

**Southend on Sea Guild of Help and Citizens Advice Bureau**  
**SUMMARY OF THE ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2017**

**Income and Expenditure Account year ended 31st March 2017 (Unrestricted Funds)**

	2016/2017	2015/2016
<b>INCOME</b>	£	£
Income from Local Authority	227,912	227,913
Money Advice Service	51,231	51,209
Donations/Legacies/Fundraising	6,956	11,683
Tax on Gift Aid	1,800	963
Advice Bureau Contributions	4,597	4,666
Sundry Income	92,670	142,106
Legal Aid Agency	43,574	50,050
Investment income	21	190
Total	<u>428,761</u>	<u>488,780</u>
<b>EXPENDITURE</b>		
Salaries and N I Costs	323,175	329,997
Pension Costs	11,487	10,675
Volunteers Expenses	6,140	4,513
Postage, Printing & Stationery	4,359	3,966
Lighting, Heating and Cleaning	8,089	8,033
Insurance	4,996	4,845
Information	2,185	2,134
Office Expenses	13,161	10,755
Training	1,718	2,628
Telephone	6,389	6,920
Building Maintenance	5,495	8,629
Annual General Meeting Costs	719	9
Audit	2,350	2,300
IT Support	10,219	10,055
Irrecoverable VAT	5,922	6,750
Bank interest (Pension Fund Loan)	0	1,370
Refurbishment	20,461	0
Grants, gifts and loans (ENA)	754	530
Total	<u>427,619</u>	<u>414,773</u>
Net income/(loss) for the year	<u>1,142</u>	<u>74,477</u>

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**Balance Sheet at 31<sup>st</sup> March 2017**

	2016/2017 £	2015/2016 £
Fixed Assets (after revaluation)	300,000	300,000
<b>Current Assets</b>		
Debtors	10,196	21,769
Bank balances	235,321	191,111
<b>Creditors (current)</b>	(72,009)	(40,514)
<b>Net Current Assets</b>	173,508	172,366
<b>Net Assets</b>	473,508	472,366
<b>Represented by</b>		
Restricted and Designated Funds	31,968	32,307
Unrestricted Funds	441,540	440,059
	473,508	472,366
<b>Fund Movement</b>		
<b>Restricted funds</b>		
Balance 1 April 2016	32,307	31,661
Increase in year	(339)	646
<b>Balance 31 March 2017</b>	31,968	32,307
<b>Unrestricted funds</b>		
Balance 1 April 2016	440,059	366,228
Increase in year	1,481	73,831
<b>Balance 31 March 2017</b>	441,540	440,059

**Exceptional Needs Account at 31st March 2017**

	31/03/2017 £	31/03/2016 £
Balance brought forward	4,716	4,670
Income	415	576
<b>Total</b>	5,131	5,246
Expenditure	(754)	(530)
<b>Balance carried forward</b>	4,377	4,716

**INDEPENDENT AUDITORS' STATEMENT - SOUTHEND-ON-SEA GUILD OF HELP AND CITIZENS ADVICE BUREAU**

We have examined the summarised financial statements of Southend-on-Sea Guild of Help and Citizens Advice Bureau. Respective responsibilities of Trustees and Auditors - The Trustees are responsible for preparing the summarised financial statements in accordance with the recommendations of the charities SORP. Our responsibility is to report to you our opinion on the consistency of the summarised financial statements with the full financial statements and Trustees' Annual Report. We also read the other information contained in the summarised Annual Report and consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the summarised financial statements.

**Basis of opinion** - We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board.

**Opinion** - In our opinion the summarised financial statements are consistent with the full financial statements and Trustees' Annual Report of Southend-on-Sea Guild of Help and Citizens Advice Bureau for the year ended 31st March 2017.

Wilkins Kennedy LLP, Statutory Auditor and Chartered Accountants, 1-5 Nelson Street, Southend-on-Sea, Essex, SS1 1EG 8<sup>th</sup> August 2017.

**TRUSTEES STATEMENT**

The Trustees were responsible for the preparation of the above accounts which are an extract from the full accounts and may not contain sufficient information to allow for a full understanding of the financial affairs of the charity. The full accounts, the auditor's report on those accounts and the trustee's annual report can be obtained from the Charity's Offices at 1 Church Road, Southend-on-Sea, Essex, SS1 2AL. The full Accounts and the Trustees' report were signed on 8<sup>th</sup> August 2017 and will be submitted to Companies House and to the Charity Commission by the due date of 31<sup>st</sup> December 2017.

Graham Robinson FCA - Hon Treasurer