

**Southend on Sea Guild of Help and Citizens Advice Bureau**  
**SUMMARY OF THE ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2016**

**Income and Expenditure Account year ended 31st March 2016 (Unrestricted Funds)**

	2015/2016	2014/2015
<b>INCOME</b>	£	£
Income from Local Authority	227,913	221,863
Money Advice Service	51,210	53,463
Donations/Legacies/Fundraising	115,645	41,720
Tax on Gift Aid	970	2,626
Advice Bureau Contributions	4,666	4,054
Sundry Income	37,608	39,630
Legal Aid Agency	50,050	39,277
Interest	190	192
Total	<u>488,252</u>	<u>402,825</u>
<b>EXPENDITURE</b>		
Salaries and N I Costs	329,998	287,693
Pension Costs	10,674	9,420
Volunteers Expenses	4,513	5,225
Postage, Printing & Stationery	3,966	2,699
Lighting, Heating and Cleaning	8,039	9,372
Insurance	4,839	4,802
Information	2,133	2,006
Office Expenses	13,273	10,923
Training	2,628	1,988
Telephone	6,920	7,958
Building Maintenance	8,629	7,087
Annual General Meeting Costs	9	619
Auditor/Accountancy	3,094	3,503
IT Support	7,586	7,764
Irrecoverable VAT	6,750	7,230
Bank interest (Pension Fund Loan)	1,370	2,819
Total	<u>414,421</u>	<u>371,108</u>
Net income/(loss) for the year	<u>73,831</u>	<u>31,717</u>

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**Balance Sheet at 31<sup>st</sup> March 2016**

	2015/2016 £	2014/2015 £
<b>Fixed Assets (after revaluation)</b>	300,000	300,000
<b>Current Assets</b>		
Debtors	21,769	15,333
Bank balances	191,111	197,836
<b>Creditors (current)</b>	(40,514)	(72,909)
<b>Net Current Assets</b>	172,366	139,820
<b>Creditors - amounts due after one year</b>	0	(41,931)
<b>Net Assets</b>	472,366	397,889
<b>Represented by</b>		
Restricted and Designated Funds	32,307	31,661
Unrestricted Funds	440,059	366,228
	472,366	397,889
<b>Fund Movement</b>		
<b>Restricted funds</b>		
Balance 1 April 2015	31,661	26,256
Increase in year	646	5,405
<b>Balance 31 March 2016</b>	32,307	31,661
<b>Unrestricted funds</b>		
Balance 1 April 2015	366,228	334,511
Increase in year	73,831	31,717
<b>Balance 31 March 2016</b>	440,059	366,228

**Exceptional Needs Account at 31st March 2016**

	31/03/2016 £	31/03/2015 £
Balance brought forward	4,670	4,265
Income	576	739
<b>Total</b>	5,246	5,004
Expenditure	(530)	(334)
<b>Balance carried forward</b>	4,716	4,670

**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 2016.

Wilkins Kennedy LLP, Statutory Auditor and Chartered Accountants, 1-5 Nelson Street, Southend-on-Sea, Essex, SS1 1EG  
23<sup>rd</sup> August 2016.

**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 23<sup>rd</sup> August 2016 and will be submitted to Companies House and to the Charity Commission by the due date of 31<sup>st</sup> December 2016.  
Graham Robinson FCA - Hon Treasurer