

## **Involve Leeds**

Charity number 1166340

A company limited by guarantee number 09760686

# **Annual Report and Financial Statements for the year ended 30 September 2018**



# **Involve Leeds**

## **Annual Report and Financial Statements for the year ended 30 September 2018**

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**Prepared by West Yorkshire Community Accounting Service**

## **Involve Leeds**

### **Trustees' report for the year ended 30 September 2018**

#### **Reference and administrative details of the charity, its trustees and advisors**

The trustees during the financial year and up to and including the date the report was approved were:

##### **Name**

Richard Hamlin  
Howard Bradley

**Company secretary** Deborah Wynter

**Charity number** 1166340 Registered in England and Wales

**Company number** 09760686 Registered in England and Wales

<b>Registered and principal address</b>	<b>Bankers</b>
Involve Learning Centre	HSBC
Whitfield Avenue	33 Park Row
Leeds	Leeds
LS10 2QE	LS1 1LD

##### **Independent examiner**

Claire Welling

##### **West Yorkshire Community Accounting Service**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

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

The charity is a company limited by guarantee and was formed on 3 September 2015. It is governed by a memorandum and articles of association. The articles were amended by special resolution on 15 March 2016. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £10.

#### **Method of recruitment and appointment of trustees**

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM.

#### **Objectives and activities**

##### **The charity's objects**

To act as a resource for young people from the age of 11 up to the age of 16 living in Leeds by providing advice and assistance and organising programmes of physical, educational and other activities as a means of:

- a) advancing in life and helping young people by developing their skills, capacities and capabilities to enable them to participate in society as independent, mature and responsible individuals;
- b) advancing education;
- c) providing recreational and leisure time activity in the interests of social welfare for people living in the area of benefit who have need by reason of their youth, age, infirmity or disability, poverty or social and economic circumstances with a view to improving the conditions of life of such persons.

## **Involve Leeds**

### **Trustees' report (continued) for the year ended 30 September 2018**

#### **The charity's main activities**

Involve provides a variety of education programmes to vulnerable young people living in Leeds. The programmes are both effective and creative, positively impacting their education achievement, their self-esteem and their future aspirations. Programmes have included KS3 education, KS4 enterprise, work experience, afterschool clubs, one to one mentoring, bicycle refurbishment, trips, educational visits and residential. All the activities have the joint aim of helping young people learn, achieve and realise their potential.

#### **Public benefit statement**

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of education and support programmes

# Involve Leeds


## Trustees' report (continued) for the year ended 30 September 2018

### Achievements and performance

# SOCIAL IMPACT REPORT 2017/18

Involve is a high quality nurturing alternative education provision. Our team of teachers and tutors support no more than 8 young people per day at a...

**RATIO OF**



**8 YOUNG PEOPLE TO 3 STAFF**


**IN 2017/18**  
Involve supported 15 young people, providing...

 **4,048 HOURS**  
of direct support

*The Involve team spent a further 2000hrs providing indirect support which includes curriculum and marking, contact with school, contact with home and attending multi-agency meetings.*

**WE MEASURE OUR SUCCESS BY ATTENDANCE & ENGAGEMENT, BEHAVIOUR, ACHIEVEMENT AND PROGRESSION.**


**ATTENDANCE AND ENGAGEMENT**

**81%**  The average attendance for the 15 young people was 81%, with 7 out of 15 achieving 100%!


We are really proud of this statistic as high attendance figures demonstrate a 'buy-in' from the young person into what Involve is all about! If a young person struggles to attend initially or their attendance falls, we act, arranging review meetings, conducting home visits and removing any barriers to attendance.

Attendance data taken from CLM system and includes authorised & unauthorised absences. National PRU attendance 67.4% 2015/16. DfE 2017.

**INVOLVE IS SUITABLE FOR A KS3 YOUNG PERSON:**

<p>Who struggles in mainstream education and may be at risk of permanent exclusion.</p> <p>Faces personal, emotional or social difficulties which stops them from achieving at school.</p>		<p>Where existing school strategies have been implemented with limited or no success.</p> <p>Who has a record of non-engagement, poor attendance, low achievement and challenging behaviour.</p>
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We typically offer 3-5 days a week provision providing we have places available on the requested days. The Involve day starts at 9.45am and finishes at 2.15pm. We may be able to tailor our offering to less than 3 days a week, and/or half days depending on the circumstances of each individual case.

 Involve is committed to working with young people across a 10 - 30 week period.

Each day that a young person attends, they will complete targeted English and maths work in line with the National Curriculum.

Each day we also deliver lessons on creative topics such as media, food tech and art, as well as building confidence and communication through sports and activities. We place as much emphasis on learner progression as behaviour support.

We keep in touch with the referring schools with half termly learner progression reports and provide a detailed report at the end of a placement to offer recommendations for the future.


**OUR PROGRAMME**

We typically offer 3-5 days a week provision providing we have places available on the requested days. The Involve day starts at 9.45am and finishes at 2.15pm. We may be able to tailor our offering to less than 3 days a week, and/or half days depending on the circumstances of each individual case.

**BEHAVIOUR**

Involve prides itself in being experts in turning behaviour round. Every day the young person receives a score out of 10 depending on their levels of engagement. Involve has high standards and boundaries which are an absolute necessity to ensure the young people can thrive and succeed.

In 2017/18 the average daily score for behaviour was a fantastic...



**7.2 / 10**

Involve has a scaled behaviour system for each lesson which in turn gives a total for each day which is feedback to schools on a weekly basis.

# Involve Leeds

## Trustees' report (continued) for the year ended 30 September 2018

### Achievements and performance (continued)

#### ACHIEVEMENT

At the beginning of each placement the referred young person completes an initial assessment to identify their ability in English and Maths. Using this data and grades from school, young people are set a target grade and a personal subject target. These are reviewed on a half termly basis, drawing upon data from formative and summative assessments. We regularly provide feedback to young people on their work, progress and targets and communicate this to schools.

In 2017/18 the average increase in levels was:

	<b>READING</b>	2 NC sub levels (1 GCSE grade)
	<b>WRITING</b>	2 NC sub levels (1 GCSE grade)
	<b>MATHS</b>	3 NC sub levels (1 GCSE grade)

#### VALUE FOR MONEY

As a charity Involve works hard to secure funding from a variety of different sources to enhance and support our work. In 2017/18 for every £2 paid by schools in Leeds, Involve secured £1 from other sources to make sure the best outcomes can be secured for Leeds' young people.

Comparison between referral income and grant, trust and other income from profit/loss QuickBooks 2017/18 data.

#### CASE STUDY

Peter joined us as a year 8 student with a range of complex needs including: very poor attendance percentages, below minimal engagement at school, anger management/ emotional issues and total breakdown in relationships with staff at school. Peter was very negative about education, the system and the role they had within it, at first Peter had the same attitude towards Involve and its team. Peter was assigned a key worker who attempted to build up a positive relationship based around respect and understanding. The key worker kept contact with home and school throughout the placement to ensure that he had consistent support available. After a short while Peter began to settle, attendance and engagement increased which gave the key worker the opportunity to work with him on some of the anger management and emotional awareness that he so greatly needed. Peter responded well to this intervention and continued to work with the team positively and effectively for the duration of their placement.

School visited him on a number of occasions and following each visit the staff from school remarked "Peter is like a different person" and "it's so good to see him happy and engaging" Peter went on to achieve 91.5% during their time with us, they also secured a place with a specialist provision to continue the work around engagement, anger and emotions.

#### PROGRESSION

It is vital we are a link in a positive chain of education and support. Our aim is to reintegrate young people back into mainstream school or prepare them for their next step in education. In 2017/18 of those young people who moved on from Involve:

-  47% were reintegrated back into mainstream school or progressed onto further alternative education or training.
-  20% were supported to gain EHC assessment for appropriate specialist special education placement
-  33% re-engaged by INVOLVE for additional support

#### OUTCOMES MATRIX

Involve works holistically with the referred young person using the Involve Outcomes Matrix capturing wide ranging data regarding their wellbeing. In tutorials young people are asked to comment on how they feel their placement is going. In 2017/18...

★★★★★ of young people reported a significantly greater level of Behaviour, Attendance, Self-esteem, Attitude to learning, Personal goals than at the start of their placement.

## 100%

★★★★★



**THE TEAM AT INVOLVE ARE EXCELLENT AT SUPPORTING YOUNG PEOPLE AND THEIR FAMILIES TO ENABLE THEM TO ACCESS THE PROVISION AND TO PROGRESS WELL. THE TEAM REGULARLY GO OVER AND ABOVE TO ENSURE OUR YOUNG PEOPLE HAVE THE BEST SUPPORT ON OFFER.**

*Charlie Greenwood, Pastoral Co-ordinator for Specialist Provision, Co-op Academy Leeds*

 Involve Learning Centre, Whitfield Avenue, Leeds

 [www.involveleeds.org.uk](http://www.involveleeds.org.uk)

 0113 320 0396

Registered Charity Number 1186340



INCREASE ACHIEVEMENT INCREASE RESILIENCE

## **Involve Leeds**

### **Trustees' report (continued) for the year ended 30 September 2018**

#### **Financial review**

The net income for the year was £55,238, including net expenditure of £2,224 on unrestricted funds and net income of £57,462 on restricted funds.

#### **Reserves policy**

The charity's free reserves, excluding fixed assets, at the year end were £114,596.

It is the policy of the trustees to hold between 3 and 15 months' reserves.

## **Involve Leeds**

### **Trustees' report (continued) for the year ended 30 September 2018**

#### **Statement of trustees' responsibilities**

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the accounts on a 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 to enable them to ensure that the financial accounts comply with the Companies Act 2006. 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.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Signed on behalf of the board of trustees:

Signed..... (Trustee)

Name.....

Date.....



## **Involve Leeds**

### **Independent examiner's report to the trustees of Involve Leeds**

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 30 September 2018, which are set out on pages 9 to 15.

#### **Responsibilities and basis of report**

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

Having satisfied myself that the accounts of the charitable 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 ('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.

#### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- 2 the accounts do not accord with those records; or
- 3 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; or
- 4 the accounts 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 accounts 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 this report in order to enable a proper understanding of the accounts to be reached.

Signed: ..... Name: Claire Welling

Date: .....

#### **West Yorkshire Community Accounting Service**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

## Involve Leeds

### Statement of Financial Activities

(including summary income and expenditure account)

for the year ended 30 September 2018

	Notes	2018 Unrestricted funds £	2018 Restricted funds £	2018 Total funds £	2017 Total funds £
<b>Income from:</b>					
Grants and donations	(2)	5,557	87,950	93,507	26,127
Schools income		80,693	-	80,693	89,058
Rental income		5,140	-	5,140	10,200
Recharges to St Luke's Cares		12,852	-	12,852	60,320
Reimbursed expenses		-	-	-	386
Other income		-	-	-	31
<b>Total income</b>		<b>104,242</b>	<b>87,950</b>	<b>192,192</b>	<b>186,122</b>
<b>Expenditure on:</b>					
Salaries and NIC	(3)	72,037	20,365	92,402	91,624
Sessional workers		-	-	-	1,464
Administration costs		153	116	269	11,068
Broadband		156	443	599	378
Computer and internet expenses		28	-	28	94
Food and refreshments		2,497	1,550	4,047	3,259
Insurance		2,365	-	2,365	2,639
Office expenses		1,437	491	1,928	2,939
Premises		9,729	2,063	11,792	11,189
Printing and reproduction		68	226	294	173
Professional fees		863	3,444	4,307	1,121
Repairs and maintenance		100	26	126	290
Small tools and equipment		88	-	88	138
Staff training		756	70	826	600
Childcare vouchers		8,198	-	8,198	6,355
Travel and meetings		1,311	591	1,902	1,379
Trips and residentials		-	363	363	341
Utilities		4,417	740	5,157	5,455
Donation to others		100	-	100	-
Postage and delivery		12	-	12	38
Depreciation		2,151	-	2,151	1,948
<b>Total expenditure</b>		<b>106,466</b>	<b>30,488</b>	<b>136,954</b>	<b>142,492</b>
<b>Net income / (expenditure)</b>		<b>(2,224)</b>	<b>57,462</b>	<b>55,238</b>	<b>43,630</b>
<b>Fund balances brought forward</b>		<b>118,588</b>	<b>-</b>	<b>118,588</b>	<b>74,958</b>
<b>Fund balances carried forward</b>	(4)	<b>116,364</b>	<b>57,462</b>	<b>173,826</b>	<b>118,588</b>

All incoming resources and resources expended derive from continuing activities.

## Involve Leeds

### Balance sheet

as at 30 September 2018

	2018	2018	2018	2017
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>Fixed assets</b>				
Tangible assets	(5) 1,768	-	1,768	3,919
<b>Total fixed assets</b>	<u>1,768</u>	<u>-</u>	<u>1,768</u>	<u>3,919</u>
<b>Current assets</b>				
Debtors	14,517	12,240	26,757	3,648
Cash at bank and in hand	(6) 101,587	45,222	146,809	112,066
<b>Total current assets</b>	<u>116,104</u>	<u>57,462</u>	<u>173,566</u>	<u>115,714</u>
<b>Current liabilities:</b>				
<b>amounts falling due within one year</b>				
Creditors and accruals	(7) 1,508	-	1,508	1,045
<b>Total current liabilities</b>	<u>1,508</u>	<u>-</u>	<u>1,508</u>	<u>1,045</u>
<b>Net current assets / (liabilities)</b>	<u>114,596</u>	<u>57,462</u>	<u>172,058</u>	<u>114,669</u>
<b>Total assets less current liabilities</b>	<u>116,364</u>	<u>57,462</u>	<u>173,826</u>	<u>118,588</u>
<b>Net assets</b>	<u>116,364</u>	<u>57,462</u>	<u>173,826</u>	<u>118,588</u>
<b>Funds</b>				
Unrestricted funds	116,364	-	116,364	118,588
Restricted funds	-	57,462	57,462	-
<b>Total funds</b>	<u>116,364</u>	<u>57,462</u>	<u>173,826</u>	<u>118,588</u>

For the year ending 30 September 2018 the charitable 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 charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who also the directors for the purposes of company law) 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 and with FRS 102 (effective January 2015).

The financial statements were approved by the board of trustees on

Date: .....

Signed: .....

(Trustee)

Name .....

# **Involve Leeds**

## **Notes to the accounts**

### **for the year ended 30 September 2018**

#### **1 Accounting policies**

##### **Basis of accounting**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these 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 (FRS 102) (effective 1 January 2015). The charity constitutes a public benefit entity as defined by FRS 102. There has been no change to the accounting policies since last year. No changes have been made to the accounts for previous years.

##### **Going concern**

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

##### **Incoming resources**

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

##### **Grants and donations**

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

##### **Expenditure and liabilities**

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

##### **Taxation**

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

##### **Tangible fixed assets**

Tangible fixed assets costing more than £500 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Minibus: over 4 years

Fixtures and fittings: over the lifetime of the tenancy agreement held with Leeds Christian Community Trust.

Computer equipment (second hand): over 2 years

##### **Pensions**

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

# Involve Leeds

## Notes to the accounts continued

### for the year ended 30 September 2018

#### 1 Accounting policies (continued)

##### Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

#### 2 Grants and donations

	2018	2018	2018	2017
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Garfield Weston Foundation	-	30,000	30,000	15,000
Social Investment Business (SIB)	-	32,390	32,390	-
Awards for All	-	9,580	9,580	-
WYPCC	4,992	-	4,992	-
Arise 2018	-	980	980	-
Swire Charitable Trust	-	15,000	15,000	-
Christine Hall Trust	-	-	-	500
Charles Brotherton Trust	-	-	-	125
Sylvia and Colin Shepherd Charitable Trust	-	-	-	500
Big Lottery Fund	-	-	-	9,920
Other donations	565	-	565	82
	<u>5,557</u>	<u>87,950</u>	<u>93,507</u>	<u>26,127</u>

#### 3 Staff costs and numbers

	2018	2017
	£	£
Gross salaries	83,066	82,966
Social security costs	6,675	6,799
Employment allowance	(3,000)	(3,607)
Payroll administration charges	950	838
Pensions	4,711	4,628
	<u>92,402</u>	<u>91,624</u>

The average number employees during the year was 5, being an average of 3.8 full time equivalent (2017: 5, 3.9 FTE).

There were no employees with emoluments above £60,000.

##### Defined contribution pension scheme

	2018	2017
	£	£
Costs of the scheme to the charity for the year	4,711	4,628

## Involve Leeds

### Notes to the accounts continued

#### for the year ended 30 September 2018

4 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Garfield Weston	-	30,000	6,250	-	23,750
SIB	-	32,390	3,432	-	28,958
Awards for All	-	9,580	5,076	-	4,504
Arise 2018	-	980	730	-	250
Swire Charitable Trust	-	15,000	15,000	-	-
	<u>-</u>	<u>87,950</u>	<u>30,488</u>	<u>-</u>	<u>57,462</u>

#### Fund name

#### Purpose of restriction

Garfield Weston	For KS3 alternative education provision and Wrap-Around support over 2 years
SIB	To support Involve to become investment ready
Awards for All	Can cook, will cook project
Arise 2018	Towards the delivery of a tailored education programme to support complex and vulnerable 11-14 year olds at risk of exclusion
Swire Charitable Trust	

#### 5 Tangible assets

	Equipment	Fixtures and fittings £	Minibus £	Total £
<b>Cost</b>				
At 1 October 2017	<u>765</u>	<u>4,075</u>	<u>3,000</u>	<u>7,840</u>
At 30 September 2018	<u>765</u>	<u>4,075</u>	<u>3,000</u>	<u>7,840</u>
<b>Depreciation</b>				
At 1 October 2017	383	2,038	1,500	3,921
Charge for year	<u>382</u>	<u>1,019</u>	<u>750</u>	<u>2,151</u>
At 30 September 2018	<u>765</u>	<u>3,057</u>	<u>2,250</u>	<u>6,072</u>
<b>Net book value</b>				
At 30 September 2018	<u>-</u>	<u>1,018</u>	<u>750</u>	<u>1,768</u>
At 30 September 2017	<u>382</u>	<u>2,037</u>	<u>1,500</u>	<u>3,919</u>

#### 6 Cash at bank and in hand

	2018 £	2017 £
HSBC current account	146,741	111,917
Cash	<u>68</u>	<u>149.00</u>
	<u>146,809</u>	<u>112,066</u>

#### 7 Creditors and accruals

	2018 £	2017 £
Credit card	223	221
Accruals	678	678
Creditors	<u>607</u>	<u>146</u>
	<u>1,508</u>	<u>1,045</u>

## **Involve Leeds**

### **Notes to the accounts continued**

#### **for the year ended 30 September 2018**

##### **8 Trustee expenses**

No trustee received any expenses during this year or the previous year.

##### **9 Related party transactions**

###### **Key management personnel**

The key management personnel of the charity comprises the Project lead and the project co-ordinators.

The total employee benefits of the key management personnel of the charity were £93,465 (2017: £91,624).

There were no other related party transactions during this year or the previous year.

## Involve Leeds

### Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 30 September 2018

	2018 Unrestricted funds £	2017 Unrestricted funds £	2018 Restricted funds £	2017 Restricted funds £	2018 Total funds £	2017 Total funds £
<b>Income</b>						
Grants and donations	5,557	16,207	87,950	9,920	93,507	26,127
Schools income	80,693	89,058	-	-	80,693	89,058
Rental income	5,140	10,200	-	-	5,140	10,200
Recharges to St Luke's Cares	12,852	60,320	-	-	12,852	60,320
Reimbursed expenses	-	386	-	-	-	386
Other income	-	31	-	-	-	31
<b>Total income</b>	<b>104,242</b>	<b>176,202</b>	<b>87,950</b>	<b>9,920</b>	<b>192,192</b>	<b>186,122</b>
<b>Expenditure</b>						
Salaries and NIC	72,037	81,704	20,365	9,920	92,402	91,624
Sessional workers	-	1,464	-	-	-	1,464
Administration costs	153	11,068	116	-	269	11,068
Broadband	156	378	443	-	599	378
Computer and internet expenses	28	94	-	-	28	94
Food and refreshments	2,497	3,259	1,550	-	4,047	3,259
Insurance	2,365	2,639	-	-	2,365	2,639
Office expenses	1,437	2,939	491	-	1,928	2,939
Premises	9,729	11,189	2,063	-	11,792	11,189
Printing and reproduction	68	173	226	-	294	173
Professional fees	863	1,121	3,444	-	4,307	1,121
Repairs and maintenance	100	290	26	-	126	290
Small tools and equipment	88	138	-	-	88	138
Staff training	756	600	70	-	826	600
Childcare vouchers	8,198	6,355	-	-	8,198	6,355
Travel and meetings	1,311	1,379	591	-	1,902	1,379
Trips and residentials	-	341	363	-	363	341
Utilities	4,417	5,455	740	-	5,157	5,455
Donation to others	100	-	-	-	100	-
Postage and delivery	12	38	-	-	12	38
Depreciation	2,151	1,948	-	-	2,151	1,948
<b>Total expenditure</b>	<b>106,466</b>	<b>132,572</b>	<b>30,488</b>	<b>9,920</b>	<b>136,954</b>	<b>142,492</b>
<b>Net income / (expenditure)</b>	<b>(2,224)</b>	<b>43,630</b>	<b>57,462</b>	<b>-</b>	<b>55,238</b>	<b>43,630</b>
<b>Fund balances brought forward</b>	<b>118,588</b>	<b>74,958</b>	<b>-</b>	<b>-</b>	<b>118,588</b>	<b>74,958</b>
<b>Fund balances carried forward</b>	<b>116,364</b>	<b>118,588</b>	<b>57,462</b>	<b>-</b>	<b>173,826</b>	<b>118,588</b>