

COMPANY REGISTRATION NUMBER: 04769232
CHARITY NUMBER: 1065786

SHINEY ADVICE & RESOURCE PROJECT
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018

**SHINEY ADVICE & RESOURCE PROJECT
FINANCIAL STATEMENTS**

YEAR ENDED 31 MARCH 2018

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SHINEY ADVICE & RESOURCE PROJECT
LEGAL AND ADMINISTRATIVE INFORMATION

Registration Numbers

Charity Number 1065786
Company Number 04769232

Trustees

Lisa Watson
Christine Parkin – Vice Chair
Tia Patterson – Chair
Clinton Leeks
Mike Gamble - Treasurer

Company Secretary

Clinton Leeks

Registered Office

17 Beatrice Terrace
Shiney Row
Houghton le Spring
Tyne & Wear
DH4 4QW

Independent Examiner

UHY Torgersens
Chartered Accountants
Somersford Buildings
Norfolk Street
Sunderland
SR1 1EE

Bankers

Unity Trust Bank Plc
Nine Brindley Place
4 Oozells Square
Birmingham
B1 2HB

Solicitors

Hedley & Co
20 Fawcett Street
Sunderland
SR1 1RZ

SHINEY ADVICE & RESOURCE PROJECT

THE TRUSTEES' REPORT

YEAR ENDED 31 MARCH 2018

The Trustees present this report together with the financial statements of the charitable company for the year ended 31 March 2018. The financial statements have been prepared in accordance with the accounting policies set out on pages 12 to 13 and comply with the current statutory requirements, the requirements of the charitable company's governing document, the current Statement of Recommended Practice and the Companies Act 2006.

Administration details

Constitution

The Shiney Advice & Resource Project ("ShARP") is a registered Charity (No. 1065786) and is a company limited by guarantee (Company No. 04769232).

The principal address of the charitable company is:

17 Beatrice Terrace
Shiney Row
Houghton le Spring
Tyne & Wear
DH4 4QW

The Directors who served during the year are as follows: -

Tia Patterson- Chair
Christine Parkin – Vice Chair
Clinton Leeks - Secretary
Lisa Watson
Mike Gamble - Treasurer

* The above are Directors and Trustees for the purposes of the Companies Act and Charities Act respectively.

Structure, Governance and Management

Shiney Advice & Resource Project (ShARP) was established September 1981 under Memorandum and Articles of Association which set out the aims, objectives and governance of the organisation. ShARP was registered as a charity and incorporated as a company limited by guarantee on 18 May 2003.

ShARP has a Board made up of representation from the local community. The members of the Board are the Directors of the company. Recruitment is open and anyone with an interest in the area ShARP covers and who supports the aims and objectives of ShARP can volunteer for the Board. All positions on the Board are voted on and/or confirmed at the Annual General Meeting (AGM). Board members serve for a 3 year term. They are eligible for re-election at the end of their 3 year term and there will be no more than 15 and no less than 5 members.

The Board will invite co-options from individual members between AGM's whose experience or interests are relevant to the furthering of ShARP's objectives. Appointment of co-options will take place at ordinary meetings and take effect from the end of the meeting. At any one time no more than one third of the Board should be co-optees.

ShARP is a membership organisation and considers all suitably qualified and skilled members who apply to become Trustees. Most Trustees joining ShARP are familiar with the practical work of the

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organisation. New Trustees are invited to an induction session given by a serving member of the Board. These sessions include;

- * The obligations of the Board
- * The main documents describing the operational framework including the Memorandum and Articles
- * Resourcing the financial position of ShARP as set out in the accounts
- * Future plans and objectives

Organisational Structure

The Board meets bi- monthly and is responsible for the strategic direction and policy of the organisation. The Chief Officer is responsible for all aspects of operational management with support from the Chair and nominated board members, including the Treasurer.

Objectives and Activities

Objectives

The object of ShARP is the promotion of any charitable purpose for the benefit of the community living in Houghton-le-Spring and surrounding areas. These objects must be pursued with due regard to equality of opportunity and without discrimination on the grounds of age, disability, race, religion, gender or sexuality.

In furtherance of its objects but not otherwise, the company has the following powers:

- * To inform, assist and advise people living, working, or otherwise connected with the area, in all matters relating to their rights and development.
- * To provide free advice and information to individuals and groups in matters relating to welfare rights, debt, housing and employment.
- * Promote and provide education and training in matters relating to citizens' rights and skills for personal development.
- * To promote the use of resources and sharing of knowledge for local individuals and groups.
- * To respond to the needs of the community by ensuring that the organisation is managed by local people and to provide training for them to function effectively.

Public Benefit Statements

The Trustees have had regard to the Charity Commission's guidance on their legal duty on public benefit, and are satisfied that the Charity delivers public benefit, and due regard is paid to the guidance on public benefit when deciding on what new projects the charity should undertake.

Achievements and Performance

ShARP has had another busy and successful year. The Charity has faced challenges this year due to changing priorities for funders and rising levels of competition for available funds, however, despite this ShARP managed to keep the needs of beneficiaries at the core of all activity.

In 2017 Sunderland City Council went through procurement to commission a new contract for the provision of First Tier Welfare Rights in the city. The new contract was offered as 3 Lot areas. ShARP were awarded Lot 3 Washington and Coalfield and the new contract started 3rd July 2017.

Unfortunately, the change to the contract meant that two Advice Workers were transferred under

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TUPE to the new provider for Sunderland North and East and contracted hours were reduced for other members of the advice team. Despite these difficult changes the Advice Workers continued to provide an excellent level of service to local people.

This year with help from a community based trust fund and a local design company we transformed our signage. The new signage is modern, attractive and clearly identifies the services available at ShARP.

Funding from Sunderland City Council through the Strategic Initiative Budget (SIB) has supported the recruitment, training and development of volunteers to support the advice service.

In 2017 – 2018 the advice service provided by ShARP has maintained the quality of its advice services in line with the Advice Quality Standard accreditation.

An additional challenge this year was the preparation required to ensure that ShARP would be compliant with requirements of the General Data Protection Regulation and the Data Protection Act 2018.

ShARP has maintained standards in line with the Investors in People Award.

We are proud that ShARP is a Living Wage Foundation Employer.

Throughout the year staff and volunteers have received relevant training where required, all of which has been sourced free of charge.

Advice Services Report

The advice service continues to be at the core of ShARP providing free high quality, independent advice on welfare rights, debt and benefit entitlement. In 2017 Sunderland City Council went through procurement to commission a new contract for the provision of First Tier Welfare Rights in the city. The value of the contract to ShARP reduced from its previous value of £150,000 to £57,000 plus additional burdens funding giving a total contract value of £82,000 in this period.

The national Welfare Reform Programme continues and the ensuing changes to benefits and rising levels of unemployment impacts on local people. The citywide roll out of Universal Credit will occur in 2018. We expect that this will increase the need and demand for our advice services. In 2017-2018 12,506 people accessed ShARP and of those 3,554 were seen through appointments. We found that often the complexity of the presenting issues required a more detailed “case work” approach.

Referrals made by ShARP to foodbanks remains high at 52 for this reporting period averaging at least one referral per week. This does not include individual support given by ShARP to those in immediate need of help with food or fuel. The extreme weather in February and March 2018 caused significant hardship for some local people who were supported by ShARP. We responded to each case by either referring to other crisis support teams, foodbanks or by providing a direct response from our own very limited resources.

In the autumn of 2017 ShARP worked in partnership with organisations in Washington to identify and address the issues of those people presenting frequently at local foodbanks. We developed an innovative pilot project called Washington Individual Support Project (WISP) and in November 2017 with a small grant from Sunderland City Council Washington Area Committee, WISP Advice. Workers started to work out of local foodbanks offering an individual person centred response to people in crisis.

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The work contracted by Back on the Map Sunderland is now in the third year and has proven successful in addressing the specific issues of people living in the Back on the Map properties in the Hendon area of Sunderland. The approach and shared value base has made this a good example of partnership between two strong community based organisations.

The Advice on Prescription Project funded by Comic Relief is in the final year of a three-year programme. The project is based on the social prescribing model and is delivered by two Advice on Prescription workers in each of the 6 GP surgeries in the Coalfields area. Advice on Prescription has achieved recognition both with health professionals and with local people throughout the Coalfields area. The project has achieved all targets.

An independent evaluation of Advice on Prescription was carried out by Barefoot Research and Evaluation www.barefootresearch.org.uk

Community Enterprise and Volunteering

Volunteering continues to play a vital role within ShARP. The contribution made by volunteers is valued and in any typical week 120 hours are given to support ShARP. Throughout the year case studies have been collated which show the progression and achievements of individual volunteers. Funding from Sunderland City Council Coalfields Area Committee enabled us to continue recruiting and supporting those people over 50 years of age who may be isolated into volunteering at ShARP. The volunteers gain confidence and new skills, meet new friends and become involved with their community through events and activities.

The volunteers have supported ShARP with several community events including the Shiney Row Christmas Lights Switch, which was, as always, very well attended. Volunteers have also organised and supported events for other charities including the ShARP Christmas Jumper Day 2017 in aid of the Tiny Lives Trust, The World's Biggest Coffee Morning for Macmillan, The Great Big Get Together and Comic Relief Red Nose Day.

The Shiney Things Charity Shop continues to progress well and to raise valuable unrestricted income for ShARP. The volunteers do a sterling job in the day to day operations. The shop is popular within the local community and is very well supported with donations of clothes, books, household items and bric a brac. We continue to recycle almost 100% of all goods to either other enterprises, market traders or suppliers. We have visited other similar enterprises and have made progress with ideas for future developments for example selling crafts and soft furnishings. The Shiney Things volunteers have been supported to think about marketing and have promoted the shop and goods for sale through ShARP social media.

It was with regret that following a significant downturn in trade and income the Board of Directors took the decision to close the Shiney Diner Community Café in July 2017.

Management and Development of Services

Sharp Community Led Library

In 2017 Sunderland City Council reviewed library provision in the city. The decision was taken to close all but 3 of the city's libraries including the local library in Shiney Row. This decision meant that local people would have to travel to either Washington or Houghton to access a library and local people told us that for the elderly, families with young children or those with disabilities this would be very difficult. As a former mining area with a strong sense of community, various options were discussed by local people and ShARP explored the possibility of taking over the library building,

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however, the running costs were prohibitive. The ShARP Board agreed that a multipurpose room in our centre could be used to house a local library offer. A small grant from Sunderland City Council was used to establish the community led library. Volunteers from NPower decorated the rooms and local businesses offered reduced rates for tool hire and carpet fitting.

In July 2017 the new Community Library was opened by The Right Worshipful Lady Mayoress Cllr Doris MacKnight, an event celebrated by the local people of all ages.

A group of local people have formed a Library Development Group to take forward ideas including Meet the Author events, Writing Group and other events which will increase the number of library users.

All Together Now

In 2017- 2018 we strengthened our contribution to partnership working in the Coalfields area through developing All Together Now, a drop in service for older isolated people. This is one of many projects across the Coalfields area working in partnership to refer people to a variety of different activities and services offered on different days of the week so that isolation is reduced.

Sunderland City Council Area Committee provided a small grant to fund this initiative.

Funders and Supporters

Our thanks go to the following funders and supporters:

A local Community Trust through Tyne and Wear Community Foundation

Age UK

Attractions Advertising – Signage design and installation

Back on the Map

Big Lottery Awards for All

Bridges Credit Union

Carpet Corner

CHANCE

Citizens Advice Bureau

Comic Relief

Fiscus - ACES Partnership

Gentoo

Greggs Foundation

Guy Readman

Hetton New Dawn

LA7 ESF Community Grants

Npower

Rainbow Centre Children's Centre

REEDS Grassroots Fund

SES – Sustainable Enterprise Solutions

Shiney Row Tool Hire

Sunderland City Council - Coalfields Area Committee Strategic Initiative Budget

Sunderland City Council – First Tier Welfare Rights

Sunderland City Council Community IT

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Sunderland MIND

Trusthouse Charitable Foundation

Tudor Trust

Tyne and Wear Community Foundation

Washington MIND

Willan Charitable Trust

YMCA Fence Houses

All kind donations received from local supporters

Financial Review

ShARP now operate with Sage systems which enables accurate and timely controls of finances. The Treasurer ensures the Board receive regular reports and that appropriate financial controls are in place. A small trading surplus for charity shop Shiney Things was achieved.

The community café Shiney Diner was trading at a deficit and it was decided this was not sustainable so the decision was taken to close in July 2017.

ShARP has an overall deficit of £15,968.

Reserves Policy

The Statement of Financial Position shows that there are restricted funds of £68,457 and unrestricted funds of £357,785 of which £321,603 is designated leaving general funds of £36,182. The Trustees seek to build up unrestricted funds as reserves to cover 6 months running costs in line with recommendations from the Charities Commission.

Plans for the Future 2018

First Tier Welfare Rights has been the core work for ShARP for more than 30 years and will continue to be so.

ShARP is in a strong position to tender for new contracts as well as sourcing grant funding from trusts. Local people will be encouraged to increase self-determination, and use online tools to calculate their own benefits and develop the skills to apply for benefits online. This focus on increasing self-help is in line with ShARP's aims and objectives and will become necessary as Universal Credit is rolled out in the city in 2018 as for most people the claim will be made online.

We will continue to apply for funding to deliver tailored support to individuals furthest from the labour market. We will also continue to explore any opportunities for enterprise development.

We intend to increase sales for Shiney Things in order to generate unrestricted income for ShARP and to improve sustainability.

The community library has brought new opportunities for developing additional partnerships, for example, discussions have taken place between ShARP, Everything English Education Consultancy and Shiney Row Primary School regarding a joint piece of work planned for July 2018 about the English Civil War and famous battles that took place in the local area.

Kepier Academy have supported ShARP this year with donations of goods for the charity shop. Students from Kepier Academy have also decided to support ShARP through their Lunar Project with donations of feminine hygiene products which we will distribute on their behalf.

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Volunteering is a key feature of ShARP's work and will continue to be so. We are a recognised provider of quality volunteering opportunities in customer service, welfare and debt advice, retail assistance, administration, cleaning and maintenance. The library development brings further scope to widen the opportunities and training available to volunteers.

We will continue to seek partnership with other organisations to offer training or additional opportunities to local people.

Statement of the Trustees Responsibilities

Company Law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of the affairs of the charitable company and of the surplus or deficit of the charitable company for that period. In preparing these financial statements, the Board is required to:

- * select suitable accounting policies and then apply them consistently;
- * make judgements and estimates that are reasonable and prudent;
- * follow the recommendations of the Charity Commission and of the accounting profession with regard to the form and content of the financial statements and to disclose and explain any departures therefrom; and
- * prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Board is 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 statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Risk Assessment

The trustees have considered any risks to which the charitable company might be exposed and are satisfied that the administrative, investment and financial procedures which are in place minimise the risk of any loss to the charitable company.

Exemption Statement

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Signed on behalf of the Trustees



Tia Patterson

Date:

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SHINEY ADVICE & RESOURCE PROJECT

I report on the financial statements for the year ended 31 March 2018, which comprise the statement of financial activities (including income and expenditure account), statement of financial position, and the related notes.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the financial statements. The trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and
- to state whether 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 Commission. 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 the trustees concerning any such matters. The procedures undertaken do not provide all 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 to indicate that:

- accounting records have not been kept in accordance with section 386 of the Companies Act 2006;
- the accounts do not accord with such records
- where accounts are prepared on an accruals basis, whether they fail to comply with relevant accounting requirements under section 396 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS102)
- any matter which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts.



Alison Henshaw FCCA
UHY Torgersens
Chartered accountants
Somerford Buildings
Norfolk Street
Sunderland
SR1 1EE

Date: 11.10.18

SHINEY ADVICE & RESOURCE PROJECT

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2018

	Note	Unrestricted Funds £	Restricted Funds £	Total 2018 £	Total 2017 £
INCOME AND EXPENDITURE ACCOUNT					
Incoming resources					
Donations and legacies	4	474	500	974	626
Charitable activities	5	45,560	188,972	234,532	341,392
Other trading activities	6	11,255	89	11,344	23,562
Investments	7	-	-	-	17
Total incoming resources		<u>57,289</u>	<u>189,561</u>	<u>246,850</u>	<u>365,597</u>
Resources expended					
Raising funds	8	11,204	-	11,204	18,959
Charitable activities	9	65,402	183,872	249,274	296,185
Other expenditure	11	2,340	-	2,340	1,710
Total resources expended		<u>78,946</u>	<u>183,872</u>	<u>262,818</u>	<u>316,854</u>
Net incoming/(outgoing) resources		<u>(21,657)</u>	<u>5,689</u>	<u>(15,968)</u>	<u>48,743</u>
Transfers between Funds		<u>(5,254)</u>	<u>5,254</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>(26,911)</u>	<u>10,943</u>	<u>(15,968)</u>	<u>48,743</u>
Total funds brought forward		<u>384,696</u>	<u>57,514</u>	<u>442,210</u>	<u>393,467</u>
Total funds carried forward		<u><u>357,785</u></u>	<u><u>68,457</u></u>	<u><u>426,242</u></u>	<u><u>442,210</u></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 12 to 19 form part of these unaudited financial statements.

SHINEY ADVICE & RESOURCE PROJECT

STATEMENT OF FINANCIAL POSITION

31 MARCH 2018

	Note	£	2018 £	2017 £
Fixed Assets				
Tangible fixed assets	13		321,603	331,510
Current Assets				
Stock		-		300
Debtors	14	12,227		16,585
Cash at bank		99,183		102,753
Cash in hand		100		150
		<u>111,510</u>		<u>119,788</u>
Creditors: amounts falling due within one year	15	<u>(6,871)</u>		<u>(9,088)</u>
Net Current Assets			104,639	110,700
Net Assets			<u>426,242</u>	<u>442,210</u>
Funds of the Charity				
Designated reserves	18		321,603	331,510
Unrestricted funds - general	18		36,182	53,186
Restricted funds	19		68,457	57,514
Total Funds			<u>426,242</u>	<u>442,210</u>

The members of the committee are satisfied that the charitable company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

The trustees acknowledge their responsibilities for: (i) ensuring that the charitable company keeps proper accounting records which comply with section 386 of the Act; and (ii) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of the financial year and of its incoming resources and application of resources, including its surplus or deficit for the financial year in accordance with the requirements of section 394 and 395, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the charitable company.

These unaudited financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006 and in accordance with FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

These unaudited financial statements were approved by the trustees on 11-10-18 and are signed on their behalf by:



Tia Patterson
Chair

Company number 04769232

The notes on pages 12 to 19 form part of these unaudited financial statements.

SHINEY ADVICE & RESOURCE PROJECT
NOTES TO THE FINANCIAL STATEMENTS

31 MARCH 2018

1. General Information

The company is a private company limited by guarantee, registered in England and Wales, as well as being a registered Charity. The address of the registered office is 17 Beatrice Terrace, Shiney Row, Houghton-le-Spring, Tyne & Wear DH4 4QW.

2. Statement of Compliance

The financial statements have been prepared in compliance with the provisions of FRS 102 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland'.

3. Accounting Policies

Basis of Accounting

These financial statements have been prepared under the historical cost convention and in accordance with:

- i) the Statement of Recommended Practice, "Accounting and Reporting by Charities : 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)";
- ii) the special provisions of Part 15 of the Companies Act 2006 ("the 2006 Act") relating to small companies; and
- iii) FRS 102 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland'.

The financial statements are presented in sterling (£), which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

Tangible Fixed Assets

All fixed assets are included at cost.

Depreciation

Depreciation is calculated to write down the cost, less estimated residual value of all tangible fixed assets over their expected useful lives. The rates generally applicable are:

Freehold Properties	2% straight line
Fixtures, Fittings & Equipment	10% - 25% reducing balance
Kitchen Equipment	6.67% straight line

Recognition of Incoming Resources

These are included in the Statement of Financial Activities (SOFA) when:

- * the charitable company becomes entitled to the resources;
- * the trustees are virtually certain they will receive the resources; and
- * the monetary value can be measured with sufficient reliability.

Income is deferred only when the charitable company has to fulfil conditions before becoming entitled to it or when the donor specifies that it is to be expended in a future period.

Investment Income

Bank interest is included in the Statement of Financial Activities on the accruals basis.

Donations, Legacies and Charitable Income

This income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants receivable are credited to income immediately.

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NOTES TO THE FINANCIAL STATEMENTS
31 MARCH 2018

3. Accounting Policies (continued)

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 a finance cost in profit or loss in the period in which it arises.

Expenditure

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for expenditure. All costs have been directly attributed to one of the functional categories of resources expended in the Statement of Financial Activities.

Taxation

Due to the company's charitable operations no corporation tax is payable on the results for the year.

Funds Accounting

Funds held by the charitable company are used for:

General fund comprises those funds which the principals are free to use in accordance with the charitable objectives.

Restricted funds are funds which are to be used for specific purposes as laid down by the donor or by the specific terms of the appeal under which the funds are raised. Expenditure which meets these criteria is charged to the fund, with a fair allocation of management and support costs.

Designated funds are unrestricted funds earmarked by the management committee for a particular purpose.

The capital fund reflects the net book value of tangible fixed assets owned by the charitable company less any monies owed in respect of the assets.

4. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total 2018 £	Total 2017 £
Donations:				
Crisis Support	-	500	500	-
Others	474	-	474	626
	<u>474</u>	<u>500</u>	<u>974</u>	<u>626</u>

Donations and legacies in 2017 were unrestricted.

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NOTES TO THE FINANCIAL STATEMENTS

31 MARCH 2018

5. Charitable activities

	Unrestricted Funds £	Restricted Funds £	Total 2018 £	Total 2017 £
Grants & Contractors Services:				
City of Sunderland - Contracted Services	-	99,000	99,000	155,500
City of Sunderland – Community Projects	-	7,099	7,099	-
City of Sunderland – Library Grant	-	5,479	5,479	-
The Tudor Trust	-	-	-	50,000
Durham Community Foundation	18,000	3,000	21,000	1,650
Comic Relief	-	40,946	40,946	52,924
Back on the Map	-	3,300	3,300	8,925
Big Lottery Fund	-	9,825	9,825	9,600
Greggs	15,000	-	15,000	7,500
The 1989 Willian Charitable Trust	-	-	-	10,000
Big Potential via Big Lottery Fund	-	-	-	29,357
Gateshead Council	-	7,773	7,773	5,880
Less:-Deferred income	-	-	-	(4,417)
SIB funding	-	4,000	4,000	10,973
Sunderland City Council	1,150	-	1,150	-
All Together Now	-	-	-	2,500
Rothley Trust	-	-	-	1,000
Trusthouse Charitable Foundation	11,000	-	11,000	-
Sunderland City Council – WISP	-	3,600	3,600	-
Sunderland City Council – Know IT All	-	4,950	4,950	-
WEA	110	-	110	-
Hardship Grant	300	-	300	-
	<u>45,560</u>	<u>188,972</u>	<u>234,532</u>	<u>341,392</u>

Income from charitable activities in 2017 was made up of unrestricted funds of £17,500 and restricted funds of £323,892.

6. Other trading activities

	Unrestricted Funds £	Restricted Funds £	Total 2018 £	Total 2017 £
Room hire and use of facilities	730	-	730	1,457
Miscellaneous income	516	89	605	2,259
Cafe	1,625	-	1,625	10,203
Shop	8,384	-	8,384	9,643
	<u>11,255</u>	<u>89</u>	<u>11,344</u>	<u>23,562</u>

Income from other trading activities in 2017 was unrestricted.

7. Investments

	Unrestricted Funds £	Restricted Funds £	Total 2018 £	Total 2017 £
Bank interest receivable	-	-	-	17
	<u>-</u>	<u>-</u>	<u>-</u>	<u>17</u>

Income from investments in 2017 was unrestricted.

SHINEY ADVICE & RESOURCE PROJECT
NOTES TO THE FINANCIAL STATEMENTS

31 MARCH 2018

8. Raising funds

	Unrestricted Funds	Restricted Funds	Total 2018	Total 2017
	£	£	£	£
Café purchases	767	-	767	2,981
Wages, national insurance and pension	10,414	-	10,414	15,978
Charity shop purchases	23	-	23	-
	<u>11,204</u>	<u>-</u>	<u>11,204</u>	<u>18,959</u>

Expenditure on raising funds in 2017 was unrestricted.

9. Charitable Activities

	Unrestricted Funds	Restricted Funds	Total 2018	Total 2017
	£	£	£	£
Room hire	-	130	130	1,225
Bank and visa charges	215	-	215	213
Insurance	1,746	1,656	3,402	2,185
Printing, postage and stationery	3,561	9	3,570	7,000
Telephone	6,288	-	6,288	6,782
Rates	1,416	-	1,416	1,317
Heat, light and water	8,340	-	8,340	7,030
Repairs and renewals	5,546	2,880	8,426	2,650
Miscellaneous expenses	1,262	1,124	2,386	3,136
Depreciation	10,557	-	10,557	10,523
Advertising	-	300	300	790
Subscriptions	2,261	1,920	4,181	3,263
Wages, national insurance and pension	14,262	168,988	183,250	217,634
Staff and volunteer expenses	(97)	1,540	1,443	2,307
Training	-	-	-	556
Legal and professional	2,852	5,225	8,077	8,103
Computer software	559	-	559	847
Meeting	574	-	574	430
Consultancy fees	5,237	-	5,237	20,194
Crisis support	-	100	100	-
Bad debts	823	-	823	-
	<u>65,402</u>	<u>183,872</u>	<u>249,274</u>	<u>296,185</u>

Expenditure on charitable activities in 2017 was made up of £29,527 unrestricted and £266,658 restricted funds.

10. Staff costs

	2018	2017
	£	£
Gross wages, salaries and benefits in kind	182,298	218,411
Employers national insurance cost	9,405	11,981
Employers pension contributions	1,961	3,220
	<u>193,664</u>	<u>233,612</u>

	2018	2017
The average number of employees in the year	<u>12</u>	<u>14</u>

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

The trustees received no remuneration during the year (2017:- £Nil).

SHINEY ADVICE & RESOURCE PROJECT
NOTES TO THE FINANCIAL STATEMENTS

31 MARCH 2018

11. Other expenditure

	2018	2017
Independent examination	2,340	£ 1,710

12. Corporation tax

The charitable company is exempt from taxation under Section 505 of the Income and Corporation Taxes Act 1988.

13. Tangible fixed assets

	Property Improvement £	Freehold property £	Fixtures, fittings And equipment £	Total £
Cost or valuation				
At 1 April 2017	24,686	368,408	38,305	431,399
Additions	-	-	650	650
At 31 March 2018	<u>24,686</u>	<u>368,408</u>	<u>38,955</u>	<u>432,049</u>
Depreciation				
At 1 April 2017	5,259	66,312	28,318	99,889
Charge for year	1,645	7,368	1,544	10,557
At 31 March 2018	<u>6,904</u>	<u>73,680</u>	<u>29,862</u>	<u>110,446</u>
Net book value				
At 31 March 2018	<u>17,782</u>	<u>294,728</u>	<u>9,093</u>	<u>321,603</u>
At 31 March 2017	<u>19,427</u>	<u>302,096</u>	<u>9,987</u>	<u>331,510</u>

14. Debtors

	2018	2017
Other debtors	£	£
Prepayments and accrued income	5,703	10,834
VAT	6,524	4,928
	-	823
	<u>12,227</u>	<u>16,585</u>

15. Creditors: amounts falling due within one year

	2018	2017
Other creditors	£	£
Accruals	87	2,843
Deferred income	2,070	1,728
Wages	-	4,517
	<u>4,714</u>	<u>-</u>
	<u>6,871</u>	<u>9,088</u>

16. Related Party Transactions

No transactions with related parties were undertaken during the year such as are required to be disclosed under FRS 102.

SHINEY ADVICE & RESOURCE PROJECT
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17. Analysis of net assets between funds

	Restricted Reserves	General Reserves	Designated Reserves	Total Funds
	£	£	£	£
Tangible fixed assets	-	-	321,603	321,603
Current assets	68,457	43,053	-	111,510
Current liabilities	-	(6,871)	-	(6,871)
	<u>68,457</u>	<u>36,182</u>	<u>321,603</u>	<u>426,242</u>

Analysis of net assets between funds – previous year

	Restricted Reserves	General Reserves	Designated Reserves	Total Funds
	£	£	£	£
Tangible fixed assets	-	-	331,510	331,510
Current assets	57,514	62,274	-	119,788
Current liabilities	-	(9,088)	-	(9,088)
	<u>57,514</u>	<u>53,186</u>	<u>331,510</u>	<u>442,210</u>

18. Unrestricted reserves

	Balance @ 01.04.17	Incoming Resources	Resources expended	Transfers between funds	Balance @ 31.03.18
	£	£	£	£	£
Designated reserve					
Capital fund	331,510	-	(10,557)	650	321,603
Unrestricted funds					
General funds	53,186	57,289	(68,389)	(5,904)	36,182
Total unrestricted funds	<u>384,696</u>	<u>57,289</u>	<u>(78,946)</u>	<u>(5,254)</u>	<u>357,785</u>

Unrestricted reserves – movement in previous year

	Balance @ 01.04.16	Incoming Resources	Resources expended	Transfers between funds	Balance @ 31.03.17
	£	£	£	£	£
Designated reserve					
Capital fund	341,898	-	(10,523)	135	331,510
Unrestricted funds					
General funds	51,289	41,705	(39,673)	(135)	53,186
Total unrestricted funds	<u>393,187</u>	<u>41,705</u>	<u>(50,196)</u>	<u>-</u>	<u>384,696</u>

The designated reserve represents the amounts spent on capital by the project.

The Accumulated Surplus is available for the charitable company to use for the purposes of the charitable company without restriction.

SHINEY ADVICE & RESOURCE PROJECT
NOTES TO THE FINANCIAL STATEMENTS

31 MARCH 2018

19. Restricted funds

	Balance @ 01.04.17 £	Incoming Resources £	Resources expended £	Transfers between funds £	Balance @ 31.03.18 £
Gateshead Council	-	7,773	(4,605)	-	3,168
City of Sunderland	3,094	104,600	(94,689)	-	13,005
The Tudor Trust	19,833	-	(19,833)	-	-
Back on the Map	5,927	3,300	(2,797)	-	6,430
Durham Community Foundation	825	3,000	(1,267)	-	2,558
Big Lottery Fund	6,615	-	-	-	6,615
Comic Relief	18,345	40,946	(36,847)	-	22,444
SIB Funding	-	4,000	(4,000)	-	-
Sunderland City Council All Together Now	1,875	1,500	(1,265)	-	2,110
Rothley Trust	1,000	-	(1,000)	-	-
Sunderland City Council – WISP	-	3,600	(8,854)	5,254	-
Library Project	-	15,392	(8,615)	-	6,777
Sunderland City Council – Know IT All	-	4,950	-	-	4,950
Crisis Support	-	500	(100)	-	400
Total restricted funds	57,514	189,561	(183,872)	5,254	68,457

Restricted funds – movement in previous year

	Balance @ 01.04.16 £	Incoming Resources £	Resources expended £	Transfers between funds £	Balance @ 31.03.17 £
Gateshead Council	-	1,463	(1,463)	-	-
City of Sunderland	-	155,500	(152,406)	-	3,094
The Tudor Trust	-	50,000	(30,167)	-	19,833
Back on the Map	-	8,925	(2,998)	-	5,927
Durham Community Foundation	-	1,650	(825)	-	825
Big Lottery Fund	-	9,600	(2,985)	-	6,615
Gentoo	280	-	(280)	-	-
Big Potential via Big Lottery Fund	-	29,357	(29,357)	-	-
Comic Relief	-	52,924	(34,579)	-	18,345
SIB Funding	-	10,973	(10,973)	-	-
Sunderland City Council All Together Now	-	2,500	(625)	-	1,875
Rothley Trust	-	1,000	-	-	1,000
	280	323,892	(266,658)	-	57,514

SHINEY ADVICE & RESOURCE PROJECT
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19. Restricted reserves - *continued*

City of Sunderland provided funding for small community projects.

Tudor Trust provided funding for the chief officer position.

Durham Community Foundation managed funding for a grant European Social Fund in support of volunteer management.

Gentoo provided funds towards the cost of a television for the reception area.

Comic Relief provided funds to the Advice on Prescription project which offers free and confidential advice to patients of six GP surgeries in the area. The transfer represents the capital additions purchased for this project.

Gateshead Council have provided funding as part of the LA7 ESF Community Grants programme which is to support individuals who are economically inactive or unemployed get back into employment.

Back on the Map have provided funds to help deliver Welfare Benefits and Debt Advice to clients of the charity.

The Big Lottery Fund have provided Awards for All funding for the Step Forward Volunteering Project to support local people getting into volunteering and to offer them additional support and training where needed and to help them develop skills and confidence.

Big Potential provided funding to engage in a strategic overview with the support of Learning Advisors to the organisation. Following a diagnostic process likely areas for development were identified and a business growth plan was drawn up which included consideration of social investment.

SIB provided funding from the Coalfields Area Committee to support two projects. One of the projects was volunteering with older and isolated people and the other was to support the recruitment and training of volunteers for debt and advice work.

All Together Now - Sunderland City Council provided funding to support a weekly drop in session for older and isolated people across the Coalfields area, providing a varied programme of activities.

Rothley Trust – Funding received from The Rothley Trust was a contribution towards the cost of new signage for the Charity's premises.

Funding was provided by way of a restricted donation towards the cost of funding emergency fuel costs under Crisis Support.

Sunderland City Council provided funding for delivery of the Washington Individual Support Project (WISP) to deliver advice services to engage and support people presenting to other agencies in acute crisis.

Funding was provided by a number of sources including Sunderland City Council and Big Lottery Fund to fund a new community library.

Sunderland City Council provided funding for delivery of the Know IT All project that aims to provide drop in sessions to improve digital knowledge and skills for local people and improve access by providing a laptop in the new community library.

20. Company Limited by Guarantee

The charitable company is limited by guarantee in that every member undertakes to contribute such amounts as may be required in the event of the charitable company being wound-up, for the payments of the debts, liabilities and the cost of winding up not exceeding £1 per member.