

Batias Independent Advocacy Service

TRUSTEES REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019



BATIAS

**Empowering people to lead a full and active life that reflects
personal choice**

Registered Charity no: 1016226

Company no: 2776330

Batias Independent Advocacy Service

Company Limited by Guarantee

Financial Statements

Year ended 31 March 2019

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Batias Independent Advocacy Service

Company Limited by Guarantee

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

Year ended 31 March 2019

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 March 2019.

Reference and administrative details

Registered charity name	Batias Independent Advocacy Service
Charity registration number	1016226
Company registration number	2776330
Principal office and registered office	The Beehive Voluntary & Community Resource Centre West Street Grays Essex RM17 6XP

The trustees

All Trustees give their time voluntarily, receiving no remuneration or other benefits. The Trustees retire and are re-elected onto the Board by full voting members at the AGM. New Trustees can be appointed to the Board during the year, but they must also retire at the AGM and be re-elected. The minimum number of Board members is 3 with a maximum of 15. All Board members will be subject to a Disclosure and Barring Service check. Those who served as Trustees and are also directors of the company, during the year were as follows:

S. Fisher	
S. Langsdale	
C. Talbot	
A. White	
C. Howells	(resigned 1 August 2019)
R. Evans	(Appointed 25 April 2018)
V. McConnell	(Appointed 17 December 2018)

Company secretary	S. Fisher
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Independent Examiner	Daniel Mobbs FCCA Whittington Raymond Ltd Chartered Certified Accountants Foremost House Radford Way Billericay Essex CM12 0BT
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Bankers	Lloyds TSB Bank plc 34 High Street Grays Essex, RM17 6LX
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Batias Independent Advocacy Service

Company Limited by Guarantee

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

Year ended 31 March 2019

Operational Structure – management team:

Chief Officer	Georgina Parkin
Advocacy Manager	Angie Cahill
Advocacy Manager	Eileen Carter (Retired 30 July 2018)
Finance Manager	Sam Foster

BATIAS recruits Trustees through editorial in local papers, posts on community newsletters, social media and at promotional events, volunteer centres and VCS websites. Their participation and involvement with the service must not only reflect the skills and experiences that they can bring to the organisation but also their belief in the ethos of advocacy and the desire to make positive changes in the lives of the vulnerable people that are supported. As part of the review of the governance practices and procedures, any person wishing to become a Trustee will meet initially with the new Chief Officer; they will be provided with an overview of the organisation, including the Vision, Mission and Values, operational structure, service provision, strategic aims and information detailing the legal obligations of being a trustee.

Should they wish to progress their application further they will then be invited to observe at a Board meeting, after which the Chair will arrange to meet them to discuss their reasons for wanting to support the charity, their understanding of the services that are provided and the expectation and commitment required to be an effective BATIAS Trustee.

Each Board member receives a detailed Handbook and is offered the opportunity to undertake both external and internal training. Sub-groups are established as required, and have covered in the past year: Policies, Procedures and Guidelines; Health & Safety; Fundraising, Promotional Activities and Social Media. This has enabled more specific and focussed discussions to be held. Any decisions taken in these groups are ratified at the full Board meetings.

The Chief Officer is responsible for managing the service on a day to day basis; this includes maintaining regular contact with the management team as listed above, to ensure effective delivery of the BATIAS services. Monthly reports are submitted to the Trustees and meetings are held six weekly by the Chief Officer and senior Managers, which highlights progress on work streams, key issues of concern and decisions that require Board approval. An additional report from the Finance Manager covers the current financial status of the organisation.

The Staff Team work closely with a wide range of other organisations and services in Health, Social Care, Voluntary and Community Groups. BATIAS representatives have participated in a range of professional meetings including the Learning Disability Partnership in Southend, the Disability Partnership in Thurrock, the Autism Partnership Board in Essex and the Thurrock Healthwatch Advisory Board.

Batias Independent Advocacy Service

Company Limited by Guarantee

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

Year ended 31 March 2019

Structure, governance and management

The charity is controlled by its governing document, a deed of trust and memorandum and articles of association and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006. It is exempt under section 60 of the Companies Act of 2006 from the use of "Limited" within its name.

Objectives and activities

The Objects, as set out in the Memorandum of Association, are:

"To relieve young people and adults with learning difficulties and/or physical impairments and/or mental ill health who cannot realise their full potential and lead fulfilling lives without assistance, particularly by the provision of a service to (a) assist such persons to obtain their full rights and privileges as a citizen and (b) provide advice to such persons."

In planning the on-going service provision, the Trustees have considered how the charity meets the Charity Commission's guidance on public benefit. BATIAS primarily supports people with learning disabilities and vulnerable adults; this includes people with limited communication skills and complex physical impairments. In line with the charity's objectives, the organisation has provided additional services to people with mental health problems and dementia. All services and activities are offered regardless of the person's personal background, faith, gender or personal circumstance. Our aim is, through the delivery of a range of advocacy services, to enable people to be empowered to have control over their lives and to become active members within their local community. Although primarily the service is focussed on the clients using services, benefits are gained through the advocacy support by parents, carers and the general community. Advocacy is provided free of charge and this year the charity has supported over 400 people.

The organisation appreciates the continued support of its funders and actively seeks to secure further funding which will enable it to not only provide its core service but to develop projects that will meet specific needs of our clients.

Strategic report

The following sections for achievements and performance and financial review form the strategic report of the charity

Risk Review

The Trustees recognise that it is best practice to conduct their own review of the major risks to which the charity is exposed and ensure systems are established to mitigate those risks. Internal risks have been minimised by the implementation of procedures for the authorisation of all transactions and projects. These procedures will be periodically reviewed to ensure that they still meet the needs of the charity. In addition to this, BATIAS continues to hold, until June 2019, the National Advocacy Quality Performance Mark, an evidence-based quality assurance programme. All of the Business procedures are reviewed regularly to ensure that they still meet the needs of the charity and to consider whether any additional risks have become apparent. The organisation has undergone a process to develop a new Strategic Plan for implementation from 2017 onwards to reflect the changing external environment and ensure that the organisation continues to meet the requirements of the contracted service delivery as well as plan for financial sustainability for the future.

Batias Independent Advocacy Service

Company Limited by Guarantee

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

Year ended 31 March 2019

Service Provision

BATIAS plans to strive to continue to deliver advocacy services in the foreseeable future through the provision of formal, self and citizen advocacy, these services are defined as:

Formal advocacy

Delivered by professional advocates who work with clients on specific issues or concerns, the aim of this provision being to ensure that people are empowered to make informed choices, have their voices heard and their wishes and choices recognised on key issues in their lives. Advocacy provision covers a very broad spectrum of need from housing, finance, family issues and the more serious situations of child protection and safeguarding children and vulnerable adults. All formal advocates receive regular updated training on the legal processes and follow the Southend, Essex and Thurrock (SET) Safeguarding Vulnerable Adults and/or Children Guidelines and Procedures.

Formal advocacy contracts covering 2018-19 are with:

In Essex, BATIAS is a partner in the Essex Advocacy Partnership of 8 organisations, led by Support, Empower, Advocate and Protect (SEAP). Now in its third year of the contract, BATIAS is subcontracted by SEAP to deliver the advocacy, including statutory Care Act advocacy, in South and West Essex for people with learning disabilities. This contract was re-tendered in 2018. Our partnership was not successful in retaining the contract. This contract represents a major income stream for BATIAS.

In Southend, we have successfully bid in partnership with South Essex Advocacy Services for the provision of all formal advocacy services. This contract begins on 1st April 2019.

Housing Support Advocacy – BATIAS successfully bid for funding from the Lloyds Bank Foundation and since July 2016 has been delivering advocacy to a small number of clients across South Essex, including the Unitary Authorities of Southend and Thurrock. The advocate is able to work longer term with clients, supporting them throughout the process of deciding on their future accommodation, ensuring they make informed choices and their voices are heard when these important decisions are being made.

Self-advocacy

Through group participation, people gain confidence and develop greater communication skills through peer support. Self-advocacy activities provide an opportunity for people to consider, over a longer period of time, issues or areas of concern which they can discuss on an equitable basis with like-minded people. This area of the service continues to be able to secure financial support through a range of funding sources. We have been successful in obtaining funding for two 'test and progress' projects, one from the Big Lottery Awards for All and one from Children in Need.

Keeping Safe - BATIAS delivers self-advocacy groups in a range of locations across South Essex. In Thurrock and Essex the Keeping Safe projects have enabled participants to consider how best to increase their personal safety at home or in the community; there has been a particular focus on Hate Crime to empower individuals to speak out. The organisation was successful in gaining a small amount of grant funding to develop the Safe Places project in Thurrock; this community safety initiative recruits community venues where people with learning disabilities can go if they feel unsafe when they are out and about in their community, and staff in the venue can make a phone call on their behalf to a designated person the individual trusts.

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

Year ended 31 March 2019

Zero 5 - The BATIAS Zero 5 Social Club in South Ockendon has gone from strength to strength, with members continuing to be involved in most aspects of delivering the club, including fundraising. We have committed funding for this to March 2020.

Southend Partnership for Older People - In Southend we continue to work in partnership with other voluntary organisations to provide self-advocacy group work in older people's homes. This contract finished on 31 March 2018.

User Engagement Essex – we have built on our successful partnership with SUMMIT delivering the User Engagement Project to ensure the voices of the people who use services are part of the planning processes for the future. This contract ends 31 May 2019.

Citizen advocacy and volunteering

A citizen advocate is a volunteer who is matched with a person with a learning disability to establish a long term partnership, aiming to enable a far greater level of social inclusion to take place with the citizen advocate supporting the individual to access the local community and its facilities on a regular basis. The Citizen advocate may be, in some cases, the only truly independent person who is not paid to be part of the individual's life, and with many of our service users with little or no family it is another way of ensuring that people are safe and well looked after.

Citizen Advocacy has always been a very important part of the BATIAS provision but we currently have no funding streams associated with this work. It is a big commitment to become a citizen advocate the volunteer time required to make a successful partnership can be extremely daunting and currently there is only 1 active partnership which is less than we would wish.

BATIAS encourages volunteers to get involved with all aspects of the service, providing additional support at promotional events, fundraising and helping out at self-advocacy groups. We are extremely grateful to all of our volunteers who support the work of the organisation.

Client and Expert by Experience involvement within BATIAS

Out of a staff team of 12, 4 are service user employees who assist at self-advocacy groups and community events. BATIAS has a very active Expert by Experience Board member who is involved in key roles in other local groups for people with learning disabilities. We are continuously looking at ways to effectively involve our clients and have an easy read Compliments/Complaints feedback form that is actively encouraged and regularly completed both after receiving a service and whilst attending self-advocacy groups.

Management:

The BATIAS Management Team have met every 2 to 3 weeks to consider any operational or staffing issues. Regular line-management, casework and peer supervision, and thrice yearly Team Meetings are facilitated by the Management Team. Training is provided as required either on an individual basis or in group sessions.

Batias Independent Advocacy Service

Company Limited by Guarantee

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

Year ended 31 March 2019

External Environment:

The external environment continues to be extremely challenging during the ongoing periods of national political changes and uncertainty. Outcome based commissioning is now the direction of travel for most of the formal advocacy work as any provision becomes more issue based and short term interventions. Some tenders are weighted towards price rather than quality which can give national providers, through their economies of scale, an advantage, which has certainly had an impact on some of the contracts which we have previously delivered. Tendering authorities have consistently reduced the funding available to bid for, while maintaining or increasing the expectations of the service to be delivered. BATIAS recognises that partnership and consortium working continue to be part of the present and future market place. More contracts are delivered where payment is made against services delivered as opposed to anticipated provision and this brings additional challenges.

Advocacy is delivered against achieving the best possible outcomes for our clients and we have a range of innovative methods to capture this information and we continue to strive to ensure these are in place.

Funding and Social Media:

The delivery of core advocacy provision continues to be funded by local authorities through commissioned contracts. BATIAS recognises that, in order to sustain a range of advocacy provision in addition to the statutory requirement, independent sources of income need to be secured to provide a level of financial sustainability.

A small level of community fundraising has always taken place, with local residents and groups having been very supportive at times of crisis. However, the Board recognises that fundraising initiatives must become more strategic and use social media to support this. The BATIAS Administrator leads on social media and regularly updates the website, Facebook page, and twitter account, supported by project staff using social media platforms to raise awareness of their specific areas of responsibility. The organisation continues to receive very small levels of donations through virginmoneygiving.com.

Reserves Policy:

96% of BATIAS's income is derived from grants/ service level agreements, of which none are guaranteed beyond their current agreement period. The Board have reviewed the level of reserves and agreed that at least 3 months expenditure will continue to be ring-fenced in free reserves which will safeguard the continued provision of the services for a period long enough to obtain alternative sources of funding or take the necessary action to dissolve the organisation. With the increase in staff service and ages, BATIAS continues to regularly review the sum that should be ring fenced in case there is a need to make staff redundant, this figure being currently £25,000.

Batias Independent Advocacy Service

Company Limited by Guarantee

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

Year ended 31 March 2019

Financial review

There was a deficit of £37,879 for the financial year ending 31 March 2019, this compared to a surplus of £9,144 for 2018.

Total income for 2019, including bank interest received, was £182,624 (2018: £273,370). Total expenditure for the year was £220,503 (2018: £264,226).

Total reserves stood at £97,932 at 31 March 2019 (2018: £135,811). The total reserve includes designated funds of £32,500 which are funds that would be required to meet the Charity's statutory obligation to its employees and other costs in the unlikely event that the charity is wound up.

The external environment going forward is one of uncertainty and change, it is therefore vitally important that BATIAS continues to maintain as wide an income base as possible.

The Trustees would like to thank the finance and administrative staff, Samantha Foster and Erika McCusker, for their assistance with finance, payroll and accounting matters.

Statement of Trustees' Responsibilities:

Company Law requires the trustees, who are also company directors, to prepare financial year-end figures which give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that year. In preparing those financial statements the directors are required to:

- Select suitable accounting policies and then apply them consistently
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare financial statements on a going-concern basis unless it is inappropriate to presume that the company will continue in business

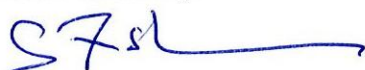
The Trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets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

Independent Examiner

Daniel Mobbs FCCA of Whittington Raymond Limited has been appointed as independent examiner for the ensuing year.

The trustees' annual report and the strategic report were approved on 24 October 2019 and signed on behalf of the board of trustees by:

S. Fisher
Trustee



Batias Independent Advocacy Service

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of Batias Independent Advocacy Service

Year ended 31 March 2019

I report to the charity trustees on my examination of the financial statements for the year ended 31 March 2019, which comprise the statement of financial activities (including income and expenditure account), statement of financial position and the related notes.

Responsibilities and basis of report

As the charity's 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 financial statements of the charity 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 financial statements 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) of the 2011 Act.

Independent examiner's statement

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 Company as required by section 386 of the 2006 Act; or
2. The financial statements do not accord with those records; or
3. The financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the financial statements 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 financial statements 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 the report in order to enable a proper understanding of the financial statements to be reached.

Daniel Mobbs FCCA, Independent Examiner
Whittington Raymond Ltd
Chartered Certified Accountants



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24 October 2019

Foremost House
Radford Way
Billerica
Essex
CM12 0BT

Batias Independent Advocacy Service

Company Limited by Guarantee

Statement of Financial Activities (including income and expenditure account)

31 March 2019

		2019	2019	2019	2018
		Unrestricted	Restricted	Total funds	Total funds
	Note	Funds	Funds		
		£	£	£	£
Income and endowments					
Donations and legacies	6	169,970	12,587	182,557	273,298
Investment income	7	67	-	67	72
Total income		<u>170,037</u>	<u>12,587</u>	<u>182,624</u>	<u>273,370</u>
Expenditure					
Resources expended	8	220,503	-	220,503	264,226
Transfer		(12,587)	12,587	-	-
Total expenditure		<u>207,916</u>	<u>12,587</u>	<u>220,503</u>	<u>264,226</u>
Net income/(expenditure) and net movement in funds		<u>(37,879)</u>	<u>-</u>	<u>(37,879)</u>	<u>9,144</u>
Reconciliation of funds					
Total funds brought forward		135,811	-	135,811	126,667
Total funds carried forward		<u>97,932</u>	<u>-</u>	<u>97,932</u>	<u>135,811</u>

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 11 to 18 form part of these financial statements

Batias Independent Advocacy Service

Company Limited by Guarantee

Statement of Financial Position

31 March 2019

		2019 £	2018 £
Fixed assets			
Tangible fixed assets	13	-	151
Current assets			
Debtors	14	8,686	9,439
Cash at bank and in hand		93,370	155,573
		102,056	165,012
Creditors: amounts falling due within one year	15	4,124	29,352
Net current assets		97,932	135,660
Total assets less current liabilities		97,932	135,811
Net assets		97,932	135,811
Funds of the charity			
Restricted funds		-	-
Unrestricted funds		97,932	135,811
Total charity funds	16	97,932	135,811

For the year ending 31 March 2019 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees' responsibilities:

- The members have not required the charity to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on 24 October 2019, and are signed on behalf of the board by:



S. Fisher
Trustee

Company Registration No. 02776330

Batias Independent Advocacy Service

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31 March 2019

1. General information

Batias Independent Advocacy Service registration number 2776330 is a private limited company charity limited by guarantee, registered in England and Wales and a registered charity number 1016226 in England and Wales. The address of the registered office is The Beehive, Voluntary & Community Resource Centre, West Street, Grays, Essex, RM17 6XP.

2. Statement of compliance and basis of preparation

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 Charities Act 2011.

The financial statements have been prepared on the historical cost basis.

3. Accounting policies

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.

Batias Independent Advocacy Service

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2019

3. Accounting policies *(continued)*

Incoming resources

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, non-charitable 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

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses.

Batias Independent Advocacy Service

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2019

3. Accounting policies *(continued)*

Depreciation

Depreciation is calculated so as to write off the cost of an asset over the useful economic life of that asset as follows:

Equipment	- 33% straight line
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4. Taxation

No provision is made for corporation tax or deferred taxation as the charity is a registered charity and therefore exempt.

5. Limited by guarantee

The company is limited by Guarantee not having a share capital. In the event of winding up, under the terms of the Memorandum of Association each member guarantees the sum of £1.

Batias Independent Advocacy Service

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2019

6. Donations and legacies

	Unrestricted Funds 2019	Restricted Funds 2019	Total Funds 2019 £	Total Funds 2018 £
The Big Lottery	-	8,500	8,500	-
Thurrock Social Care	17,408	-	17,408	41,750
MEPP	47,394	-	47,394	35,896
SEAP	25,685	-	25,685	57,686
The People's Health Trust	13,199	-	13,199	6,059
Heart of Pitsea Big Local	800	-	800	-
Charles S French Foundation	-	-	-	2,000
BBC Children in Need	-	1,087	1,087	-
Essex Community Foundation	10,000	-	10,000	-
HA Champions	-	-	-	21,216
Thurrock CVS CA	8,436	-	8,436	23,050
Thurrock Lifestyle Solutions	6,500	-	6,500	-
Bailey Thomas Charitable Fund	-	3,000	3,000	-
Others	18,914	-	18,914	13,675
Age Concern (SPOP)	-	-	-	9,270
Esmee Fairburn Essex Keeping Safe	-	-	-	40,840
Lloyds Bank Foundation	21,634	-	21,634	21,856
	<u>169,970</u>	<u>12,587</u>	<u>182,557</u>	<u>273,298</u>

7. Investment income

	Total Funds 2019 £	Total Funds 2018 £
Bank interest receivable	<u>67</u>	<u>72</u>

Batias Independent Advocacy Service

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Notes to the Financial Statements *(continued)*

Year ended 31 March 2019

8. Expenditure

	Charitable activities £	Support Costs £	Total funds 2019 £	Total Funds 2018 £
Wages	98,525	39,361	137,886	171,104
Social Security	2,687	2,562	5,249	9,451
Pensions	1,834	327	2,161	2,932
Travel	8,519	1,455	9,974	14,881
Rent, rates and water	6,084	640	6,724	6,487
Insurance	-	2,288	2,288	2,373
Telephone and internet	2,304	206	2,510	2,653
Printing, postage, stationery and IT	9,553	649	10,202	9,668
Other expenses	250	121	371	178
Repairs and renewals	100	50	150	230
Training	75	564	639	1,943
Donations and subscriptions	391	-	391	355
Function costs	9,758	337	10,095	8,279
Bank charges	-	85	85	195
Legal and professional fees	28,374	1,573	29,947	31,678
Depreciation	-	151	151	139
	<u>168,454</u>	<u>50,369</u>	<u>218,823</u>	<u>262,546</u>
Governance costs				
Independent examiner fee			1,680	1,680
Total resources expended			<u>220,503</u>	<u>264,226</u>

Batias Independent Advocacy Service

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2019

9. Net income/(expenditure)

Net income/(expenditure) is stated after charging/(crediting):

	2019	2018
	£	£
Depreciation of tangible fixed assets	151	139

10. Independent examination fees

	2019	2019
	£	£
Fees payable to the independent examiner for: Independent examination of the financial statements	1,680	1,680

11. Staff costs

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

	2019	2018
	£	£
Wages and salaries	137,886	171,104
Social security costs	5,249	9,451
Employer contributions to pension plans	2,161	2,932
	145,296	183,487

The average head count of employees during the year was 13 (2018: 14).

No employee received employee benefits of more than £60,000 during the year.

12. Trustee remuneration and expenses

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

No trustee expenses have been incurred.

Batias Independent Advocacy Service

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2019

13. Tangible fixed assets

	Equipment £	Total £
Cost		
At 1 April 2018	9,641	9,641
Additions	-	-
Disposals	-	-
At 31 March 2019	9,641	9,641
Depreciation		
At 1 April 2018	9,490	9,490
Charge for the year	151	151
Disposals	-	-
At 31 March 2019	9,641	9,641
Carrying amount		
At 31 March 2019	-	-
At 31 March 2018	151	151

14. Debtors

	2019 £	2018 £
Trade debtors	499	4,692
Prepayments and accrued income	8,187	4,747
	8,686	9,439

15. Creditors: amounts falling due within one year

	2019 £	2018 £
Trade creditors	-	22
Other taxes and social security	1,959	2,986
Pension creditor	366	388
Accruals	1,799	2,399
Deferred income	-	23,557
	4,124	29,352

Batias Independent Advocacy Service

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2019

16. Analysis of charitable funds

Unrestricted funds

	At 1 April 2018 £	Income £	Expenditure £	At 31 March 2019 £
Restricted Funds				
General funds	-	12,587	(12,587)	-
Unrestricted Funds				
General funds	135,811	170,037	(207,916)	97,932
Total Funds	135,811	182,624	(220,503)	97,932

17. Related Party Transactions

There were no related party transactions in the year under review.