THE WILTSHIRE BOBBY VAN TRUST (a Charitable Incorporated Organisation)

TRUSTEES' REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2023

**Charity Number:- 1153790** 

The Alanbrookes Group Ltd Chartered Accountants and Registered Auditor

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# FOR THE YEAR ENDED 31 MARCH 2023 Charity Information

Organisation Type Charitable Incorporated Organisation

Patron Her Majesty Queen Camilla

Vice Patrons The Marchioness of Lansdowne

Mrs Annette Lynton Mason

**Trustees** Robert Hiscox DL – Chairman

Lucinda Baker LVO

Peter Begg Henry Colthurst Marion Deegan John Nokes Emily Tulloch

Chief Constable Catherine Roper (appointed 26 June 2023)

Col. Robert Richardson-Aitken

Chief Constable Kier Pritchard (resigned 26 February 2023)

Mark Cann (resigned 26 February 2023)

**Director** Jennie Shaw

Operators Kathleen Williams Co-ordinator

Sally Raubenheimer Co-ordinator
Doug Batchelor Van operator
Mick Leighfield Van operator
Will Todd 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:- 01225 256867 Email:- bobbyvan@wiltshire.police.uk

Independent Examiner The Alanbrookes Group Ltd

24, Glove Factory Studios

Holt Wiltshire BA14 6RL

Bankers Lloyds Bank Plc

38 Market Place

Devizes

Wiltshire, SN10 1JD

# TRUSTEES' REPORT (Including Strategic Report)

#### FOR THE YEAR ENDED 31 MARCH 2023

The Trustees present their report and the and the independently examined financial statements of the charity for the for the year ended 31 March 2023. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" in preparing the annual report and financial statements of the charity.

#### **Reference and Administration Details**

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

## **Objectives and Activities**

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 Stay Safe Online 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.

#### **Public Benefit**

The objects of the charity are to promote the protection of people and property, the prevention of criminal acts and the reduction of the fear of crime. The Trustees, in reviewing the Charity's aims 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. The Charity exercises no exclusion or discrimination although the elderly and vulnerable are prioritised.

## TRUSTEES' REPORT (Continued)

#### FOR THE YEAR ENDED 31 MARCH 2023

# Strategic report

## 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 having identified the mix of skills and experience the Trust needs to lead the charity.

## **Achievements and Performance**

The Bobby operators have visited 1,491 homes in the past financial year; 248 of these were in response to a crime being committed; 406 domestic abuse victims were visited an increase of 3% from the previous year and 837 homes were secured on pro-active visits to elderly and vulnerable people who didn't feel they had adequate security to feel safe, an increase of 6% on the previous year.

In addition, Bobby Van operators attended 86 community events, giving talks on staying safe in the home and personal safety or having stands highlighting our service, to the Wiltshire/Swindon communities, an increase of 34% on the previous year.

The Stay Safe Online (SSO) team have returned to normality since the pandemic and are back visiting clients at home on a 1:1 basis. The SSO team have received 69 referrals in the past financial year, 52 were Protect Awareness i.e. had not been subject to a scam and 12 were Victim Protect i.e were previous victims of a scam. 11 Group Talks were also undertaken in addition to the 58 individual visits.

#### **Financial Review**

The trustees made the decision in recent years to restrain fundraising activities due to the high level of reserves. Expenditure exceed income in the last two years as expected, but with the growth in activities and the separation from Wiltshire Police, we have now stepped up fundraising again. Fundraising income was up 47%.

Expenses over the period have been stable. The reduced value of investment assets was due to £51,000 being withdrawn for running expenses and a small drop in the value of investments. With effect from  $15^{th}$  June 2022 the investments have been managed by Evelyn Partners and the return since then was  $\pm 2.56\%$ .

The trustees conservatively believe that there may be extra costs in the future following the separation from WP so have allocated a fund of £300,000 towards them out of general reserves. Although reasonable general reserves remain, this is the stimulant to increased fundraising.

## **Financial Reserves Policy**

The Trust's reserves policy is one of maintaining a capital reserve to meet and respond to the needs of the community which it serves. As a result, it must be prepared to vary its method of operation to meet new challenges with the emphasis often for immediate response and action knowing that funds are already available to support such intervention. This has occurred with the separation from WP. Reserves must also be held to include purchase of capital equipment as well as employment of additional staff which may also carry liabilities for future pensions. In addition, reserves are being held to meet extra demands and needs of the cybercrime team whose future strategy is currently being set.

## TRUSTEES' REPORT (Continued)

#### FOR THE YEAR ENDED 31 MARCH 2023

#### Pension liabilities

Under the terms of an Agreement dated 1st April 2023 the contracts of employment of five individuals formerly employed by Wiltshire Police were transferred to WBVT with effect from that date in accordance with the TUPE Regulations. The staff transferring to WBVT have been permitted, under the terms of a separate Pension Admission Agreement with Wiltshire Council, to remain members of and to accrue active membership of the Wiltshire Police sub-fund of the Local Government Pensions Scheme, which is administered by Wiltshire Council. However, WBVT now assumes responsibility for the payment of all their employment and pension expenses, including salary, NI, tax and pension contributions.

For all actuarial calculation purposes, a pooled funding arrangement with Wiltshire Police applied under the Scheme and the notional pension funding positions of WBVT and Wiltshire Police are treated as one for the purpose of calculating the appropriate employer contribution rate.

WBVT assumes responsibility under the Agreement for all costs of membership of the scheme including any incremental costs arising from any discretion exercised or decision taken by WBVT in respect of transferring staff. For example, if WBVT were to permit any of them to draw benefits prior to normal pension age, or to grant any additional period of membership, or to waive any early retirement reduction WBVT would be required to pay Wiltshire Council an additional sum representing the actuarial strain on the Pension Fund attributable to the exercise of that discretion.

Equally, if WBVT were to make any of them redundant, WBVT would be responsible for any redundancy costs and any sum representing the actuarial strain on the Pensions Fund. However, Wiltshire Police remains responsible for any incremental pension costs not arising from a decision made or action taken by WBVT, including any pension cost incurred as a result of ill health of any of the transferring staff resulting in an early pension credit (but only to the extent the strain is not met through the employer contribution rate).

If the Agreement were terminated for any reason, a broadly comparable scheme would have to be made available to the transferring staff.

# **Investment Policy and Performance**

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 or risk and ethical considerations.

The current aim is preservation of capital with an overall return balanced between capital growth and income. The Finance Committee consisting of Robert Hiscox, Mark Cann and Henry Colthurst appointed Evelyn Partners to manage the investments and the portfolio is discussed at each meeting of the Trustees. The Trustees are satisfied with the performance.

# TRUSTEES' REPORT (Continued)

## FOR THE YEAR ENDED 31 MARCH 2023

## The future

On April 1st 2023, the charity separated from the Wiltshire Police whilst remaining in very close collaboration with them. The restructuring of the WBVT to be an independent organisation, employing its own staff to administer the operational side of the business, is a natural progression. There were significant cultural differences between the WBVT and WP and often prohibitive risk restrictions imposed on WP which had unintended consequences when enforced on WBVT staff. We look forward with confidence that, working in tandem with WP, we will continue to grow our successful activities protecting the more vulnerable people in Wiltshire.

## 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.

#### TRUSTEES' REPORT (Continued)

#### FOR THE YEAR ENDED 31 MARCH 2023

## Statement of Responsibilities of the Trustees

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period.

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the [Charities (Accounts and Reports) Regulations 2008 and the provisions of the trust deed.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# Approval

In approving the Trustees' Report, we also approve the Strategic Report included therein.

This report was approved by the trustees on 30th January 2024 and signed on their behalf by:

Robert Hiscox

Chairman of Trustees

Robert Hiscon

# 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 2023, which are set out on pages 7 to 15.

## 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 examination, a matter has come to my attention:

1. which gives me reasonable cause to believe that in a material respect, the requirement to keep accounting records in accordance with section 130 of the 2011 Act, has not been met.

In connection with my examination, no matter has come to my attention:

- 2. which gives me reasonable cause to believe that in any material respect the requirement to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- 3. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

tern.

Andrew Fisher BA FCA 30th January 2024 The Alanbrookes Group Ltd 24, Glove Factory Studios Holt Wiltshire BA14 6RL

# STATEMENT OF FINANCIAL ACTIVITIES

(incorporating an income and expenditure account)

# FOR THE YEAR ENDED 31 MARCH 2023

		Unrestricted Funds 2023	Restricted Funds 2023	Total Funds 2023	Total Funds 2022
	Notes	£	£	£	£
Incoming Resources					
Incoming Resources from Generated					
Funds:-					
Voluntary Income:		400.000		100.000	400 500
Donations and Gifts	2	100,329	-	100,329	120,529
Activities for Generating Funds:		120.157		120.157	04.050
Fundraising Events		130,156	-	130,156	84,859
Sales of security items	3	8,700	-	8,700	5,003
Investment Income	3	16,796		16,796	19,844
<b>Total Incoming Resources</b>		255,981		255,981	230,235
Resources Expended:-					
Costs of Generating Funds:					
Investment Management Costs	4	3,765	-	3,765	2,374
Charitable Activities	4	295,148	7,000	302,148	268,065
<b>Total Charitable Expenditure</b>		298,913	7,000	305,913	270,439
Governance Costs	4	16,328		16,328	17,721
<b>Total Resources Expended</b>		315,241	7,000	322,241	288,160
Net (Outgoing) Resources before					
Other Recognised Gains and Losses		(59,260)	(7,000)	(66,260)	(57,925)
Other Recognised Gains and (Losses)	5	(58,822)		(58,822)	34,788
Net Movement in Funds		(118,082)	(7,000)	(125,082)	(23,137)
Reconciliation of Funds					
Total Funds Brought Forward		830,456	11,500	841,956	865,093
<b>Total Funds Carried Forward</b>		712,374	4,500	716,874	841,956

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in the notes to the accounts.

# **BALANCE SHEET**

# **AS AT 31 MARCH 2023**

			2023	2022
Fixed Assets	Notes		£	£
Investments	8		663,848	784,630
nivestments	O		003,040	704,030
Current Assets				
Stock – goods for resale or charitable activities		31,500		31,207
Debtors and Prepayments	9	5,960		1,675
Cash at Bank and in Hand		66,745		78,564
		104,205		111,446
Creditors: Amounts Falling Due Within One Year	10	(51,179)		(54,120)
Net Current Assets			53,026	57,326
Net Assets			716,874	841,956
Represented by:-				
Unrestricted Income Funds:-				
General Fund			407,221	192,103
Designated Revaluation Fund			5,153	338,353
Designated Contingency Reserve			300,000	300,000
			712,374	830,456
Restricted Income Funds			4,500	11,500
Total Funds	11		716,874	841,956

The accounts were approved by the Trustees on 30th January 2024 and signed on their behalf by:

Robert Hiscox

Chairman of Trustees

Robert Hiscon

## NOTES TO THE ACCOUNTS

#### FOR THE YEAR ENDED 31 MARCH 2023

## 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) (effective from 1 January 2019) 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 accruals 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 Statement of Financial Activities 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.

## **NOTES TO THE ACCOUNTS (Continued)**

## FOR THE YEAR ENDED 31 MARCH 2023

# 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.

#### 1.6 Stock

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

## 1.7 Accounting estimates and key judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant.

Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an on-going basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

# 2. Donations and Gifts

	2023	2022
	£	£
Personal	32,984	24,897
Trusts	50,950	61,740
Business and Sponsorship	2,279	9,724
Clubs and Societies	993	587
Parish Councils	1,440	2,295
County, Town and District Councils	5,348	15,020
Gift Aid Tax Refunds	5,645	3,186
Fire and Rescue	690	3,080
	100,329	120,529

# NOTES TO THE ACCOUNTS (Continued)

# FOR THE YEAR ENDED 31 MARCH 2023

3.	Investment Income				
				2023	2022
				£	£
	Interest receivable			4,161	6,892
	Dividends receivable			12,635	12,952
				16,796	19,844
4.	Total Resources Expended				
	Ge	neral Funds			
		Charitable (	General Funds	Total	Total
		Activities	Governance	2023	2022
		£	£	£	£
	Costs Directly				
	Allocated To Activities				
	Security Hardware:-				
	Opening Stock	31,207	_	31,207	31,089
	Purchases in the Year	31,620	-	31,620	25,044
	Closing Stock	(31,500)	-	(31,500)	(31,207)
	Ü				
		31,327	-	31,327	24,926
	Hollie Guard Voucher Purchases				
	(from Restricted funds)	_	_	_	7,000
	Hollie Guard Vouchers Released	(7,000)	_	(7,000)	-
	Salaries and Pensions (Including	(1,000)		(1,000)	
	Employer's National Insurance)	153,515	-	153,515	145,848
	Van Leasing and Expenses	23,328	-	23,328	27,291
	Costs on:				
	Raising funds:				
	Publicity, Promotions and Event Costs	19,100	-	19,100	21,140
	Charitable activities:				
	Sundry Expenses	1,567	-	1,567	811
	Charitable Donations	25,524	-	25,524	600
	Accountancy	3,906	-	3,906	1,764
	Insurance	1,254	-	1,254	771
	Consultancy Fees and Expenses	38,100	16,328	54,428	53,190
	Computer Consumables	4,527	-	4,527	2,445
	Investment Management Fees	3,765	-	3,765	2,374
		298,913	16,328	315,241	288,160
		=====	=====	=====	======

# NOTES TO THE ACCOUNTS (Continued)

# FOR THE YEAR ENDED 31 MARCH 2023

# 5. Other Recognised Gains and (Losses)

	2023 £	2022 £
Gains/(Losses) on Revaluation of Investments Gains/(Losses) on Disposal of Investments	(25,277) (33,545)	32,375 2,413
Cums/(2000cs) on Disposar of investments	(58,822)	34,788

# **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:

	2023	2022
	£	£
Salaries and Pensions (including employer's national insurance)	153,515	145,848

The average number of employees during the year was five (2022 – five) and the average number of key management personnel was two (2022 – two).

No employee or key management personnel of the charity earned more than £60,000 during the year.

# **NOTES TO THE ACCOUNTS (Continued)**

# FOR THE YEAR ENDED 31 MARCH 2023

# 8. Fixed Asset Investments

9.

10.

Tixed Asset Investments		Listed Investments £
Cost or Valuation As at 1 April 2022 Additions at cost Disposal at valuation		784,630 633,957 (742,101)
(Losses)/Gains on revaluation		(12,638)
As at 31 March 2023		663,848
Historical cost: As at 31 March 2023		658,695
AS at 31 March 2020		=====
As at 31 March 2022		446,277
Carrying amount as at 31 March	2023 £	2022 £
Smith & Williamson investment portfolio: non-managed Evelyn Partners investment portfolio: managed (formerly Tilney, Smith & Williamson)	663,848	784,630
(tornerly line), online within sort)	663,848	784,630
Debtors and Prepayments	2023	2022
	£	£
Trade Debtors Prepayments and accrued income	622 5,338	1,360 315
repayments and accraca meome	5,960	1,675
Creditors: Amounts Falling Due Within One Year	2023	2022
	£	£
Trade Creditors Accruals and Deferred Income	48,679 2,500	43,687 10,433
	51,179	54,120

## **NOTES TO THE ACCOUNTS (Continued)**

#### FOR THE YEAR ENDED 31 MARCH 2023

#### 11. Movement in Funds

2023 £
407,221
5,153
300,000
2,000
2,500
716,874

# **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.

During the year, there was a change in the Investment Portfolio from Non-Managed funds to Managed funds. This crystallised both gains and losses, arising from historic revaluation.

# 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.

## **Purpose of Restricted Funds**

# Hollie Guard Fund

This restricted income fund comprises money donated specifically towards the costs of providing Hollie Guard, a personal safety app, for which voucher codes are purchased and given to individuals allowing them to download and access the App. During the year, 88 were issued.

## Domestic Abuse Services in Swindon Fund

This restricted income fund comprises money donated specifically towards the costs of the domestic abuse services provided in Swindon.

# **NOTES TO THE ACCOUNTS (Continued)**

# FOR THE YEAR ENDED 31 MARCH 2023

# 12. Analysis of Net Assets between Funds

	General Fund £	Designated Funds £	Restricted Funds £	Total £
Investments	358,695	305,153	-	663,848
Current Assets	99,705	-	4,500	104,205
Current Liabilities	(51,179)	-	-	(51,179)
	407,221	305,153	4,500	716,874

# 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.