# PLIAS RESETTLEMENT LTD Company Limited by Guarantee Unaudited Financial Statements 31 December 2018

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# PEARLMAN ROSE

Chartered accountants 39-40 Skylines Village Limeharbour, Docklands London E14 9TS

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# **Company Limited by Guarantee**

# **Financial Statements**

# Year ended 31 December 2018

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# **Company Limited by Guarantee**

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

# Year ended 31 December 2018

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 December 2018.

### **Reference and administrative details**

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Registered charity name	PLIAS RESETTLEMENT LTD
Charity registration number	1119468
Company registration number	5644439
Principal office and registered office	Unit 12, Bridge Park Complex Harrow Road Brentfield NW10 0RG London

#### The Management Committee

The Management Committee who served the charity during the period were as follows:

Mr David Truswell (Chair) Mrs Noreen Muir (Treasurer) Mr Michael Lazarus (Trustee) Mrs Carol Harrison Read Mr Tajean Hutton

Senior Management Team

Ms Norma Hoyte (Company Secretary & Director) Mr Tom Chandler (Director)

Accountants

Pearlman Rose Chartered Accountants 39-40 Skylines Village Limeharbour, Docklands London E14 9TS

**Bankers** 

HSBC Bank Plc 122 Wembley Park Drive Middlesex HA9 8HT

## **Company Limited by Guarantee**

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

## Year ended 31 December 2018

#### **Our Vision**

Our vision remains to work collaboratively and constructively through a partnership approach to help make neighbourhoods a safer place for the community. We work towards combating crime, reducing the risks of reoffending, reducing the fear of crime and supporting alternative choices for individuals who may be at risk of committing crime.

#### **Our Mission**

Our mission is to support the resettlement and integration of offenders back into the community, thereby improving their life chances and future prospects.

#### Principal activity and review of the business:

PLIAS Resettlement is a third sector organisation specialising in offender/ex-offender rehabilitation. Our overall aim is to reduce the risks of re-offending as defined by the National Offender Management Pathways to increase the confidence of our beneficiaries and help them to make positive and lasting change in their lives.

#### PLIAS services meet 5 strategic objectives:

- To reduce the risks of re-offending
- To support ex-offender community reintegration/rehabilitation/resettlement
- To support ex-offenders suffering labour market exclusion
- To provide education/training for unemployed ex-prisoners
- To develop/support alternatives to crime/offending for youths identified as 'at risk'

#### The range of PLIAS services includes:

- · Personal development workshops
- · Employment information, advice and guidance
- · Employer engagement and job search support
- · Job application and CV writing workshops
- · Interview techniques, motivation and confidence building
- · Skills assessment and development including functional skills (literacy, numeracy and IT)
- · Housing and benefits advice, guidance and signposting to additional support
- 1:1 mentoring support and advocacy support
- · Assistance with mental health issues and alcohol/drug misuse
- · Prisoner pre-release support careers information, advice and guidance

PLIAS has been able to make important headway over the last few years, not only in consolidating its financial position in an era of high uncertainty across the voluntary sector, but also its approach to service development and delivery with a focus on quality, innovation and effective support for staff and volunteers as well as the clients the organisation serves. While we cannot be complacent, as the volatile climate that the voluntary sector continues to struggle with shows no signs of abating, this past year has seen some remarkable achievements by PLIAS that have built on the steady focus on development and quality provision. Everyone involved with PLIAS at the staff and voluntary levels are commended for the efforts they have put in.

# **Company Limited by Guarantee**

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

## Year ended 31 December 2018

It is important also to give credit to the co-Directors Norma Hoyte and Tom Chandler who have excelled even their usual unstinting commitment to the organisation, thus ensuring significant organisational initiatives have come to fruition in the past year. The instigation of the Susan and Alex de Mont Awards on 24 July 2018 was an important new venture. Not only is this involvement of a new patron for the organisation, but a significant step for us in finding new income sources for PLIAS, it offers Alex de Mont a valuable legacy honouring his wife's lifelong equality commitments. We are proud to be able to host the Susan and Alex de Mont Legacy Fund that supports the Awards. It also allows us to sustain and develop our commitment to enhancing support and opportunities to women from Black, Asian and minority ethnic communities.

The Phoenix Project report was launched at the Susan and Alex de Mont Awards ceremony by Dr Suzella Palmer from the University of Bedfordshire. The project is important for PLIAS in demonstrating that we have a tried and tested model for support and personal development for vulnerable women, and we will soon disseminate the project report findings. I was asked to present the report at the Annual Congress on Mental Health in Paris in July 2018. The conference was attended by psychiatrists, psychologists and other mental health workers from around the world and the report was well received.

We did have a significant disappointment in the withdrawal of our contract to deliver our custody contract services at Wormwood Scrubs and Pentonville. While this was a result of wider changes currently within the criminal justice system regarding contracting arrangements, it also led to us having to make our first ever redundancy due to being unable to redeploy staff no longer funded through this contract. This was regrettable for us all.

PLIAS has raised concerns about the support of Black, Asian and minority ethnic women in the criminal justice system and the punitive deportation of long-standing UK residents for minor offences to national level forums and will continue to progress our views for major reform in these and other areas of the criminal justice system over the coming and future years. We have agreed to manage a Bursary Award in the name of David Stewart, a young man who died suddenly of a heart disease at the age of 19 on 30th March 2001, to support local young people. We will continue to explore other ways we can support such community awards. We have ambitious development plans for the next few years and our experience in previous years gives us every confidence we will be able to nurture these through to success.

Thanks to all for their continuing tireless support.

## **Company Limited by Guarantee**

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

## Year ended 31 December 2018

#### **Trustees' responsibilities statement**

The trustees are responsible for preparing the trustees' 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 in England and Wales requires the charity trustees to prepare financial statements for each 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 applicable Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and 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 applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust Deed. 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.

#### **Reserve statement**

The trustees have been keen to ensure that PLIAS Resettlement have been able to take advantage of appropriate funding opportunities to undertake its work.

The trustees will continue to maintain levels of reserves sufficiently to cover the charity's obligations in the event of winding up.

#### Independent examiner

Mohammad Jilani has been re-appointed as independent examiner for the ensuing year.

#### Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

Truswell

Chair of the Board of Trustees

## **Company Limited by Guarantee**

# Independent Examiner's Report to the Trustees of PLIAS RESETTLEMENT LTD

## Year ended 31 December 2018

I report to the trustees on my examination of the financial statements of PLIAS RESETTLEMENT LTD ('the charity') for the year ended 31 December 2018.

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

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

Having satisfied myself that the 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 the 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.

#### Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

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

- 1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2. the financial statements do not accord with those records; or
- the financial statements 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 financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their 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.

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Mohammad Jilani Independent Examiner

Pearlman Rose Chartered Accountants 39-40 Skylines Village Limeharbour, Docklands London E14 9TS

17th September 2019

Date

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# **Company Limited by Guarantee**

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

# Year ended 31 December 2018

		Lines and data d	2018		2017
	Note	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
Income and endowments	-	440.077	00 700	507 007	044.074
Charitable activities Investment income	5 6	443,277 231	63,760	507,037 231	911,974
Total income		443,508	63,760	507,268	911,974
<b>Expenditure</b> Expenditure on charitable activities	8	467,844	123,233	591,077	733,409
Total expenditure		467,844	123,233	591,077	733,409
Net (expenditure)/income and net					
movement in funds		(24,336)	(59,473)	(83,809)	178,565
Reconciliation of funds					
Total funds brought forward		282,551	65,722	348,273	169,708
Total funds carried forward		258,215	6,249	264,464	348,273

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 9 to 16 form part of these financial statements.

## **Company Limited by Guarantee**

# Statement of Financial Position

# 31 December 2018

	Note	2018 £	£	2017
Fixed assets	Note	τ.	L	£
Tangible fixed assets	13		20,011	5,877
Current assets				
Debtors	14	51,534		47,933
Cash at bank and in hand		205,852		312,816
		· · · · · · · · · · · · · · · · · · ·		
		257,386		360,749
Creditors: amounts falling due within one year	15	12,933		18,353
Net current assets			244,453	342,396
Total assets less current liabilities			264,464	348,273
Net assets			264,464	348,273
Funds of the charity				
Restricted funds			6,249	65,722
Unrestricted funds			258,215	282,551
			230,213	202,001
Total charity funds	17		264,464	348,273
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For the year ending 31 December 2018 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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- The members have not required the company to obtain an audit of its financial statements 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 financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on 30 June 2018, and are signed on behalf of the board by:

D. Imm **D** Truswell

Trustee

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# **Company Limited by Guarantee**

# **Statement of Cash Flows**

# Year ended 31 December 2018

	2018 £	2017 £
Cash flows from operating activities Net (expenditure)/income	(83,809)	178,565
Adjustments for: Depreciation of tangible fixed assets Other interest receivable and similar income Interest payable and similar charges Accrued expenses/(income)	3,532 (231) 286 25	1,199  173 (500)
<i>Changes in:</i> Trade and other debtors Trade and other creditors	(3,601) (5,445)	15,409 7,218
Cash generated from operations	(89,243)	202,064
Interest paid Interest received	(286) 231	(173) _
Net cash (used in)/from operating activities	(89,298)	201,891
Cash flows from investing activities Purchase of tangible assets	(17,666)	(4,277)
Net cash used in investing activities	(17,666)	(4,277)
Net (decrease)/increase in cash and cash equivalents Cash and cash equivalents at beginning of year	(106,964) 312,816	197,614 115,202
Cash and cash equivalents at end of year	205,852	312,816

The notes on pages 9 to 16 form part of these financial statements.

## **Company Limited by Guarantee**

## **Notes to the Financial Statements**

## Year ended 31 December 2018

#### 1. General information

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The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Unit 12, Bridge Park Complex, Harrow Road, Brentfield, NW10 0RG, London.

#### 2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Companies Act 2006.

#### 3. Accounting policies

#### **Basis of preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

#### Going concern

There are no material uncertainties about the charity's ability to continue.

#### Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

## **Company Limited by Guarantee**

## Notes to the Financial Statements (continued)

## Year ended 31 December 2018

#### 3. Accounting policies (continued)

#### Incoming resources

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All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

#### Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, noncharitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking
  activities that further its charitable aims for the benefit of its beneficiaries, including those
  support costs and costs relating to the governance of the charity apportioned to charitable
  activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

#### Tangible assets

All fixed assets are initially recorded at cost and are subsequently stated at cost less any accumulated depreciation. Any fixed assets carried at revalued amounts are recorded at the market value at the balance sheet date.

## **Company Limited by Guarantee**

### Notes to the Financial Statements (continued)

## Year ended 31 December 2018

#### 3. Accounting policies (continued)

#### Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Equipment - 15 - 20% on cost

#### Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

#### **Financial instruments**

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

# **Company Limited by Guarantee**

## Notes to the Financial Statements (continued)

## Year ended 31 December 2018

#### 3. Accounting policies (continued)

#### Financial instruments (continued)

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

#### **Defined contribution plans**

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

#### 4. Limited by guarantee

The charity is a company limited by guarantee and has no share capital.

# **Company Limited by Guarantee**

# Notes to the Financial Statements (continued)

# Year ended 31 December 2018

# 5. Charitable activities

	Unrestricted Funds	Restricted Funds	Total Funds 2018
	£	£	£
G4S Family Works	88,613	—	88,613
A De Mont Legacy		10,360	10,360
Other income	2,952		2,952
Prospects Information & Support	336,395	-	336,395
Lloyds Bank Foundation	_	25,000	25,000
Brunel University	2,800	-	2,800
Brent Council - Breaking Barriers Project	· -	28,400	28,400
Gift aid	12,517	-	12,517
	443,277	63,760	507,037

	Unrestricted	Restricted	<b>Total Fund</b>
	Funds	Funds	201
	£	£	£
G4S Family Works	48,945		48,94
A De Mont Legacy	839. 	50,000	50,00
Other income	2,625	2,100	4,72
Act for Change		11,875	11,87
Placement students	7,600	_	7,60
DWP	-	46,134	46,13
Prospects Information & Support	674,695	_	674,69
Edward Harvist Trust	_	5,000	5,00
Brent Council - Breaking Barriers Project	_	22,500	22,50
Esmee Fairbarin	-	40,500	40,50
	733,865	178,109	911,97

## 6. Investment income

£	£	£	£
231	231	_	
	£ 231		

# **Company Limited by Guarantee**

# Notes to the Financial Statements (continued)

# Year ended 31 December 2018

## 7. Expenditure on charitable activities by activity type

	Unrestricted funds £	Restricted funds £	Total funds 2018 £	Total funds 2017 £
Wages & salaries	157,150	99,623	256,773	300,702
Directors remuneration	101,737		101,737	116,012
Employer's Ni	30,033	_	30,033	37,026
Rent payable	22,295	_	22,295	22,834
Repairs & maintenance	1,118	_	1,118	6,873
Insurance	3,116	_	3,116	3,088
Printing, postage & stationary	13,726	_	13,726	13,767
Telephone & fax	4,847	_	4,847	4,389
Education training & Project costs	79,557	16,515	96,072	149,527
Travel & subsistence	10,261	_	10,261	7,659
Volunteer expenses	8,887		8,887	14,926
Staff welfare	8,531	_	8,531	7,191
Governance costs	26,586	7,095	33,681	49,415
	467,844	123,233	591,077	733,409

#### **Governance costs**

	2018 £	2017 £
Accountancy fees	5,200	3,575
Consultancy fees	15,723	36,047
Professional fees	8,940	8,421
Bank charges	286	173
Depreciation	3,532	1,199
	33,681	49,415

#### 8. Net income

Net income is stated after charging/(crediting):

	Depreciation of tangible fixed assets	2018 £ 3,532	2017 £ 1,199
9.	Independent examination fees		
		2018 £	2017 £
	Fees payable to the independent examiner for:		
	Independent examination of the financial statements	3,000	3,000

# **Company Limited by Guarantee**

## Notes to the Financial Statements (continued)

## Year ended 31 December 2018

#### 10. Staff costs

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

	2018	2017
	£	£
Wages and salaries	348,715	408,910
Social security costs	30,033	37,026
Employer contributions to pension plans	9,795	7,804
	388,543	453,740

The average head count of employees during the year was 11 (2017: 15). The average number of full-time equivalent employees during the year is analysed as follows:

	2018	2017
	No.	No.
Number of staff - Administration	9	13
Number of staff - Management	2	2
	11	15

No employee received employee benefits of more than £60,000 during the year (2017: Nil).

#### 11. Trustee remuneration and expenses

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

#### 12. Tangible fixed assets

	Equipment £	Total £
<b>Cost</b> At 1 January 2018 Additions	~ 135,952 17,666	~ 135,952 17,666
At 31 December 2018	153,618	153,618
<b>Depreciation</b> At 1 January 2018 Charge for the year	130,075 3,532	130,075 3,532
At 31 December 2018	133,607	133,607
Carrying amount At 31 December 2018	20,011	20,011
At 31 December 2017	5,877	5,877

# **Company Limited by Guarantee**

# Notes to the Financial Statements (continued)

## Year ended 31 December 2018

#### 13. Debtors

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	Trade debtors Other debtors	2018 £ 46,864 4,670	2017 £ 48,683 3,250
		51,534	47,933
14.	Creditors: amounts falling due within one year		
	Trade creditors Accruals and deferred income Social security and other taxes Other creditors	2018 £ 187 1,350 9,398 1,998	2017 £ 1,999 1,325 10,522 4,507
		12,933	18,353

#### 15. Pensions and other post retirement benefits

### **Defined contribution plans**

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £9,795 (2017: £7,804).

#### 16. Analysis of charitable funds

#### **Unrestricted funds**

	At 1 January 2018	Income	At 31 December Expenditure 2018	
	£	£	£	£
General funds	282,551	443,508	(467,844)	258,215
Restricted funds				
	At			At
	1 January		31 December	
	2018	Income	Expenditure	2018
	£	£	£	£
Restricted Funds	65,722	63,760	(123,233)	6,249