

**THE WILTSHIRE BOBBY VAN TRUST**  
**(a Charitable Incorporated Organisation)**  
**TRUSTEES' REPORT AND ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2019**

**Charity Number:- 1153790**

**J S Weeks & Co**  
**Accountants**  
**Devizes**

# **THE WILTSHIRE BOBBY VAN TRUST**

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**THE WILTSHIRE BOBBY VAN TRUST**  
**FOR THE YEAR ENDED 31 MARCH 2019**

**Charity Information**

<b>Organisation Type</b>	Charitable Incorporated Organisation	
<b>Patron</b>	HRH The Duchess of Cornwall	
<b>Vice Patrons</b>	The Marchioness of Lansdowne Mrs Annette Lynton Mason Claire Perry MP	
<b>Trustees</b>	Robert Hiscox DL – Chairman Mark Cann Sara Jones CBE DL Jeremy Major – Treasurer Dame Elizabeth Neville DBE DL John Nokes Col. Robert Richardson-Aitken Lucinda Stafford-Deitsch Chief Constable Keir Pritchard (appointed May 2018)	
<b>Director</b>	Jennie Shaw	
<b>Operators</b>	Kathleen Williams Doug Batchelor Mick Leighfield Will Todd	Co-ordinator Van operator Van operator Van operator (appointed May 2018)
<b>Charity Number</b>	1153790	
<b>Charity Office</b>	Hazeland Mill Bremhill Calne Wiltshire SN11 9LJ	
<b>Operation Office</b>	Devizes Police Station New Park Street Devizes Wiltshire SN10 1DZ Tel:- 01380 861155    Email:- bobbyvan@wiltshire.police.uk	
<b>Accountants</b>	J S Weeks & Co 41 St Johns Street Devizes Wiltshire SN10 1BL	
<b>Bankers</b>	Lloyds Bank Plc 38 Market Place Devizes Wiltshire SN10 1JD	

**THE WILTSHIRE BOBBY VAN TRUST**  
**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2019**

The Trustees present their report and the accounts for the year ended 31 March 2019.

**Reference and Administration Details**

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

**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.

**Objectives and Activities**

The objects of the charity are to promote for the public benefit the protection of people and property, the prevention of criminal acts and the reduction of the fear of crime.

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 launch of the new Stay Safe Online initiative in May 2017 has been a welcome addition to the Bobby Van's remit. Our 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.

**Achievements and Performance**

The Bobby operators have visited 1,457 homes in the past financial year; 374 of these were in response to a crime being committed; 246 domestic abuse victims were visited 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.

The team have talked at 107 different community groups attended by over 2,000 people to promote our services and give advice on home and personal safety.

The new Stay Safe Online team has visited 120 clients during the year and delivered 20 group talks.

**Financial Reserves Policy**

The Trust's reserve policy is one of maintaining a capital reserve to be able to meet and respond to the needs of the community it serves; this means that it must be prepared to vary its method of operation to meet new challenges. Changes may include the purchase of capital equipment and the employment of additional staff. We are aware that the new cyber advice service could need considerable resources.

**THE WILTSHIRE BOBBY VAN TRUST**  
**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2019**

.....Continued

**Investment Policy**

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 of risk and ethical considerations.

The current aim is preservation of capital with an overall return balanced between capital growth and income. The trustees delegate the management to the Finance Committee consisting of Robert Hiscox, Jeremy Major and Mark Cann, and the portfolio is discussed at each meeting of trustees.

**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.

**Approval**

This report was approved by the trustees on 21 October 2019 and signed on their behalf by:



.....  
Jeremy Major  
Trustee/ Treasurer



.....  
Robert Hiscox  
Chairman of Trustees

# THE WILTSHIRE BOBBY VAN TRUST

## **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 2019, which are set out on pages 5 to 13.

### **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, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 130 of the 2011 Act, and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act,have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



.....  
Mrs B A Moss FCA  
J S Weeks & Co  
41 St John's Street  
Devizes  
Wiltshire

21 October 2019

**THE WILTSHIRE BOBBY VAN TRUST**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 MARCH 2019**

	Notes	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Total Funds 2019 £	Total Funds 2018 £
<b>Incoming Resources</b>					
<b>Incoming Resources from Generated Funds:-</b>					
<i>Voluntary Income:</i>					
Donations and Gifts	2	114,358	6,000	120,358	102,002
<i>Activities for Generating Funds:</i>					
Fundraising Events		91,809	-	91,809	36,947
Investment Income	3	25,616	-	25,616	23,159
<b>Total Incoming Resources</b>		<u>231,783</u>	<u>6,000</u>	<u>237,783</u>	<u>162,108</u>
<b>Resources Expended:-</b>					
<i>Costs of Generating Funds:</i>					
Investment Management Costs	4	1,610	-	1,610	1,539
Charitable Activities	4	<u>235,432</u>	<u>6,000</u>	<u>241,432</u>	<u>197,696</u>
<b>Total Charitable Expenditure</b>		<u>237,042</u>	<u>6,000</u>	<u>243,042</u>	<u>199,235</u>
Governance Costs	4	<u>10,163</u>	<u>-</u>	<u>10,163</u>	<u>10,707</u>
<b>Total Resources Expended</b>		<u>247,205</u>	<u>6,000</u>	<u>253,205</u>	<u>209,942</u>
<b>Net Incoming/(Outgoing) Resources before Other Recognised Gains and Losses</b>		(15,422)	-	(15,422)	(47,834)
Other Recognised Gains and (Losses)	5	<u>25,921</u>	<u>-</u>	<u>25,921</u>	<u>11,040</u>
<b>Net Movement in Funds</b>		<u>10,499</u>		<u>10,499</u>	<u>(36,794)</u>
<b>Reconciliation of Funds</b>					
Total Funds Brought Forward		<u>881,496</u>	<u>-</u>	<u>881,496</u>	<u>918,290</u>
<b>Total Funds Carried Forward</b>		<u>891,995</u>	<u>-</u>	<u>891,955</u>	<u>881,496</u>

The notes on pages 7 to 13 form an integral part of the accounts

**THE WILTSHIRE BOBBY VAN TRUST**

**BALANCE SHEET**

**AS AT 31 MARCH 2019**

	Notes	2019 £	2018 £
<b>Fixed Assets</b>			
Investments	8	733,258	749,938
<b>Current Assets</b>			
Stock		37,136	31,432
Debtors and Prepayments	9	13,865	7,548
Cash at Bank and in Hand		146,816	126,720
		<u>197,817</u>	<u>165,700</u>
<b>Creditors: Amounts Falling Due Within One Year</b>	10	<u>(39,080)</u>	<u>(34,142)</u>
<b>Net Current Assets</b>		158,737	131,558
<b>Net Assets</b>		<u>891,995</u>	<u>881,496</u>
<b>Represented by:-</b>			
<b>Unrestricted Income Funds:-</b>			
General Fund		391,569	411,123
Designated Revaluation Fund		200,426	170,373
Designated Contingency Reserve		300,000	300,000
		<u>891,995</u>	<u>881,496</u>
<b>Restricted Income Funds</b>		<u>-</u>	<u>-</u>
<b>Total Funds</b>	11	<u>891,995</u>	<u>881,496</u>

The accounts were approved by the Trustees on 21 October 2019 and signed on their behalf by:



.....  
Robert Hiscox  
Chairman of Trustees

The notes on pages 7 to 13 form an integral part of the accounts

**THE WILTSHIRE BOBBY VAN TRUST**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2019**

**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) issued on 16 July 2014 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 accrual 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 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 an appropriate basis.

**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.

**THE WILTSHIRE BOBBY VAN TRUST**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2019**

.....Continued

**2. Donations and Gifts**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Personal	42,277	33,580
Trusts	24,150	47,730
Legacy	32,500	-
Business and Sponsorship	6,356	4,972
Clubs and Societies	2,769	6,729
Parish Councils	1,115	1,888
County, Town and District Councils	-	700
Gift Aid Tax Refunds	6,691	2,023
Fire and Rescue	4,500	4,380
	<u>120,358</u>	<u>102,002</u>

**3. Investment Income**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Interest receivable	1,105	8,187
Dividends receivable	24,511	14,972
	<u>25,616</u>	<u>23,159</u>

**THE WILTSHIRE BOBBY VAN TRUST**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2019**

.....Continued

**4. Total Resources Expended**

	<b>Charitable Activities £</b>	<b>Governance £</b>	<b>Total 2019 £</b>	<b>Total 2018 £</b>
<b>Costs Directly Allocated To Activities</b>				
Security Hardware:-				
Opening Stock	31,432	-	31,432	28,257
Purchases in the Year	41,025	-	41,025	32,826
Closing Stock	(37,136)	-	(37,136)	(31,432)
	<u>35,321</u>	<u>-</u>	<u>35,321</u>	<u>29,651</u>
Salaries and Pensions (Including Employer's National Insurance)	133,235	-	133,235	102,265
Van Leasing and Expenses	28,597	-	28,597	19,489
<b>Support Costs Allocated to Activities</b>				
Sundry Expenses	180	-	180	1,472
Publicity, Promotions and Event Costs	5,981	-	5,981	7,442
Accountancy	-	1,200	1,200	1,140
Insurance	528	-	528	523
Consultancy Fees and Expenses	35,850	8,963	44,813	45,221
Computer Consumables	1,740	-	1,740	1,200
Investment Management Fees	1,610	-	1,610	1,539
	<u>243,042</u>	<u>10,163</u>	<u>253,205</u>	<u>209,942</u>

**5. Other Recognised Gains and (Losses)**

	<b>2019 £</b>	<b>2018 £</b>
Gains/(Losses) on Revaluation of Investments	30,053	11,040
Gains/(Losses) on Disposal of Investments	(4,132)	-
	<u>25,921</u>	<u>11,040</u>

**THE WILTSHIRE BOBBY VAN TRUST**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2019**

.....Continued

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:

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Salaries and Pensions (including employer's national insurance)	133,235	102,265
	<u>          </u>	<u>          </u>

The average number of employees during the year was five (2018 – four).

**THE WILTSHIRE BOBBY VAN TRUST**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2019**

.....Continued

**8. Fixed Asset Investments**

	<b>Listed Investments £</b>	
<b>Cost or Valuation</b>		
As at 1 April 2018	749,938	
Additions at Cost	-	
Disposal at valuation	(46,733)	
Gains on Revaluation	30,053	
	<u>733,258</u>	
As at 31 March 2019	<u>733,258</u>	
 <b>Historical cost:</b>		
As at 31 March 2019	<u>532,983</u>	
 As at 31 March 2018	<u>579,565</u>	
 <b>Carrying amount as at 31 March</b>	<b>2019 £</b>	<b>2018 £</b>
Smith & Williamson investment portfolio	<u>733,258</u>	<u>749,938</u>

**9. Debtors and Prepayments**

	<b>2019 £</b>	<b>2018 £</b>
Trade Debtors	4,050	878
Prepayments	9,815	6,670
	<u>13,865</u>	<u>7,548</u>

**10. Creditors: Amounts Falling Due Within One Year**

	<b>2019 £</b>	<b>2018 £</b>
Trade Creditors	37,880	32,861
Accruals	1,200	1,281
	<u>39,080</u>	<u>34,142</u>

**THE WILTSHIRE BOBBY VAN TRUST**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2019**

.....Continued

**11. Movement in Funds**

	Balance at 1 April 2018 £	Incoming Resources £	Resources Expended £	Other Gains & Losses £	Transfers £	Balance at 31 March 2019 £
<b>Unrestricted Funds:-</b>						
General Fund	411,123	231,783	(247,205)	(4,132)	-	391,569
<i>Designated funds:</i>						
Revaluation Reserve	170,373	-	-	30,053	-	200,426
Contingency Reserve	300,000	-	-	-	-	300,000
<b>Restricted Funds:-</b>						
Van Operating Fund	-	-	-	-	-	-
Stay Safe Online Fund	-	6,000	(6,000)	-	-	-
<b>Total Funds</b>	<u>881,496</u>	<u>237,783</u>	<u>(253,205)</u>	<u>25,921</u>	<u>-</u>	<u>891,995</u>

**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.

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**

Van Operating Fund

This restricted income fund comprises money donated specifically towards the costs of operating the vans.

Stay Safe Online Fund

This restricted income fund comprises money donated specifically towards the costs of the Stay Safe Online coordinator's role.

**THE WILTSHIRE BOBBY VAN TRUST**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2019**

.....Continued

**12. Analysis of Net Assets between Funds**

	<b>General Fund £</b>	<b>Designated Funds £</b>	<b>Restricted Funds £</b>	<b>Total £</b>
Investments	232,832	500,426	-	733,258
Current Assets	197,817	-	-	197,817
Current Liabilities	(39,080)	-	-	(39,080)
	<u>391,569</u>	<u>500,426</u>	<u>-</u>	<u>891,995</u>

**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.