

Action in the Community Trust

Annual Report and Accounts

For the year to 31 March 2017

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Action in the Community Trust – Annual Report
for the Year to 31 March 2017

Charity Information

Charity Name:	Action in the Community Trust	
Working Names:	The Speakeasy	
Registered Numbers:	Company Number:	7550894
	Charity Number:	1140949
Registered Office:	166 Richmond Road Cardiff CF24 3BX	
Website address:	www.speakeasy.cymru	
Trustees:	Norman Adams Paul Francis Professor John Gallacher John Loosemore Nkini Pulei Madeline Rees Rachel Treseder Steve Williams	Appointed 23 rd June 2016
Centre Director:	Warren Palmer	
Independent Examiner:	Steve Ellum & Associates Ltd Chartered Accountants Adulum House Glan Yr Afon Llanelli SA15 3QB	
Bankers:	The Co-Operative Bank plc PO Box 250 Delf House South Way Skelmersdale WN8 6WT	

Report of the Trustees (incorporating the directors' report) For the Year to 31 March 2017

The trustees present their report and the independently examined financial statements of the charity for the year ended 31 March 2017, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: 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) (effective 1 January 2015).

Objectives and Activities

As laid out in its governing document the charity exists for:

The promotion of any charitable purpose for the benefit of the community of South Wales by the advancement of education, the protection of health and the relief of poverty, sickness and distress.

The Speakeasy provides free advice to some of the most vulnerable people within the community. Our main activities include:

- Delivery of free, high quality, legal advice and representation in the areas of debt, welfare benefits and housing;
- Acting on behalf of clients, dealing with their creditors, helping them to manage their finances better;
- Advising on benefit entitlement and challenging decisions of the DWP where these appear incorrect or unfair;
- Assisting clients faced with homelessness, disrepair or other housing problems;
- Advising clients on energy efficiency and helping those in fuel poverty to obtain grants: to pay off fuel debt, to repair or replace inefficient heating systems or for free installation or essential household appliances.

Our main office is in Roath, Cardiff, but we also hold advice surgeries in the Central Library, on the estates of Llanedeyrn, Pentwyn and Rumney in the East of Cardiff, and alongside local homelessness charities.

Achievements and Performance

The Speakeasy has helped in 2,955 cases and enquiries this year. We advised and assisted 717 people struggling with general debt problems and a further 718 with fuel debt or other energy problems; we helped 580 people with benefit problems; 423 facing housing difficulties and gave out 515 food vouchers to people who did not have the money to eat and feed their families properly.

We work closely with Citizens Advice – Cardiff and Vale and local authority advisers to provide a comprehensive advice service across Cardiff, working in Council run information hubs, our own premises and from community buildings on the estates in the East of Cardiff. Our aim is to provide accessible and expert help, so we run drop in clinics as well as give appointments, and we employ solicitors and experienced advisers so that we can take each case as far as is needed. This means that clients can access advice quickly to prevent problems escalating and that lengthy appeals processes are started without delay.

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Recognising that more and more families were experiencing fuel poverty and whether in work, sick or unemployed, were struggling to heat their homes, we set up our energy advice project 7 years ago. Our advisers have both energy efficiency and fuel debt training but as well as give advice, they are able to obtain grants for clients to pay off fuel debt, get a new boiler or central heating system, or a replacement cooker, fridge or washing machine. The project was runner up in the National Energy Action Awards 2016.

Our pro bono employment clinic, run with the help of over 30 local employment solicitors, regularly sees 12 – 14 clients each session, giving initial advice or helping to draft employment tribunal documents. The clinic was recognised at the national Lawworks Pro Bono Awards this year by winning the Lawworks Cymru Award for the second year in a row.

In May, Helen Roberts graduated from the Justice First Fellowship scheme and qualified as a solicitor. Helen was one of the first cohort of the prestigious Justice First Fellowship programme by the Legal Education Foundation, which aims to train the brightest of the next generation of social welfare solicitors. Helen now works for the Speakeasy as one of our housing solicitors. We are delighted to be included in Justice First Fellowship scheme once more from 2018.

Public benefit

The Trustees have paid due regard to the Charity Commission guidance on public benefit in deciding what activities the charity should undertake. The paragraphs above provide further information.

Structure, Governance and Management

Governing document

Action in the Community Trust is a registered charity and company limited by guarantee, governed by its Memorandum and Articles of Association dated 16 February 2011.

Recruitment and appointment of Trustees

The charity is governed by a board of trustees, who are also directors of the company, and who are responsible to give direction and oversight to all aspects of its activities. New trustees are appointed by the existing trustees.

Induction and training of Trustees

The need for new Trustees is reviewed regularly, and when appropriate, names are presented at a trustees' meeting for consideration. The existing trustees make any new appointments. New trustees are given copies of the Memorandum and Articles of Association, copies of previous accounts and the opportunity to discuss questions with trustees or the centre director. Several trustees have 20 to 30 years' experience of corporate and charitable governance and are able to act as mentors to new trustees. A third of all trustees are required to retire at each Annual General Meeting, although they are allowed to stand for re-election. Upon appointment trustees are informed of their obligations in law as a trustee of a charity, and are encouraged to acquaint themselves with the publications and guidance available from the Charity Commission.

Financial Review

Results

Net incoming resources for the year amounted to £1,310 (2016: outgoing resources £2,475). Unrestricted funds carried forward at the year end were £401,707 (2016: £400,397). Restricted funds carried forward at the year end were £nil (2016: £nil).

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Income Sources

The Trust receives grants from statutory bodies and charitable foundations, and donations from a number of churches and individual donors.

We are grateful to the following organisations for grants this year:

- The Big Lottery (People and Places),
- British Gas Energy Trust,
- Cardiff County Council,
- Lloyds Bank Foundation for England and Wales,
- Reaching Justice Wales.

We are grateful for donations towards our work from Glenwood, Mackintosh and Thornhill Churches in Cardiff, and many individual donors.

We are also grateful to the Legal Education Foundation for its ongoing support under the Justice First Fellowship.

Reserves policy

The Charity holds reserves equivalent to three months' salary costs and owns its own building, with substantial equity.

Responsibilities of the Trustees

The trustees (who are also directors of Action in the Community Trust for the purpose of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

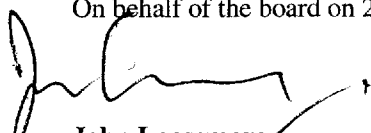
Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including income and expenditure. In preparing these financial statements, 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 prudent and reasonable
- State where applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation

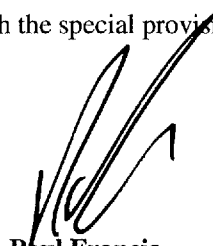
The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and which enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding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

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2016 relating to small companies.

On behalf of the board on 22nd June 2017



John Loosemore
Chair of Trustees



Paul Francis
Trustee

**Independent Examiner's Report
To the Members of Action in the Community Trust
For the Year to 31 March 2017**

**Independent examiner's report to the trustees on the unaudited financial statements of
Action in the Community Trust.**

I report on the accounts of Action in the Community Trust for the year ended 31 March 2017 set out on pages 3 to 17.

Respective responsibilities of trustees and independent examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The 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. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, 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 Commission under section 145(5)(b) of the 2011 Act; and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

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 seeking 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.

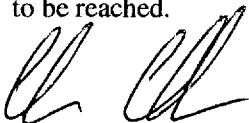
Independent examiner's statement

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

(i) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep proper accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or

(ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



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Steve Ellum & Associates

Chartered Accountants

Independent examiner

Adulam House

Glan Yr Afon

Llanelli SA15 3QB

Date: 23/06/2017

**Statement of Financial Activities (including income and expenditure account)
For the Year Ended 31 March 2017**

	Notes	Unrestricted funds £	Restricted funds £	Total 2017 £	Total 2016 £
Income from:					
Donations and legacies	3	38,982	-	38,982	54,986
Charitable activities	5	93,000	217,961	310,961	268,163
Investments					
Bank interest received	6	20	-	20	40
Other	7	2,359	-	2,359	4,408
Total Income		<u>134,361</u>	<u>217,961</u>	<u>352,322</u>	<u>327,597</u>
Expenditure on:					
Raising Funds	8	5,727	-	5,727	10,159
Charitable activities	9	127,324	217,961	345,285	319,913
Total Expenditure		<u>133,051</u>	<u>217,961</u>	<u>351,012</u>	<u>330,072</u>
Net income/(expenditure) Net movement in funds		1,310	-	1,310	(2,475)
Reconciliation of Funds					
Total funds brought forward		<u>400,397</u>	-	<u>400,397</u>	<u>402,872</u>
Total funds carried forward		<u>401,707</u>	-	<u>401,707</u>	<u>400,397</u>

The notes on pages 9 to 17 form part of these financial statements.

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**Balance Sheet
at 31 March 2017**

	Notes	2017		2016	
		£	£	£	£
Fixed assets					
Tangible assets	12		331,268		337,871
Total fixed assets			<u>331,268</u>		<u>337,871</u>
Current assets					
Debtors	13	8,713		15,044	
Cash at bank and in hand		84,718		54,447	
		<u>93,431</u>		<u>69,491</u>	
Creditors: Amounts falling due within one year	14	(22,992)		(6,965)	
Net current assets			<u>70,439</u>		<u>62,526</u>
Total assets less current liabilities			<u>401,707</u>		<u>400,397</u>
Net assets			<u>401,707</u>		<u>400,397</u>
Represented by:					
Unrestricted funds	15		401,707		400,397
Restricted funds	16		-		-
			<u>401,707</u>		<u>400,397</u>

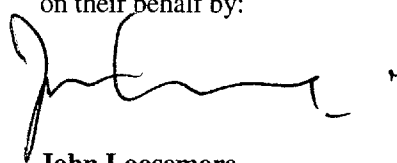
For the 12 months ending 31 March 2017, the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.

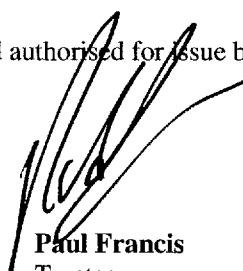
The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

These financial statements were approved and authorised for issue by the trustees on 22nd June 2017 and signed on their behalf by:



John Loosemore
Chair of trustees



Paul Francis
Trustee

Company Number: 7550894

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Notes to the Accounts for the year ended 31 March 2017

1. Company information

Action in the Community Trust is a company limited by guarantee and registered in England and Wales, registration number 7550894, and a registered charity number 1140949. The registered office is 166 Richmond Road, Cardiff, CF24 3BX.

1.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: 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) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice as it applies from 1 January 2015.

The charity has applied Update Bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

Action in the Community Trust meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

Total income has increased to £352k and the trustees continue to pursue strategies to increase the number of grants and donations needed to fund the work, and hence these accounts have been prepared on a Going Concern basis.

The financial statements are prepared in sterling (£), and rounded to the nearest pound.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

1.2 Income

All income is recognised in the Statement of Financial Activities when the charity has entitlement to the funds, it is probable that the income will be received and the amount can be reliably measured.

Donations, legacies and similar incoming resources are reported gross and the related fundraising costs are reported in costs of generating funds.

Income from government and other grants, whether “capital” or “revenue” grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be reliably measured and is not deferred.

Grants from the government and other agencies have been included in incoming resources from charitable activities where these amount to a contract for services, but as donations where the money is given in response to an appeal or with greater freedom of use, for example government block grants.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable.

Notes to the Accounts for the year ended 31 March 2017

1.3 Expenditure

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

Raising Funds represents expenditure incurred in motivating the individual supporters, trusts and other organisations to contribute to the work of the charity; costs associated with the running of the charity shop and investment management costs.

Charitable activities represents those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those of an indirect nature necessary to support them.

Governance represents those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

All costs including support 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 the basis of an estimate of the proportion of time spent by staff on the activity.

Support costs are those costs which do not in themselves constitute an activity; instead they enable output creating activities to be undertaken. This cost category includes the central or regional office functions such as general management, human resources and payroll administration, budgeting and accounting, and information technology.

1.4 Fund accounting

The charity maintains various types of funds as follows:

General unrestricted funds represent income which can be used in accordance with the charitable objects at the discretion of the trustees.

Designated funds represent income set aside by the trustees out of general unrestricted funds for specific future purposes or projects.

Restricted funds represent income to be used in accordance with specific restrictions imposed by donors or which has been raised by the charity for particular purposes.

1.5 Fixed assets and depreciation

The threshold for capitalisation of assets is set at £500 per item. Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Freehold Land and Buildings	-	Straight Line over 50 years
Fixtures fittings and equipment	-	20% straight line

Provision is made for depreciation on the freehold property but not the related land. The freehold building cost £346,393. The trustees consider that £200,000 of this costs relates to the land and £146,393 relates to the costs of the building and therefore this amount has been depreciated accordingly.

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Notes to the Accounts for the year ended 31 March 2017

1.6 Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in the statement of financial activities.

1.7 Cash and cash equivalents

Cash and cash equivalents in the balance sheet comprise cash at bank and in hand.

2 Net income / (expenditure)

2017 **2016**
£ £

The net income / (expenditure) for the year is stated after charging:

Depreciation and other amounts written off tangible fixed assets:

Owned assets	6,603	6,603
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3 Donations and Legacies

	Unrestricted funds £	Restricted funds £	Total 2017 £	Total 2016 £
Donations to The Speakeasy	38,982	-	38,982	16,713
Legal Educational Foundation	-	-	-	33,773
Access to Justice Foundation	-	-	-	3,500
Other Charitable Trusts	-	-	-	1,000
	38,982	-	38,982	54,986

Income from donations and legacies was £38,982 (2016: £54,986) of which £38,982 (2016: £17,713) was unrestricted and £nil (2016: £37,273) was restricted.

4 Total income

	Total 2017 £	Total 2016 £
Donations and legacies	38,982	54,986
Grants from local authorities and trusts	310,961	268,163
Interest received	20	40
Other income	2,359	4,408
	352,322	327,597

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Notes to the Accounts for the year ended 31 March 2017

5 Income from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2017 £	Total 2016 £
Local Authority Grants (Cardiff County Council)	90,000	-	90,000	90,000
British Gas Energy Trust	-	176,588	176,588	137,994
Lloyds Bank Foundation for England and Wales	-	4,810	4,810	-
Reaching Justice Wales	3,000	-	3,000	-
Big Lottery	-	36,563	36,563	40,169
	<u>93,000</u>	<u>217,961</u>	<u>310,961</u>	<u>268,163</u>

Incoming resources from charitable activities was £310,961 (2016: £268,163) of which £93,000 (2016: £90,000) was unrestricted and £217,961 (2016: £178,163) was restricted.

6 Bank interest

	Unrestricted Total Funds 2017 £	Unrestricted Total Funds 2016 £
Bank interest receivable	<u>20</u>	<u>40</u>

7 Other income

	Unrestricted Total Funds 2017 £	Unrestricted Total Funds 2016 £
Other income	<u>2,359</u>	<u>4,408</u>

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Notes to the Accounts for the year ended 31 March 2017

8 Costs of raising funds

	Unrestricted Total Funds 2017 £	Unrestricted Total Funds 2016 £
Fundraising	5,727	10,159
	<u>5,727</u>	<u>10,159</u>

Costs of raising funds includes employment costs of £4,269 (2016: £7,480).

9 Cost of charitable activities – by fund type

	Unrestricted funds 2017 £	Restricted funds 2017 £	Total funds 2017 £	Total funds 2016 £
Provision of legal advice	127,324	217,961	345,285	319,913
	<u>127,324</u>	<u>217,961</u>	<u>345,285</u>	<u>319,913</u>

The cost of charitable activities was £345,285 (2016: £319,913) of which £127,324 (2016: £99,152) was unrestricted and £217,961 (2016: £220,761) was restricted.

10 Cost of charitable activities – by activity

	Activities undertaken 2017 £	Support costs 2017 £	Total funds 2017 £	Total funds 2016 £
Provision of legal advice	305,290	39,995	345,285	319,913
	<u>305,290</u>	<u>39,995</u>	<u>345,285</u>	<u>319,913</u>

Activities undertaken directly include employment costs of £303,165 (2016 - £267,599). Support costs consist of office costs, travel costs and depreciation and include governance costs of £2,415 (2016 - £2,400).

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Notes to the Accounts for the year ended 31 March 2017

11 Staff numbers and cost

	2017	2016
The average number of staff employed during the year was 14 (2016: 14).		
The average number of full time equivalent staff employed by the charity during the year, analysed by category, including support staff was as follows:	Number	Number
Provision of legal advice	10.5	11.5
Fundraising	0.5	0.5
	<hr style="width: 50%; margin: 0 auto;"/>	<hr style="width: 50%; margin: 0 auto;"/>
Provision of legal advice	11.0	12.0
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	£	£
Wages and salaries	282,380	254,094
Social security costs	23,877	20,984
Pension costs	1,177	-
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	307,434	275,078
	<hr style="width: 50%; margin: 0 auto;"/>	<hr style="width: 50%; margin: 0 auto;"/>

No staff member was paid more than £60,000 in the financial year. No trustee received any remuneration during the year (2016: £nil).

No trustee received any remuneration or payment of expenses during the year.

The total employment benefits, including employer pension contributions, of the key management personnel of the charity were £38,555 (2016: £37,263).

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Notes to the Accounts for the year ended 31 March 2017

12 Fixed assets - Tangible

	Freehold Property	Fixtures Fittings & Equipment	Total Assets
Cost			
At 1 Apr 2016	346,393	18,381	364,774
Additions	-	-	-
Disposals	-	-	-
At 31 Mar 2017	<u>346,393</u>	<u>18,381</u>	<u>364,774</u>
Depreciation			
At 1 Apr 2016	14,189	12,714	26,903
Charge for the year	2,927	3,676	6,603
Disposals	-	-	-
At 31 Mar 2017	<u>17,116</u>	<u>16,390</u>	<u>33,506</u>
Net Book Value			
At 31 Mar 2017	<u>329,277</u>	<u>1,991</u>	<u>331,268</u>
At 31 Mar 2016	<u>332,204</u>	<u>5,667</u>	<u>337,871</u>

13 Debtors

	2017 £	2016 £
Trade debtors	70	6,994
Prepayments and accrued income	6,966	7,024
Other debtors	1,677	1,026
	<u>8,713</u>	<u>15,044</u>

Other debtors include Gift Aid tax recoverable of £577 (2016: £672).

14 Creditors: Amounts falling due within one year

	2017 £	2016 £
Trade creditors	1,822	18
Other taxes and social security	6,122	5,695
Accruals and deferred income	14,590	1,252
Other creditors	458	-
	<u>22,992</u>	<u>6,965</u>

Included in Accruals is deferred income of £13,450 (2016 - £nil) which relates to activities taking place after the year end.

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Notes to the Accounts for the year ended 31 March 2017

15 Unrestricted funds

	Balance at 1 Apr 2016 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 Mar 2017 £
General funds	400,397	134,361	(133,051)	-	401,707

16 Restricted funds

	Balance at 1 Apr 2016 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 Mar 2017 £
British Gas Energy Trust	-	176,588	(176,588)	-	-
Big Lottery	-	36,563	(36,563)	-	-
Lloyds Bank Foundation For England and Wales	-	4,810	(4,810)	-	-
	-	217,961	(217,961)	-	-

The British Gas Energy Trust grant was towards advising on energy debt and obtaining funds to address fuel poverty.

The Big Lottery funding was to set up a Financial Inclusion Project in East Cardiff.

The Lloyds Bank Foundation for England and Wales grant was to carry out free housing advice in Cardiff.

17 Analysis of net assets between funds

	Unrestricted Funds £	Restricted funds £	Total Funds 2017 £	Total Funds 2016 £
Tangible assets	331,268	-	331,268	337,871
Cash at bank and in hand	84,718	-	84,718	54,447
Other net current assets/ (liabilities)	(14,279)	-	(14,279)	8,079
	401,707	-	401,707	400,397

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Notes to the Accounts for the year ended 31 March 2017

18 Taxation

As a charity, Action in the Community Trust is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

19 Related parties

The charity is connected with the following organisations:-

1. Glenwood Church Trust;
2. The Salt Trust;
3. Hope CIO.

Glenwood Church Trust is related as John Gallacher, Norman Adams and Paul Francis all served as trustees of ACT during the financial year. During the year gifts of £375 (2016 - £1,500) were received from Glenwood Church. There were no outstanding balances at the year end.

The Salt Trust is related as two of the trustees of the charity served as trustees of ACT during the financial year. These were Norman Adams and Steve Williams. During the year gifts of £52 (2016 - £52) were received from The Salt Trust. There were no outstanding balances at the year end.

Hope CIO is related as three of the trustees served as trustees of ACT during the financial year. These were Paul Francis, Rachel Treseder and Nkini Pulei. Payments of £2,160 (2015 - £2,160) were received from Hope CIO. There were no outstanding balances at the year end.

The total amount of donations received during the year from related parties was £1,252 (£952).

20 Controlling parties

In the opinion of the trustees there is no single ultimate controlling party of the charity.

21 Company limited by guarantee

Action in the Community Trust is a company limited by guarantee and accordingly does not have a share capital. Every member of the company undertakes to contribute such amount as may be required not exceeding £10 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member