

THE WILTSHIRE BOBBY VAN TRUST
(a Charitable Incorporated Organisation)

TRUSTEES' REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2020

Charity Number:- 1153790

The Alanbrookes Group Ltd
t/a J S Weeks & Co
Accountants
Devizes

THE WILTSHIRE BOBBY VAN TRUST

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THE WILTSHIRE BOBBY VAN TRUST
FOR THE YEAR ENDED 31 MARCH 2020

Charity Information

Organisation Type	Charitable Incorporated Organisation	
Patron	HRH The Duchess of Cornwall	
Vice Patrons	The Marchioness of Lansdowne Mrs Annette Lynton Mason Claire Perry MP (resigned October 2019)	
Trustees	Robert Hiscox DL – Chairman Mark Cann Sara Jones CBE DL (resigned December 2019) Jeremy Major – Treasurer (resigned October 2019) Dame Elizabeth Neville DBE DL (resigned October 2019) John Nokes Col. Robert Richardson-Aitken Lucinda Stafford-Deitsch (resigned October 2019) Chief Constable Kier Pritchard Craig Baker (appointed October 2019) Emily Tulloch (appointed October 2019) Marion Deegan (appointed December 2019) Lucinda Baker (appointed March 2020)	
Director	Jennie Shaw	
Operators	Kathleen Williams Sally Raubenheimer Doug Batchelor Mick Leighfield Will Todd	Co-ordinator Co-ordinator Van operator Van operator Van operator
Charity Number	1153790	
Charity Office	Hazeland Mill Bremhill Calne Wiltshire, SN11 9LJ	
Operation Office	Devizes Police Station New Park Street Devizes Wiltshire, SN10 1DZ Tel:- 01380 861155 Email:- bobbyvan@wiltshire.pnn.police.uk	
Accountants	The Alanbrookes Group Ltd t/a J S Weeks & Co 10 Market Place Devizes Wiltshire, SN10 1HT	
Bankers	Lloyds Bank Plc 38 Market Place Devizes Wiltshire, SN10 1JD	

THE WILTSHIRE BOBBY VAN TRUST
TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2020

The Trustees present their report and the accounts for the year ended 31 March 2020.

Reference and Administration Details

The charity information and list of trustees who have served during the year are detailed on page 1.

Structure, Governance and Management

The appointment of trustees is governed by the Trust Deed of the charity. The Board of Trustees is authorised to fill vacancies arising through the resignation or death of an existing trustee or to strengthen the committee.

Objectives and Activities

The objects of the charity are to promote for the public benefit the protection of people and property, the prevention of criminal acts and the reduction of the fear of crime.

The Trust protects the most vulnerable people in Wiltshire and Swindon by providing physical security to the homes of the over 60s and 18+ with a registered disability who have become, or are at risk of becoming, victims of house crime, or domestic abuse. We also provide advice on avoiding cyber-crime which has become a major threat, especially to elderly and vulnerable people.

The 'Bobby' operators carry out full home security and fire risk assessments before fitting the appropriate hardware for each client. This service and the equipment are provided free to all eligible clients. They secure approximately 1,500 homes each year thereby reducing the fear of crime, the incidence of crime or re-victimisation and allowing people to live with a feeling of safety in their own home.

The launch of the new Stay Safe Online initiative in May 2017 has been a welcome addition to the Bobby Van's remit. Our team of 7 volunteers advise and educate our clients on all aspects of online safety either at their own home or at group talks. The use of computers is often essential to our clients and they are very vulnerable to exploitation by theft and by deceit from unscrupulous fraudsters.

The Trustees, in reviewing the Charity's aim and objectives and in planning activities, have considered the Charity Commission's guidance on public benefit. The Trustees are content with the degree and scope of public benefit the Charity provides.

Achievements and Performance

The Bobby operators have visited 1,545 homes in the past financial year; 261 of these were in response to a crime being committed; 229 domestic abuse victims were visited, 127 people received 1:1 home visits to educate and advise them on their online safety and 926 homes were secured on pro-active visits to elderly and vulnerable people who didn't feel they had adequate security to feel safe.

Our teams have delivered 172 talks to community groups attended by over 2,500 people to promote our services and give advice on home, personal and online safety.

Financial Reserves Policy

The Trust's reserve policy is one of maintaining a capital reserve to be able to meet and respond to the needs of the community it serves; this means that it must be prepared to vary its method of operation to meet new challenges. Changes may include the purchase of capital equipment and the employment of additional staff. We are aware that the new cyber advice service could need considerable resources.

THE WILTSHIRE BOBBY VAN TRUST
TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2020

.....Continued

Investment Policy

The trustees have the power to invest in such assets as they see fit. All investment opportunities are chosen with due regard to the level of risk and ethical considerations.

The current aim is preservation of capital with an overall return balanced between capital growth and income. The trustees delegate the management to the Finance Committee consisting of Robert Hiscox and Mark Cann, and the portfolio is discussed at each meeting of trustees.

Risk Management

The Trustees have assessed the risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity, and are satisfied that proper systems and controls are in place to mitigate exposure to foreseeable risks.

Approval

This report was approved by the trustees on 16 November 2020 and signed on their behalf by:



.....
Robert Hiscox
Chairman of Trustees

THE WILTSHIRE BOBBY VAN TRUST

Report of the Independent Examiner To The Trustees of The Wiltshire Bobby Van Trust

I report on the accounts of the charity for the year ended 31 March 2020, which are set out on pages 5 to 13.

Respective Responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's 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.

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 Commissioners (under section 145(5)(b) of the 2011 Act); and
- to state whether any 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 Commissioners. 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 of 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 explanation, 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 130 of the 2011 Act, and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act,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.



.....
Mrs B A Moss FCA
The Alanbrookes Group Ltd t/a J S Weeks & Co
10 Market Place
Devizes
Wiltshire, SN10 1HT

16 November 2020

THE WILTSHIRE BOBBY VAN TRUST
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2020

	Notes	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Total Funds 2019 £
Incoming Resources					
Incoming Resources from Generated Funds:-					
<i>Voluntary Income:</i>					
Donations and Gifts	2	74,162	-	74,162	120,358
<i>Activities for Generating Funds:</i>					
Fundraising Events		62,836	-	62,836	91,809
Investment Income	3	22,167	-	22,167	25,616
Total Incoming Resources		<u>159,165</u>	<u>-</u>	<u>159,165</u>	<u>237,783</u>
Resources Expended:-					
<i>Costs of Generating Funds:</i>					
Investment Management Costs	4	1,619	-	1,619	1,610
Charitable Activities	4	<u>259,925</u>	<u>-</u>	<u>259,925</u>	<u>241,432</u>
Total Charitable Expenditure		<u>261,544</u>	<u>-</u>	<u>261,544</u>	<u>243,042</u>
Governance Costs	4	<u>15,202</u>	<u>-</u>	<u>15,202</u>	<u>10,163</u>
Total Resources Expended		<u>276,746</u>	<u>-</u>	<u>276,746</u>	<u>253,205</u>
Net Incoming/(Outgoing) Resources before Other Recognised Gains and Losses		(117,581)	-	(117,581)	(15,422)
Other Recognised Gains and (Losses)	5	<u>(75,647)</u>	<u>-</u>	<u>(75,647)</u>	<u>25,921</u>
Net Movement in Funds		<u>(193,228)</u>	<u>-</u>	<u>(193,228)</u>	<u>10,499</u>
Reconciliation of Funds					
Total Funds Brought Forward		<u>891,995</u>	<u>-</u>	<u>891,995</u>	<u>881,496</u>
Total Funds Carried Forward		<u><u>698,767</u></u>	<u><u>-</u></u>	<u><u>698,767</u></u>	<u><u>891,995</u></u>

The notes on pages 7 to 13 form an integral part of the accounts

THE WILTSHIRE BOBBY VAN TRUST

BALANCE SHEET

AS AT 31 MARCH 2020

	Notes	2020 £	2019 £
Fixed Assets			
Investments	8	657,611	733,258
Current Assets			
Stock		33,704	37,136
Debtors and Prepayments	9	10,707	13,865
Cash at Bank and in Hand		34,375	146,816
		<u>78,786</u>	<u>197,817</u>
Creditors: Amounts Falling Due Within One Year	10	<u>(37,630)</u>	<u>(39,080)</u>
Net Current Assets		41,156	158,737
Net Assets		<u>698,767</u>	<u>891,995</u>
Represented by:-			
Unrestricted Income Funds:-			
General Fund		274,139	391,569
Designated Revaluation Fund		124,628	200,426
Designated Contingency Reserve		300,000	300,000
		<u>698,767</u>	<u>891,995</u>
Restricted Income Funds		-	-
Total Funds	11	<u>698,767</u>	<u>891,995</u>

The accounts were approved by the Trustees on 16 November 2020 and signed on their behalf by:



.....
Robert Hiscox
Chairman of Trustees

The notes on pages 7 to 13 form an integral part of the accounts

THE WILTSHIRE BOBBY VAN TRUST
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2020

1. Accounting Policies

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

1.1. Basis of Accounting

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to the accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16 July 2014 and the Financial Reporting Standard 102 (FRS102) Section 1A and the Charities Act 2011.

1.2. Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

1.3. Incoming Resources

All incoming resources are 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:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable.
- Investment income is included when receivable.

1.4. Resources Expended

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

- Costs of generating funds comprise the costs associated with attracting voluntary income.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the costs linked to the strategic management of the charity.
- 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.

1.5. Fixed Assets

Investments held as fixed assets are revalued at the balance sheet date with any gain or loss being taken to the Statement of Financial Activities.

THE WILTSHIRE BOBBY VAN TRUST
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2020

.....Continued

2. Donations and Gifts

	2020	2019
	£	£
Personal	34,403	42,277
Trusts	16,850	24,150
Legacy	3,295	32,500
Business and Sponsorship	3,330	6,356
Clubs and Societies	6,412	2,769
Parish Councils	1,190	1,115
County, Town and District Councils	525	-
Gift Aid Tax Refunds	3,307	6,691
Fire and Rescue	4,850	4,500
	<u>74,162</u>	<u>120,358</u>

3. Investment Income

	2020	2019
	£	£
Bank interest receivable	1,119	1,105
Investment portfolio income receivable	21,048	24,511
	<u>22,167</u>	<u>25,616</u>

THE WILTSHIRE BOBBY VAN TRUST
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2020

.....Continued

4. Total Resources Expended

	Charitable Activities £	Governance £	Total 2020 £	Total 2019 £
Costs Directly Allocated To Activities				
Security Hardware:-				
Opening Stock	37,136	-	37,136	31,432
Purchases in the Year	29,319	-	29,319	41,025
Closing Stock	(33,704)	-	(33,704)	(37,136)
	<u>32,751</u>	<u>-</u>	<u>32,751</u>	<u>35,321</u>
Salaries and Pensions (Including Employer's National Insurance)	140,665	-	140,665	133,235
Van Leasing and Expenses	28,483	-	28,483	28,597
Support Costs Allocated to Activities				
Sundry Expenses	219	-	219	180
Publicity, Promotions and Event Costs	22,173	-	22,173	5,981
Charitable Donations	970	-	970	-
Accountancy	-	1,260	1,260	1,200
Insurance	534	-	534	528
Consultancy Fees and Expenses	32,930	13,942	46,872	44,813
Computer Consumables	1,200	-	1,200	1,740
Investment Management Fees	1,619	-	1,619	1,610
	<u>261,544</u>	<u>15,202</u>	<u>276,746</u>	<u>253,205</u>

5. Other Recognised Gains and (Losses)

	2020 £	2019 £
Gains/(Losses) on Revaluation of Investments	(75,647)	30,053
Gains/(Losses) on Disposal of Investments	-	(4,132)
	<u>(75,647)</u>	<u>25,921</u>

THE WILTSHIRE BOBBY VAN TRUST
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2020

.....Continued

6. The Wiltshire Police Authority met the following costs on behalf of the trust:

Insurance
Uniforms
Co-ordinators Travel Expenses
Staff Training, Supervision and Support
Office Accommodation
Heating and Lighting
Telephone
Printing, Postage and Stationery
Office Equipment Repairs and Renewals
Vehicle Running Costs

7. **Staff Costs and Numbers**

All staff are employees of Wiltshire Police, they are line managed by Wiltshire Police and adhere to Police procedures and policies.

Staff costs were as follows:

	2020	2019
	£	£
Salaries and Pensions (including employer's national insurance)	140,665	133,235
	<u> </u>	<u> </u>

The average number of employees during the year was five (2019 – five).

THE WILTSHIRE BOBBY VAN TRUST
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2020

.....Continued

8. Fixed Asset Investments

	Listed Investments £	
Cost or Valuation		
As at 1 April 2019	733,258	
Additions at cost	-	
Disposal at valuation	-	
(Losses) on revaluation	(75,647)	
	<u>657,611</u>	
As at 31 March 2020		
Historical cost:		
As at 31 March 2020	<u>532,983</u>	
As at 31 March 2019	<u>532,983</u>	
Carrying amount as at 31 March	2020 £	2019 £
Smith & Williamson investment portfolio	<u>657,611</u>	<u>733,258</u>

9. Debtors and Prepayments

	2020 £	2019 £
Trade Debtors	891	4,050
Prepayments	9,816	9,815
	<u>10,707</u>	<u>13,865</u>

10. Creditors: Amounts Falling Due Within One Year

	2020 £	2019 £
Trade Creditors	36,229	37,880
Accruals	1,401	1,200
	<u>37,630</u>	<u>39,080</u>

THE WILTSHIRE BOBBY VAN TRUST
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2020

.....Continued

11. Movement in Funds

	Balance at 1 April 2019 £	Incoming Resources £	Resources Expended £	Other Gains & Losses £	Transfers £	Balance at 31 March 2020 £
Unrestricted Funds:-						
General Fund	391,569	159,165	(276,746)	-	151	274,139
<i>Designated funds:</i>						
Revaluation Reserve	200,426	-	-	(75,647)	(151)	124,628
Contingency Reserve	300,000	-	-	-	-	300,000
Restricted Funds:-	-	-	-	-	-	-
Total Funds	891,995	159,165	(276,746)	(75,647)	-	698,767

Purpose of Designated Funds

Revaluation Reserve Fund

The revaluation reserve fund represents the amount by which the fair value of investments exceed their historical cost, being unrealised gains.

Contingency Reserve Fund

The trustees have designated sufficient funds in the contingency reserve to cover redundancy and other costs in the event that the charity has to be discontinued through lack of funding.

THE WILTSHIRE BOBBY VAN TRUST
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2020

.....Continued

12. Analysis of Net Assets between Funds

	General Fund £	Designated Funds £	Restricted Funds £	Total £
Investments	232,983	424,628	-	657,611
Current Assets	78,786	-	-	78,786
Current Liabilities	(37,630)	-	-	(37,630)
	<u>274,139</u>	<u>424,628</u>	<u>-</u>	<u>698,767</u>

13. Trustee Remuneration and Related Party Transactions

None of the trustees received any remuneration or reimbursement of expenses during the year.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year.