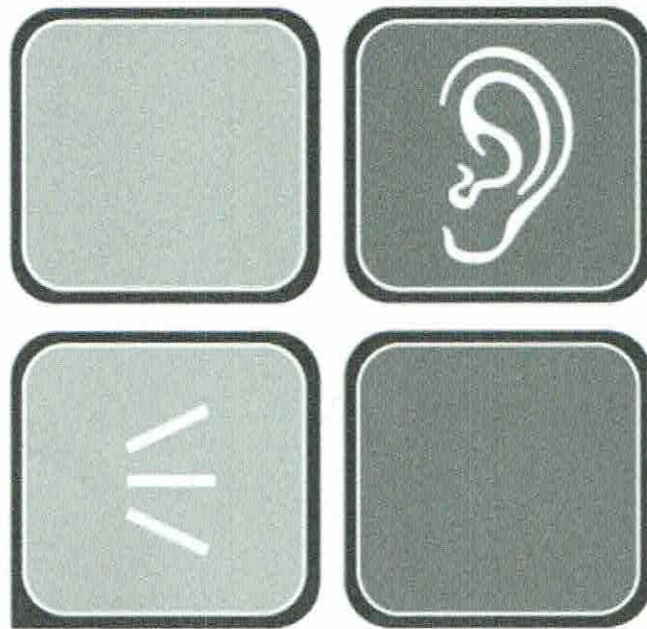


# Batias Independent Advocacy Service

## TRUSTEES REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020



# BATIAS

Empowering people to lead a full and active life that reflects  
personal choice

Registered Charity no: 1016226

Company no: 2776330

# **Batias Independent Advocacy Service**

**Company Limited by Guarantee**

**Financial Statements**

**Year ended 31 March 2020**

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# Batias Independent Advocacy Service

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report)

#### Year ended 31 March 2020

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The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2020.

#### Reference and administrative details

Registered charity name	Batias Independent Advocacy Service
Charity registration number	1016226
Company registration number	2776330
Principal office and registered office	The Beehive Voluntary & Community Resource Centre West Street Grays Essex RM17 6XP

#### The trustees

All Trustees give their time voluntarily, receiving no remuneration or other benefits. The Trustees retire and are re-elected onto the Board by full voting members at the AGM. New Trustees can be appointed to the Board during the year, but they must also retire at the AGM and be re-elected. The minimum number of Board members is 3 with a maximum of 15. All Board members will be subject to a Disclosure and Barring Service check. Those who served as Trustees and are also directors of the company, during the year were as follows:

R. Evans	
S. Fisher	(resigned 30 July 2020)
S. Langsdale	
C. Talbot	
A. White	(resigned 28 January 2020)
V. McConnell	
D. Leaman	(Appointed 17 December 2020)
C. Howells	(resigned 1 August 2019)
C. Derry	(Appointed 16 March 2020 & resigned 25 May 2020)

Company secretary R. Evans

Independent Examiner Daniel Mobbs FCCA  
Whittington Raymond Ltd  
Chartered Certified Accountants  
Foremost House  
Radford Way  
Billericay  
Essex, CM12 0BT

Bankers Lloyds TSB Bank plc  
34 High Street  
Grays  
Essex, RM17 6LX

## Batias Independent Advocacy Service

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 March 2020

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### Operational Structure – management team:

Chief Officer	Georgina Parkin
Advocacy Manager	Angie Cahill (resigned 15 November 2019)
Finance Manager	Sam Foster

BATIAS recruits Trustees through editorial in local papers, posts on community newsletters, social media and at promotional events, volunteer centres and VCS websites. Their participation and involvement with the service must not only reflect the skills and experiences that they can bring to the organisation but also their belief in the ethos of advocacy and the desire to make positive changes in the lives of the vulnerable people that are supported. As part of the review of the governance practices and procedures, any person wishing to become a Trustee will meet initially with the Chief Officer; they will be provided with an overview of the organisation, including the Vision, Mission and Values, operational structure, service provision, strategic aims and information detailing the legal obligations of being a trustee.

Should they wish to progress their application further they will then be invited to observe at a Board meeting, after which the Chair will arrange to meet them to discuss their reasons for wanting to support the charity, their understanding of the services that are provided and the expectation and commitment required to be an effective BATIAS Trustee.

Each Board member receives a detailed Handbook and is offered the opportunity to undertake both external and internal training. Sub-groups are established as required, and have covered in the past year: Policies, Procedures and Guidelines; Health & Safety; Fundraising, Promotional Activities and Social Media. This has enabled more specific and focussed discussions to be held. Any decisions taken in these groups are ratified at the full Board meetings.

The Chief Officer is responsible for managing the service on a day to day basis; this includes maintaining regular contact with the management team as listed above, to ensure effective delivery of the BATIAS services. A report is submitted to the Board members at the six weekly Board meetings by the Chief Officer and senior Managers, which highlights progress on work streams, key issues of concern and decisions that require Board approval. An additional report from the Finance Manager covers the current financial status of the organisation.

The Staff Team work closely with a wide range of other organisations and services in Health, Social Care, Voluntary and Community Groups. BATIAS representatives have participated in a range of professional meetings including the Learning Disability Partnership in Southend, the Disability Partnership in Thurrock, the Autism Partnership Board in Essex and the Thurrock Healthwatch Advisory Board.



## **Batias Independent Advocacy Service**

**Company Limited by Guarantee**

**Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

**Year ended 31 March 2020**

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### **Structure, governance and management**

The charity is controlled by its governing document, a deed of trust and memorandum and articles of association and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006. It is exempt under section 60 of the Companies Act of 2006 from the use of "Limited" within its name.

### **Objectives and activities**

The Objects, as set out in the Memorandum of Association, are:

"To relieve young people and adults with learning difficulties and/or physical impairments and/or mental ill health who cannot realise their full potential and lead fulfilling lives without assistance, particularly by the provision of a service to (a) assist such persons to obtain their full rights and privileges as a citizen and (b) provide advice to such persons."

In planning the on-going service provision, the Trustees have considered how the charity meets the Charity Commission's guidance on public benefit. BATIAS primarily supports people with learning disabilities and vulnerable adults; this includes people with limited communication skills and complex physical impairments. In line with the charity's objectives, the organisation has provided additional services to people with mental health problems and dementia. All services and activities are offered regardless of the person's personal background, faith, gender or personal circumstance. Our aim is, through the delivery of a range of advocacy services, to enable people to be empowered to have control over their lives and to become active members within their local community. Although primarily the service is focussed on the clients using services, benefits are gained through the advocacy support by parents, carers and the general community. Advocacy is provided free of charge and this year the charity has supported over 400 people.

The organisation appreciates the continued support of its funders and actively seeks to secure further funding which will enable it to not only provide its core service but to develop projects that will meet specific needs of our clients.

### **Strategic report**

The following sections for achievements and performance and financial review form the strategic report of the charity

### **COVID 19**

The current COVID 19 pandemic has meant, that to continue to meet the obligations of our contracted work and to continue to support our clients we have had to adapt our operational model. We have used resources such as Zoom and Microsoft Teams and through these mediums have been able to maintain contact with as many of our clients as possible. We also, where restrictions have allowed, held small group meetings. These have been subject to detailed Risk Assessments which have strictly adhered to.

## **Batias Independent Advocacy Service**

**Company Limited by Guarantee**

**Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

**Year ended 31 March 2020**

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### **Risk Review**

The Trustees recognise that it is best practice to conduct their review of the major risks to which the charity is exposed and ensure systems are established to mitigate those risks. Internal risks have been minimised by the implementation of procedures for the authorisation of all transactions and projects. These procedures will be periodically reviewed to ensure that they still meet the needs of the charity. In addition to this, BATIAS continues to hold, until June 2019, the National Advocacy Quality Performance Mark, an evidence-based quality assurance programme. All of the Business procedures are reviewed regularly to ensure that they still meet the needs of the charity and to consider whether any additional risks have become apparent. The organisation has undergone a process to develop a new Strategic Plan for implementation from 2019 onwards to reflect the changing external environment and ensure that the organisation continues to meet the requirements of the contracted service delivery as well as plan for financial sustainability for the future.

### **Service Provision**

BATIAS plans to strive to continue to deliver advocacy services in the foreseeable future through the provision of formal, self and citizen advocacy, these services are defined as:

#### **Formal advocacy**

Delivered by professional advocates who work with clients on specific issues or concerns, the aim of this provision being to ensure that people are empowered to make informed choices, have their voices heard and their wishes and choices recognised on key issues in their lives. Advocacy provision covers a very broad spectrum of need from housing, finance, family issues and the more serious situations of child protection and safeguarding children and vulnerable adults. All formal advocates receive regular updated training on the legal processes and follow the Southend, Essex and Thurrock (SET) Safeguarding Vulnerable Adults and/or Children Guidelines and Procedures.

Formal advocacy contracts covering 2019-20 are with:

**In Essex**, BATIAS is a partner in the Essex Advocacy Partnership of 8 organisations, led by Support, Empower, Advocate and Protect (SEAP). Now in its third year of the contract, BATIAS is subcontracted by SEAP to deliver the advocacy, including statutory Care Act advocacy, in South and West Essex for people with learning disabilities. This contract was re-tendered in 2018. Our partnership was not successful in retaining the contract. This contract represents a major income stream for BATIAS.

**Housing Support Advocacy** – BATIAS successfully bid for funding from the Lloyds Bank Foundation and since July 2016 has been delivering advocacy to a small number of clients across South Essex, including the Unitary Authorities of Southend and Thurrock. The advocate is able to work longer term with clients, supporting them throughout the process of deciding on their future accommodation, ensuring they make informed choices and their voices are heard when these important decisions are being made.

**In Southend**, BATIAS, in partnership with SouthEast Essex Advocacy Services, have been awarded a three contract to provide formal advocacy in Southend. BATIAS will be providing advocacy for those with learning disabilities. This contract starts 1<sup>st</sup> April 2019 and represents a major income stream for BATIAS.



## **Batias Independent Advocacy Service**

**Company Limited by Guarantee**

**Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

**Year ended 31 March 2020**

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### **Self-advocacy**

Through group participation, people gain confidence and develop greater communication skills through peer support. Self-advocacy activities provide an opportunity for people to consider, over a longer period of time, issues or areas of concern which they can discuss on an equitable basis with like-minded people. This area of the service continues to be able to secure financial support through a range of funding sources. We have been successful in obtaining funding for two 'test and progress' projects, one from the Big Lottery Awards for All and one from Children in Need.

**Keeping Safe** - BATIAS delivers self-advocacy groups in a range of locations across South Essex. In Thurrock and Essex the Keeping Safe projects have enabled participants to consider how best to increase their personal safety at home or in the community; there has been a particular focus on Hate Crime to empower individuals to speak out. The organisation was successful in gaining a small amount of grant funding to develop the Safe Places project in Thurrock; this community safety initiative recruits community venues where people with learning disabilities can go if they feel unsafe when they are out and about in their community, and staff in the venue can make a phone call on their behalf to a designated person the individual trusts.

**Zero 5** - The BATIAS Zero 5 Social Club in South Ockendon has gone from strength to strength, with members continuing to be involved in most aspects of delivering the club, including fundraising. We have committed funding for this to March 2020.

**User Engagement Essex** – we have built on our successful partnership with SUMMIT delivering the User Engagement Project to ensure the voices of the people who use services are part of the planning processes for the future. This contract ends 31 May 2019.

### **Citizen advocacy and volunteering**

A citizen advocate is a volunteer who is matched with a person with a learning disability to establish a long term partnership, aiming to enable a far greater level of social inclusion to take place with the citizen advocate supporting the individual to access the local community and its facilities on a regular basis. The Citizen advocate may be, in some cases, the only truly independent person who is not paid to be part of the individual's life, and with many of our service users with little or no family it is another way of ensuring that people are safe and well looked after.

Citizen Advocacy has always been a very important part of the BATIAS provision but we currently have no funding streams associated with this work. It is a big commitment to become a citizen advocate the volunteer time required to make a successful partnership can be extremely daunting and currently there is only 1 active partnership which is less than we would wish.

BATIAS encourages volunteers to get involved with all aspects of the service, providing additional support at promotional events, fundraising and helping out at self-advocacy groups. We are extremely grateful to all of our volunteers who support the work of the organisation.

### **Client and Expert by Experience involvement within BATIAS**

Out of a staff team of 12, 4 are service user employees who assist at self-advocacy groups and community events. BATIAS has a very active Expert by Experience Board member who is involved in key roles in other local groups for people with learning disabilities. We are continuously looking at ways to effectively involve our clients and have an easy read Compliments/Complaints feedback form that is actively encouraged and regularly completed both after receiving a service and whilst attending self-advocacy groups.

## **Batias Independent Advocacy Service**

### **Company Limited by Guarantee**

#### **Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

**Year ended 31 March 2020**

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##### **Management:**

The BATIAS Management Team have met every 2 to 3 weeks to consider any operational or staffing issues. Regular line-management, casework and peer supervision, and thrice yearly Team Meetings are facilitated by the Management Team. Training is provided as required either on an individual basis or in group sessions.

##### **External Environment:**

The external environment continues to be extremely challenging during the ongoing periods of national political changes and uncertainty. Outcome based commissioning is now the direction of travel for most of the formal advocacy work as any provision becomes more issue based and short term interventions. Some tenders are weighted towards price rather than quality which can give national providers, through their economies of scale, an advantage, which has certainly had an impact on some of the contracts which we have previously delivered. Tendering authorities have consistently reduced the funding available to bid for, while maintaining or increasing the expectations of the service to be delivered. BATIAS recognises that partnership and consortium working continue to be part of the present and future market place. More contracts are delivered where payment is made against services delivered as opposed to anticipated provision and this brings additional challenges.

Advocacy is delivered against achieving the best possible outcomes for our clients and we have a range of innovative methods to capture this information and we continue to strive to ensure these are in place.

##### **Funding and Social Media:**

The delivery of core advocacy provision continues to be funded by local authorities through commissioned contracts. BATIAS recognises that, in order to sustain a range of advocacy provision in addition to the statutory requirement, independent sources of income need to be secured to provide a level of financial sustainability.

A small level of community fundraising has always taken place, with local residents and groups having been very supportive at times of crisis. However, the Board recognises that fundraising initiatives must become more strategic and use social media to support this. The BATIAS Administrator leads on social media and regularly updates the website, Facebook page, and twitter account, supported by project staff using social media platforms to raise awareness of their specific areas of responsibility. The organisation continues to receive very small levels of donations through [virginmoneygiving.com](http://virginmoneygiving.com).

##### **Reserves Policy:**

96% of BATIAS's income is derived from grants / service level agreements, of which none are guaranteed beyond their current agreement period. The Board have reviewed the level of reserves and agreed that at least 3 months expenditure will continue to be ring-fenced in free reserves which will safeguard the continued provision of the services for a period long enough to obtain alternative sources of funding or take the necessary action to dissolve the organisation. With the increase in staff service and ages, BATIAS continues to regularly review the sum that should be ring fenced in case there is a need to make staff redundant, this figure being currently £17,000.



# Batias Independent Advocacy Service

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2020

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#### Financial review

There was a deficit of £44,509 for the financial year ending 31 March 2020, this compared to a deficit of £37,879 for 2019.

Total income for 2020, including bank interest received, was £146,027 (2019: £182,624). Total expenditure for the year was £190,536 (2019: £220,503).

Total reserves stood at £53,423 on 31 March 2020 (2019: £97,932). The total reserve includes designated funds of £20,000 which are funds that would be required to meet the Charity's statutory obligation to its employees and other costs in the unlikely event that the charity is wound up.

The external environment going forward is one of uncertainty and change, it is therefore vitally important that BATIAS continues to maintain as wide an income base as possible.

The Trustees would like to thank the finance and administrative staff, Samantha Foster and Erika McCusker, for their assistance with finance, payroll and accounting matters.

#### Statement of Trustees' Responsibilities:

Company Law requires the trustees, who are also company directors, to prepare financial year-end figures which give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that year. In preparing those financial statements the directors are required to:

- Select suitable accounting policies and then apply them consistently
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare financial statements on a going-concern basis unless it is inappropriate to presume that the company will continue in business


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

#### Independent Examiner

Daniel Mobbs FCCA of Whittington Raymond Limited has been appointed as independent examiner for the ensuing year.

The trustees' annual report and the strategic report were approved on 25/02/21 and signed on behalf of the board of trustees by:

R. Evans  
Trustee



## Batias Independent Advocacy Service

### Company Limited by Guarantee

### Independent Examiner's Report to the Trustees of Batias Independent Advocacy Service

Year ended 31 March 2020

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I report to the charity trustees on my examination of the financial statements for the year ended 31 March 2020, which comprise the statement of financial activities (including income and expenditure account), statement of financial position and the related notes.

#### Responsibilities and basis of report

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

Having satisfied myself that the financial statements of the charity 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 charity's financial statements 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) of the 2011 Act.

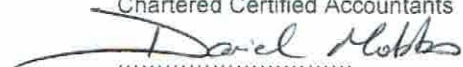
#### Independent examiner's statement

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:

1. Accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. The financial statements do not accord with those records; or
3. The financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the financial statements give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. The financial statements 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 financial statements 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 the report in order to enable a proper understanding of the financial statements to be reached.

Daniel Mobbs FCCA, Independent Examiner  
Whittington Raymond Ltd  
Chartered Certified Accountants



25.02.2021

Foremost House  
Radford Way  
Billericay  
Essex  
CM12 0BT

# Batias Independent Advocacy Service

Company Limited by Guarantee

## Statement of Financial Activities (including income and expenditure account)

31 March 2020

		2020	2020	2020	2019
		Unrestricted	Restricted	Total funds	Total funds
	Note	Funds	Funds		
		£	£	£	£
Income and endowments					
Donations and legacies	6	143,813	2,173	145,986	182,557
Investment income	7	41	-	41	67
<b>Total income</b>		<b>143,854</b>	<b>2,173</b>	<b>146,027</b>	<b>182,624</b>
Expenditure					
Resources expended	8	190,536	-	190,536	220,503
Transfer		(2,173)	2,173	-	-
<b>Total expenditure</b>		<b>188,363</b>	<b>2,173</b>	<b>190,536</b>	<b>220,503</b>
<b>Net income/(expenditure) and net movement in funds</b>		<b>(44,509)</b>	<b>-</b>	<b>(44,509)</b>	<b>(37,879)</b>
Reconciliation of funds					
Total funds brought forward		97,932	-	97,932	135,811
<b>Total funds carried forward</b>		<b>53,423</b>	<b>-</b>	<b>53,423</b>	<b>97,932</b>

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 11 to 18 form part of these financial statements



# Batias Independent Advocacy Service

Company Limited by Guarantee

## Statement of Financial Position

31 March 2020

		2020 £	2019 £
<b>Fixed assets</b>			
Tangible fixed assets	13	-	-
<b>Current assets</b>			
Debtors	14	6,746	8,686
Cash at bank and in hand		86,715	93,370
		93,461	102,056
<b>Creditors: amounts falling due within one year</b>	15	40,038	4,124
<b>Net current assets</b>		53,423	97,932
<b>Total assets less current liabilities</b>		53,423	97,932
<b>Net assets</b>		53,423	97,932
<b>Funds of the charity</b>			
Restricted funds		-	-
Unrestricted funds		53,423	97,932
<b>Total charity funds</b>	16	53,423	97,932

For the year ending 31 March 2020 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

### Trustees' responsibilities:

- The members have not required the charity to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies' regime.

These financial statements were approved by the board of trustees and authorised for issue on 25/02/21, and are signed on behalf of the board by:

  
R. Evans  
Trustee

Company Registration No. 02776330

# **Batias Independent Advocacy Service**

## **Company Limited by Guarantee**

### **Notes to the Financial Statements**

**Year ended 31 March 2020**

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#### **1. General information**

Batias Independent Advocacy Service registration number 2776330 is a private limited company charity limited by guarantee, registered in England and Wales and a registered charity number 1016226 in England and Wales. The address of the registered office is The Beehive, Voluntary & Community Resource Centre, West Street, Grays, Essex, RM17 6XP.

#### **2. Statement of compliance and basis of preparation**

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.

The financial statements have been prepared on the historical cost basis.

#### **3. Accounting policies**

##### **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.

# Batias Independent Advocacy Service

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2020

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## 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.

### Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses.



## **Batias Independent Advocacy Service**

### **Company Limited by Guarantee**

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

**Year ended 31 March 2020**

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

**Depreciation**

Depreciation is calculated so as to write off the cost of an asset over the useful economic life of that asset as follows:

Equipment - 33% straight line

**4. Taxation**

No provision is made for corporation tax or deferred taxation as the charity is a registered charity and therefore exempt.

**5. Limited by guarantee**

The company is limited by Guarantee not having a share capital. In the event of winding up, under the terms of the Memorandum of Association each member guarantees the sum of £1.

# Batias Independent Advocacy Service

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2020

## 6. Donations and legacies

	Unrestricted Funds 2020	Restricted Funds 2020	Total Funds 2020	Total Funds 2019
			£	£
The Big Lottery	-	-	-	8,500
Thurrock Social Care	29,092	-	29,092	17,408
MEPP	-	-	-	47,394
SUMMIT	30,995	-	30,995	-
SEAP	-	-	-	25,685
The People's Health Trust	10,643	-	10,643	13,199
Heart of Pitsea Big Local	700	-	700	800
Mencap Essex	7,750	-	7,750	-
BBC Children in Need	-	2,173	2,173	1,087
Essex Community Foundation	5,000	-	5,000	10,000
Thurrock CVS CA	4,000	-	4,000	8,436
Thurrock Lifestyle Solutions	1,500	-	1,500	6,500
Bailey Thomas Charitable Fund	-	-	-	3,000
Others	22,383	-	22,383	18,914
Southend Contracts	25,000	-	25,000	-
Police, Fire & Crime Commission	6,750	-	6,750	-
Lloyds Bank Foundation	-	-	-	21,634
	<u>143,843</u>	<u>2,173</u>	<u>145,986</u>	<u>182,557</u>

## 7. Investment income

	Total Funds 2020	Total Funds 2019
	£	£
Bank interest receivable	<u>41</u>	<u>67</u>

# Batias Independent Advocacy Service

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2020

## 8. Expenditure

	Charitable activities £	Support Costs £	Total funds 2020 £	Total Funds 2019 £
Wages	96,855	10,657	107,512	137,886
Social Security	2,266	279	2,545	5,249
Pensions	1,834	169	2,003	2,161
Travel	7,458	446	7,904	9,974
Rent, rates and water	6,940	185	7,125	6,724
Insurance	-	1,850	1,850	2,288
Telephone and internet	2,138	97	2,235	2,510
Printing, postage, stationery and IT	4,490	1,780	6,270	10,202
Other expenses	430	91	521	371
Repairs and renewals	-	170	170	150
Training	3,870	32	3,902	639
Donations and subscriptions	60	2,993	3,053	391
Function costs	8,318	242	8,560	10,095
Bank charges	-	81	81	85
Legal and professional fees	4,732	30,633	35,365	29,947
Depreciation	-	-	-	151
	<u>139,391</u>	<u>49,705</u>	<u>189,096</u>	<u>218,823</u>
<b>Governance costs</b>				
Independent examiner fee			1,440	1,680
<b>Total resources expended</b>			<u>190,536</u>	<u>220,503</u>



## Batias Independent Advocacy Service

### Company Limited by Guarantee

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

Year ended 31 March 2020

#### 9. Net income/(expenditure)

Net income/(expenditure) is stated after charging/(crediting):

	2020	2019
	£	£
Depreciation of tangible fixed assets	-	151

#### 10. Independent examination fees

	2020	2019
	£	£
Fees payable to the independent examiner for: Independent examination of the financial statements	1,440	1,680

#### 11. Staff costs

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

	2020	2019
	£	£
Wages and salaries	107,512	137,886
Social security costs	2,545	5,249
Employer contributions to pension plans	2,003	2,161
	<u>112,060</u>	<u>145,296</u>

The average head count of employees during the year was 12 (2019: 13).

No employee received employee benefits of more than £60,000 during the year.

#### 12. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

No trustee expenses have been incurred.

# Batias Independent Advocacy Service

## Company Limited by Guarantee

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

Year ended 31 March 2020

#### 13. Tangible fixed assets

	Equipment £	Total £
<b>Cost</b>		
As at 1 April 2019	9,641	9,641
Additions	-	-
Disposals	-	-
<b>As at 31 March 2020</b>	<b>9,641</b>	<b>9,641</b>
<b>Depreciation</b>		
As at 1 April 2019	9,641	9,964
Charge for the year	-	-
Disposals	-	-
<b>As at 31 March 2020</b>	<b>9,641</b>	<b>9,641</b>
<b>Carrying amount</b>		
<b>As at 31 March 2020</b>	<b>-</b>	<b>-</b>
As at 31 March 2019	-	-

#### 14. Debtors

	2020 £	2019 £
Trade debtors	5,219	499
Prepayments and accrued income	1,527	8,187
	<b>6,746</b>	<b>8,686</b>

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

	2020 £	2019 £
Trade creditors	92	-
Other taxes and social security	976	1,959
Pension creditor	530	366
Accruals	1,440	1,799
Deferred income	37,000	-
	<b>40,038</b>	<b>4,124</b>

## Batias Independent Advocacy Service

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2020

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### 16. Analysis of charitable funds

#### Unrestricted funds

	1 April 2019 £	Income £	Expenditure £	31 March 2020 £
Restricted Funds				
General funds	-	2,173	(2,173)	-
Unrestricted Funds				
General funds	97,932	143,854	(188,363)	53,423
Total Funds	97,932	146,027	(190,536)	53,423

### 17. Related Party Transactions

There were no related party transactions in the year under review.