



## Trustees' annual report for the period

<b>Period start date</b>	<b>Period end date</b>
From 01 January 2020	To 31 December 2020

## Reference and administration details

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**Charity name**

**Registered charity number**

**Charity's principal address**

**Email/ website**

### Names of trustees who manage the charity

Trustee Name	Office (if any)
Cathy Gale	Chair
Rebecca Taylor	Treasurer
Kerry Wallwork	Secretary
Tom Miller	Safeguarding

### Names and addresses of advisors

Type of advisor                      Name  
Address

Type of advisor	Name	Address
Bank	Lloyds	Hotel St, Bolton
Accountant	CHW	Chorley Old Rd, Bolton



Name of senior staff members

Name	Position
Graham Wood	Founder/ P/T Project Manager
Ginny Allende	Mental Health Specialist
Kim Po	Administrator

## Structure, governance & management

### Description of the charity's trusts

**Type of governing document** Constitution adopted Sept.1999, updated June 2013

**How the charity is constituted** Wave is a charitable association

**Trustee selection method** Trustees are appointed or reappointed annually at the AGM held in October

### Additional governance issues

There is a child protection/ vulnerable adult policy in place  
Risk Assessment forms are in place for all hazardous activities  
DBS checks are held for trustees and regular volunteers/ sessional staff  
WAVE is affiliated to the following NGB's and statutory bodies: British Cycling, British Canoeing, MIAS, Mountain Leader Training Board, Bolton Council.

Wave is also partnered with Bolton at Home, Be The Best, Back Up NW, Raise The Youth, Bolton Council, Bolton CVS

Wave has received recent funding from Bolton CVS, Youth UK, Comic Relief, and The National Lottery.

Wave is indebted to its volunteers who offer, free of charge their time and expertise to enable the organisation to continue and develop.



**Summary of the objects  
Of the charity set out  
in  
its governing  
document**

The charity's objects ('the objects') are to provide and assist in providing facilities for kayak canoeing, rock climbing and other outdoor sports and recreation or leisure time occupations for such persons from Lancashire and Greater Manchester who have need for such facilities by reason of their poverty, social and economic circumstance, illness or disability with the object of improving their social welfare and conditions of life.

**Summary of the main  
Activities undertaken  
For the public benefit  
In relation to these  
objects**

WAVE offers outdoor activity, teambuilding, confidence building, leadership, mentoring & volunteer training opportunities to those who are most disadvantaged in the Lancashire/ Greater Manchester Regions.

**Additional details of objectives and activities**

WAVE's main objectives are:

- To offer the most disadvantaged in our local communities opportunities to take part in activities which are healthy for the mind & body.
- To enable those experiencing social harm to make a positive contribution to their community.
- To work in partnership with relevant organisations with a clear focus on the well-being of a wide range of individuals.



## Review of activities and achievements

WAVE has experienced a significant period of change due to the Covid-19 pandemic. Whilst numbers have drastically reduced due to cancellation of group activities during lockdowns, we have developed our provision to provide online challenges and 1:1 sessions for some of the most vulnerable and isolated in our communities.

We have also used the enforced curtailment of many activities to take stock, plan for the future and found ways to increase our resilience as an organisation.

Beneficiaries have included:

- Those in recovery from substance misuse.
- Homeless young people
- Those who have experienced domestic abuse.
- Those with a physical disability
- Those with mental health issues
- Those with a learning disability
- Those with long-term medical issues, such as Diabetes

## Our aims for 2021

WAVE will continue to develop its provision and increase regular opportunities to participate in its projects. It will continue to be responsive to the needs of its members/ beneficiaries.

Plans include:

- Increase participation in sport/activities for those living in the most deprived communities.
- Increase our provision, for example more projects, more weekly sessions, develop partnerships
- Maintain numbers of participants to around 1000
- Increasing income generated through our team building offer. .
- Developing a formal mentoring/ volunteer



## Finances

WAVE 2020 accounts (independently prepared/  
assessed by Ian Orgill (CHW)).

**WAVE ADVENTURE**

**INDEPENDENT EXAMINERS REPORT AND  
FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED  
31 DECEMBER 2020**

## **WAVE ADVENTURE**

### **FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020**

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<b>Contents</b>	<b>Pages</b>
Charity statutory information	1
Independent examiners report	2
Statement of financial activities	3
Balance sheet	4
Statement of cash flows	5
Notes to the financial statements	6 – 8
Detailed income and expenditure account	9

**WAVE ADVENTURE**  
**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

---

The trustees present their annual report and accounts for the year ended 31 December 2020.

***Reference & Administrative Details***

The Charity: WAVE Adventure  
Charity number: 1152259  
Address: 20 Warburton Buildings  
Haslingden  
Rossendale  
BB4 4PQ

**TRUSTEES**

T Miller  
C Gale  
L Nicholson (30 April 2020)  
J Sumner  
KI Wallwork (appointed 31 October 2020)  
R Taylor (appointed 31 October 2020)  
A Markland (appointed 01 April 2021)

**INDEPENDENT EXAMINERS**

CHW Accounting Ltd  
ICAEW Chartered Accountants  
Bedford House  
60 Chorley New Road  
Bolton  
BL1 4DA



**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF WAVE ADVENTURE  
FOR THE YEAR ENDED 31 DECEMBER 2020**

---

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 December 2020, which are set out on pages 5 to 8.

***Responsibilities and basis of report***

As the charity's trustees of the company you are responsible for the preparation of the accounts in accordance with the applicable Statement of Recommended Practice (SORP).

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 charity'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.

**Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

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:

- accounting records were not kept in respect of the company required by section 386 of the 2006 Act; or
- the accounts do not accord with those accounting records; or
- 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.

DocuSigned by:  
  
85BFD568AF354EA...

**I Orgill  
CHW Accounting Limited  
ICAEW Chartered Accountants  
Bedford House  
60 Chorley New Road  
Bolton  
BL1 4DA**

**DATE:**

**WAVE ADVENTURE**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

	Notes	Restricted Funds 2020 £	Unrestricted Funds 2020 £	TOTAL Funds 2020 £	TOTAL Funds 2019 £
<b>Income and endowments:</b>					
<b>Income and endowments from generated funds</b>					
Voluntary Income	2	108,724	32,168	140,892	88,846
Trading Income		-	-	-	-
Donations		-	-	-	-
<b>Total income and endowments</b>		<b>108,724</b>	<b>32,168</b>	<b>140,892</b>	<b>88,846</b>
<b>Expenditure on:</b>					
Charitable activities		78,500	27,153	105,653	85,183
<b>Total expenditure</b>		<b>78,500</b>	<b>27,153</b>	<b>105,653</b>	<b>85,183</b>
<b>Net movement in funds</b>		30,224	5,015	35,239	3,663
<b>Reconciliation of funds</b>					
Total funds brought forward	8	16,680	11,208	27,888	24,225
<b>Total funds carried forward</b>		<b>46,904</b>	<b>16,223</b>	<b>63,127</b>	<b>27,888</b>


There are no recognised gains or losses in the period other than those included in the Statement of Financial Activities.

The Statement of Financial Activities has been prepared on the basis that all operations are continuing.

**WAVE ADVENTURE**  
**BALANCE SHEET**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

	Notes	2020		2019	
		£	£	£	£
<b>TANGIBLE FIXED ASSETS</b>	5		42,258		15,169
<b>CURRENT ASSETS</b>					
Cash at Bank		20,384		39,484	
Debtors	6	1,265		985	
<b>CREDITORS</b>					
Amounts falling due within one year	7	<u>(780)</u>		<u>(27,750)</u>	
			20,869		12,719
<b>NET ASSETS</b>			<u><b>63,127</b></u>		<u><b>27,888</b></u>
<b>THE FUNDS OF THE CHARITY</b>					
Unrestricted funds	8		17,305		11,208
Restricted funds	8		45,822		16,680
<b>TOTAL CHARITY FUNDS</b>			<u><u><b>63,127</b></u></u>		<u><u><b>27,888</b></u></u>

Approved by the board of trustees on ..... and signed on their behalf by:

DocuSigned by:  
  
 F3B410E9E17F4CB...

**C Gale**  
**Trustee**

**WAVE ADVENTURE**  
**STATEMENT OF CASHFLOWS**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

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	<b>Note</b>	<b>2020</b>	<b>2019</b>
		<b>£</b>	<b>£</b>
<b>Cash flows from operating activities</b>			
Net cash used in operating activities	9	12,581	27,784
<b>Cash flows from investing activities</b>			
Purchase of tangible fixed assets		(31,681)	(4,367)
<b>Cash flows from financing activities</b>			
		-	-
		<hr/>	<hr/>
Increase (decrease) in cash and cash equivalents in the year		(18,800)	23,417
		<hr/>	<hr/>
Cash and cash equivalents at the beginning of the year		39,484	16,607
		<hr/>	<hr/>
Total cash and cash equivalents at the end of the year		20,384	39,484
		<hr/>	<hr/>

**WAVE ADVENTURE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

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**1. STATEMENT OF ACCOUNTING POLICIES**

The following accounting policies have been used consistently in dealing with the items which are considered material to the Charity's affairs.

**Basis of preparation of the financial statements**

The accounts have been prepared to give a 'true and fair' view and have departed from the charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

**Income and endowments**

Income received and invoiced income is accounted for on the accruals basis.

**Expenditure**

Expenditure is included in the accounts on an accruals basis, inclusive of VAT.

**Tangible fixed assets and depreciation**

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life as follows:

Plant and equipment	15% reducing balance
Fixtures and fittings	15% reducing balance
Office equipment	15% reducing balance

## WAVE ADVENTURE

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

<b>2 VOLUNTARY INCOME</b>	<b>Total 2020 £</b>	<b>Total 2019 £</b>		
Grants & fees	140,892	88,686		
	<b>140,892</b>	<b>88,686</b>		
<b>3 NET INCOMING RESOURCES FOR THE YEAR</b>	<b>2020</b>	<b>2019</b>		
	<b>£</b>	<b>£</b>		
Independent Examination Fees	750	750		
<b>4 INFORMATION ON EMPLOYEES</b>	<b>2020</b>	<b>2019</b>		
The average monthly number of employees, calculated on a full time equivalent basis, analysis by function was:				
Charitable activities	3	3		
	<b>3</b>	<b>3</b>		
<b>5 TANGIBLE FIXED ASSETS</b>	<b>Motor vehicles 2020 £</b>	<b>Office equipment 2020 £</b>	<b>Plant &amp; equipment 2020 £</b>	<b>Total 2020 £</b>
<b>Cost</b>				
Brought forward	6,248	1,053	13,579	20,880
Additions	11,160	459	20,062	31,681
Disposals	-	-	-	-
Carried forward	17,408	1,512	33,641	52,561
<b>Depreciation</b>				
Brought forward	2,265	355	3,091	5,711
Charge for the year	2,271	174	2,147	4,592
Disposals	-	-	-	-
Carried forward	4,536	529	5,238	10,303
<b>Net book value</b>				
At 31 December 2020	12,872	983	28,403	42,258
At 31 December 2019	3,983	698	10,488	15,169

**WAVE ADVENTURE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

<b>6 DEBTORS: Amounts falling due within one year</b>	<b>2020</b>	<b>2019</b>
	£	£
Other debtors	27	27
Prepayments	1,238	958
	<b>1,265</b>	<b>985</b>

<b>7 CREDITORS: Amounts falling due within one year</b>	<b>2020</b>	<b>2019</b>
	£	£
Accruals and deferred income	780	27,750
Taxation and social security	-	-
Other creditors	-	-
	<b>780</b>	<b>27,750</b>

<b>8 RECONCILIATION OF FUNDS</b>	<b>As at 1 January 2020</b>	<b>Income</b>	<b>Expenditure</b>	<b>As at 31 December 2020</b>
Restricted funds	16,680	108,724	78,500	46,904
Unrestricted funds	11,208	32,168	27,153	16,223
	<b>27,888</b>	<b>140,892</b>	<b>105,653</b>	<b>63,127</b>

<b>9 CASH USED IN OPERATING ACTIVITIES</b>	<b>2020</b>	<b>2019</b>
	£	£
Net movement in funds	35,239	3,663
Add back		
(Increase) / Decrease in debtors	(280)	(958)
Increase / (Decrease) in creditors	(26,970)	22,750
Depreciation	4,592	2,329
	<b>12,581</b>	<b>27,784</b>

**MANAGEMENT INFORMATION**

**FOR THE YEAR ENDED 31 DECEMBER 2020**



**WAVE ADVENTURE**  
**DETAILED INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

	<b>Total 2020 £</b>	<b>Total 2019 £</b>
<b>Income and endowments from:</b>		
Grants	137,140	83,839
Fees	3,752	5,007
<b>Total income and endowments</b>	<b>140,892</b>	<b>88,846</b>
<b>Expenditure on:</b>		
Storage	3,580	720
Venue hire	1,799	2,842
Volunteer training	1,204	2,422
Volunteer expenses & transport	2,127	1,312
Insurance	1,206	192
Equipment	12,352	2,631
Motor running expenses	5,935	4,370
Printing, postage and stationery	78	943
Advertising	-	1,768
Refreshments	193	389
Subscriptions	465	478
Repairs	5,228	346
Wages & salaries	53,457	49,640
Subcontractors	7,342	7,915
IT equipment	962	131
Legal and professional fees	1,150	-
Sundry expenses	110	52
Event purchases	3,063	5,733
Accountancy	810	970
Depreciation	4,592	2,329
<b>Total expenditure</b>	<b>105,653</b>	<b>85,183</b>
<b>Net profit / (deficit) for the year</b>	<b>35,239</b>	<b>3,663</b>

**WAVE ADVENTURE**

**INDEPENDENT EXAMINERS REPORT AND  
FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED  
31 DECEMBER 2020**

## **WAVE ADVENTURE**

### **FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020**

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ICAEW Chartered Accountants  
Bedford House  
60 Chorley New Road  
Bolton  
BL1 4DA**

**DATE:**

**WAVE ADVENTURE**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

	Notes	Restricted Funds 2020 £	Unrestricted Funds 2020 £	TOTAL Funds 2020 £	TOTAL Funds 2019 £
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There are no recognised gains or losses in the period other than those included in the Statement of Financial Activities.

The Statement of Financial Activities has been prepared on the basis that all operations are continuing.

**WAVE ADVENTURE**  
**BALANCE SHEET**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

	Notes	2020		2019	
		£	£	£	£
<b>TANGIBLE FIXED ASSETS</b>	5		42,258		15,169
<b>CURRENT ASSETS</b>					
Cash at Bank		20,384		39,484	
Debtors	6	1,265		985	
<b>CREDITORS</b>					
Amounts falling due within one year	7	<u>(780)</u>		<u>(27,750)</u>	
			20,869		12,719
<b>NET ASSETS</b>			<u><b>63,127</b></u>		<u><b>27,888</b></u>
<b>THE FUNDS OF THE CHARITY</b>					
Unrestricted funds	8		17,305		11,208
Restricted funds	8		45,822		16,680
<b>TOTAL CHARITY FUNDS</b>			<u><u><b>63,127</b></u></u>		<u><u><b>27,888</b></u></u>

Approved by the board of trustees on ..... and signed on their behalf by:

DocuSigned by:  
  
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**C Gale**  
**Trustee**

**WAVE ADVENTURE**  
**STATEMENT OF CASHFLOWS**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

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	<b>Note</b>	<b>2020</b>	<b>2019</b>
		<b>£</b>	<b>£</b>
<b>Cash flows from operating activities</b>			
Net cash used in operating activities	9	12,581	27,784
<b>Cash flows from investing activities</b>			
Purchase of tangible fixed assets		(31,681)	(4,367)
<b>Cash flows from financing activities</b>			
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Cash and cash equivalents at the beginning of the year		39,484	16,607
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Total cash and cash equivalents at the end of the year		20,384	39,484
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**WAVE ADVENTURE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

---

**1. STATEMENT OF ACCOUNTING POLICIES**

The following accounting policies have been used consistently in dealing with the items which are considered material to the Charity's affairs.

**Basis of preparation of the financial statements**

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The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

**Income and endowments**

Income received and invoiced income is accounted for on the accruals basis.

**Expenditure**

Expenditure is included in the accounts on an accruals basis, inclusive of VAT.

**Tangible fixed assets and depreciation**

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life as follows:

Plant and equipment	15% reducing balance
Fixtures and fittings	15% reducing balance
Office equipment	15% reducing balance

## WAVE ADVENTURE

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

<b>2 VOLUNTARY INCOME</b>		<b>Total 2020 £</b>	<b>Total 2019 £</b>	
Grants & fees		140,892	88,686	
		<b>140,892</b>	<b>88,686</b>	
<b>3 NET INCOMING RESOURCES FOR THE YEAR</b>		<b>2020</b>	<b>2019</b>	
		<b>£</b>	<b>£</b>	
Independent Examination Fees		750	750	
<b>4 INFORMATION ON EMPLOYEES</b>		<b>2020</b>	<b>2019</b>	
The average monthly number of employees, calculated on a full time equivalent basis, analysis by function was:				
Charitable activities		3	3	
		<b>3</b>	<b>3</b>	
<b>5 TANGIBLE FIXED ASSETS</b>				
	<b>Motor vehicles 2020 £</b>	<b>Office equipment 2020 £</b>	<b>Plant &amp; equipment 2020 £</b>	<b>Total 2020 £</b>
<b>Cost</b>				
Brought forward	6,248	1,053	13,579	20,880
Additions	11,160	459	20,062	31,681
Disposals	-	-	-	-
Carried forward	17,408	1,512	33,641	52,561
<b>Depreciation</b>				
Brought forward	2,265	355	3,091	5,711
Charge for the year	2,271	174	2,147	4,592
Disposals	-	-	-	-
Carried forward	4,536	529	5,238	10,303
<b>Net book value</b>				
At 31 December 2020	12,872	983	28,403	42,258
At 31 December 2019	3,983	698	10,488	15,169

**WAVE ADVENTURE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

<b>6 DEBTORS: Amounts falling due within one year</b>	<b>2020</b>	<b>2019</b>
	£	£
Other debtors	27	27
Prepayments	1,238	958
	<b>1,265</b>	<b>985</b>

<b>7 CREDITORS: Amounts falling due within one year</b>	<b>2020</b>	<b>2019</b>
	£	£
Accruals and deferred income	780	27,750
Taxation and social security	-	-
Other creditors	-	-
	<b>780</b>	<b>27,750</b>

<b>8 RECONCILIATION OF FUNDS</b>	<b>As at 1 January 2020</b>	<b>Income</b>	<b>Expenditure</b>	<b>As at 31 December 2020</b>
Restricted funds	16,680	108,724	78,500	46,904
Unrestricted funds	11,208	32,168	27,153	16,223
	<b>27,888</b>	<b>140,892</b>	<b>105,653</b>	<b>63,127</b>

<b>9 CASH USED IN OPERATING ACTIVITIES</b>	<b>2020</b>	<b>2019</b>
	£	£
Net movement in funds	35,239	3,663
Add back		
(Increase) / Decrease in debtors	(280)	(958)
Increase / (Decrease) in creditors	(26,970)	22,750
Depreciation	4,592	2,329
	<b>12,581</b>	<b>27,784</b>

**MANAGEMENT INFORMATION**

**FOR THE YEAR ENDED 31 DECEMBER 2020**

**WAVE ADVENTURE**  
**DETAILED INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

	<b>Total 2020 £</b>	<b>Total 2019 £</b>
<b>Income and endowments from:</b>		
Grants	137,140	83,839
Fees	3,752	5,007
<b>Total income and endowments</b>	<b>140,892</b>	<b>88,846</b>
<b>Expenditure on:</b>		
Storage	3,580	720
Venue hire	1,799	2,842
Volunteer training	1,204	2,422
Volunteer expenses & transport	2,127	1,312
Insurance	1,206	192
Equipment	12,352	2,631
Motor running expenses	5,935	4,370
Printing, postage and stationery	78	943
Advertising	-	1,768
Refreshments	193	389
Subscriptions	465	478
Repairs	5,228	346
Wages & salaries	53,457	49,640
Subcontractors	7,342	7,915
IT equipment	962	131
Legal and professional fees	1,150	-
Sundry expenses	110	52
Event purchases	3,063	5,733
Accountancy	810	970
Depreciation	4,592	2,329
<b>Total expenditure</b>	<b>105,653</b>	<b>85,183</b>
<b>Net profit / (deficit) for the year</b>	<b>35,239</b>	<b>3,663</b>