement of Financial Activities

Year ended 30 June 2019

	2019 £	2018 £
<b>Income and endowments</b>		
<b>Donations and legacies</b>		
Grants	<u>103,950</u>	<u>18,209</u>
<b>Charitable activities</b>		
Rental of venue	<u>198,193</u>	<u>199,005</u>
<b>Investment income</b>		
Bank interest	<u>217</u>	<u>82</u>
<b>Other income</b>		
Other charitable income	<u>11,148</u>	<u>4,458</u>
<b>Total income</b>	<u><u>313,508</u></u>	<u><u>221,754</u></u>
<b>Expenditure</b>		
<b>Expenditure on charitable activities</b>		
Wages and salaries	88,503	85,682
Employer's NIC	189	—
Pension costs	742	382
Rent & rates	1,711	1,831
Utilities	36,805	36,234
Repairs & maintenance	37,247	32,345
Insurance	12,836	12,814
Security costs	274	6,527
Administration costs	256	729
Volunteer expenses	858	307
Professional fees	7,573	3,867
Telephone	1,745	1,046
Printing, postage & stationery	2,711	3,185
Advertising	175	4,493
Bank charges	240	126
Equipment expenses	2,004	1,407
Cleaning	3,856	4,170
Conference & meetings	1,973	783
Sundry expenses	54	111
	<u>199,752</u>	<u>196,039</u>
<b>Total expenditure</b>	<u><u>199,752</u></u>	<u><u>196,039</u></u>
<b>Net income</b>	<u><u>113,756</u></u>	<u><u>25,715</u></u>

# The Foundry Sheffield

## Notes to the Detailed Statement of Financial Activities

Year ended 30 June 2019

	2019 £	2018 £
<b>Expenditure on charitable activities</b>		
<b>Charitable activities</b>		
<i>Activities undertaken directly</i>		
Wages/salaries	85,503	82,682
Employer's NIC	189	—
Pension costs	742	382
Utilities	36,805	36,234
Repairs & maintenance	37,247	32,345
Insurance	12,836	12,814
Security costs	274	6,527
Professional fees	6,133	2,427
Advertising	175	4,493
	<u>179,904</u>	<u>177,904</u>
<b>Support costs</b>		
Rent & rates	1,711	1,831
Administration costs	256	729
Volunteer expenses	858	307
Telephone	1,745	1,046
Printing, postage & stationery	2,711	3,185
Equipment expenses	2,004	1,407
Cleaning	3,856	4,170
Conference & meetings	1,973	783
Sundry expenses	54	111
	<u>15,168</u>	<u>13,569</u>
<b>Governance costs</b>		
Wages/salaries	3,000	3,000
Independent examination	1,440	1,440
Bank charges	240	126
	<u>4,680</u>	<u>4,566</u>
<b>Expenditure on charitable activities</b>	<u><u>199,752</u></u>	<u><u>196,039</u></u>