

Older Citizens Advocacy York (OCAY)

**Receipts and Payments Accounts
for the year ended
31 March 2020**

Registered Charity No. 1173795

Older Citizens Advocacy York (OCAY)

Independent Examiner's Report to the Trustees of Older Citizens Advocacy York

I report to the trustees on my examination of the accounts of Older Citizens Advocacy York (the Charity) for the period ended 31 March 2020.

Responsibilities and basis of report

As the Trustees of the Charity, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent Examiner's Statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Use of this report

This report is made solely to the Charity's Trustees, as a body, in accordance with Section 145 of the Charities Act 2011. My independent examination work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my independent examination work, for this report, or for the opinions I have formed.

Caroline Cook
Independent Examiner

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Older Citizens Advocacy York (OCAY)

Summary of Receipts and Payments for the year ended 31 March 2020

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	2020 Total £	2019 Total £
Receipts						
Grant funding	2	1,700	-	68,423	70,123	97,425
Grants repaid to funder		-	-	-		(473)
Fundraising	3	2,905	-	-	2,905	1,506
Donations (inc Gift Aid)	4	4,730	-	-	4,730	5,428
Bank interest		64	-	-	64	322
Gift of assets from charity number 1094279	5	-	-	-	-	64,823
Total receipts		9,399	-	68,423	77,822	169,031
Payments						
Staff costs		-	-	64,288	64,288	65,128
Staff training		-	-	199	199	102
Staff recruitment and expenses		4	-	780	784	1,039
Volunteer training		27	-	14	41	246
Volunteer expenses		498	-	49	547	496
Fundraising expenses		326	-	161	487	595
Property costs		-	-	9,344	9,344	8,097
Insurance		-	-	899	899	1,072
Telecommunications and IT		-	-	6,429	6,429	7,704
Asset purchases		521	-	1,056	1,577	1,238
Office supplies		-	-	713	713	586
General publicity and advertising		117	-	359	476	882
Outreach publicity and events		-	-	2,466	2,466	2,483
AGM expenses		-	-	346	346	301
Subscriptions		5	-	201	206	120
Bank charges		-	-	60	60	60
Professional fees		-	-	-	-	(146)
Development costs		-	-	-	-	1,750
Total payments		1,498	-	87,364	88,862	91,753
Cash funds b/fwd at 1 April 2019		29,070	30,988	17,220	77,278	-
Net receipts/(payments) in the year		7,901	-	(18,941)	(11,040)	77,278
Funds transfer		(8,548)	(6,868)	15,416	-	-
Cash funds c/fwd at 31 March 2020		28,423	24,120	13,695	66,238	77,278

Older Citizens Advocacy York (OCAY)

Statement of Assets and Liabilities at 31 March 2020

Notes	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
Cash funds				
Deposit accounts	27,887	-	27,887	27,823
Current account	24,469	13,695	38,164	49,313
Petty cash	187	-	187	142
Total cash funds at 31 March 2020	52,543	13,695	66,238	77,278

Represented by funds carried forward

Big Lottery – Reaching Communities	-	-	-	-
Financial Inclusion – Benefits programme	-	-	-	46
Asset purchase funds	-	170	170	713
Vital York programme	-	1,131	1,131	4,856
Outreach projects	-	7,324	7,324	6,605
Allen Lane Foundation	-	-	-	5,000
Aviva - Dementia	-	5,070	5,070	-
General funds	28,423	-	28,423	29,070
Designated funds	6	24,120	24,120	30,988
Total funds at 31 March 2020	52,543	13,695	66,238	77,278

Other Monetary Assets

The Charity does not have any other Monetary Assets.

Investment Assets

The Charity does not have any Investment Assets other than highly liquid cash balances held in deposit accounts.

Assets retained for the Charity's own use

Insured Assets based on the valuation exercise carried out in December 2019 was £17,016 including computer equipment, publicity related assets, office furniture and equipment.

The accounts were approved and authorised for issue by the Trustees on and signed on their behalf by:

Rachel Totton
Chair of Trustees

Sylvia Doughty
Trustee & Secretary

Older Citizens Advocacy York (OCAY)

NOTES TO THE RECEIPTS AND PAYMENTS ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020

1. These accounts have been prepared under the historical cost convention, on a receipts and payments basis, in accordance with Section 133 of the Charities Act 2011 and following the guidance for accounting for smaller charities issued by the Charity Commissioners.

2. **Grant funding**

	2020 £	2019 £
Big Lottery – Reaching Communities	40,500	71,384
Two Ridings Community Foundation – Vital York programme	-	9,975
Outreach projects	18,807	7,026
Aviva - Dementia	5,070	
Allen Lane Foundation	-	5,000
Financial Inclusion – Benefits programme	4,046	2,091
Asset purchase grants	1,700	1,949
	70,123	97,425

Big Lottery – Reaching Communities

Reaching Communities grant funding covers the general running costs of the charity including the staff costs, property costs and office costs.

Outreach projects

A number of small grants, including Ward Committee funding, have been received to fund Outreach projects in local communities.

Two Ridings Community Foundation – Vital York Step Change programme

This part funds the work of the Lead Advocate and the Manager to support business planning and development work.

Allen Lane Foundation

Funding specifically received to cover the cost of property rental during the 2019/20 financial year.

Asset purchase grants

A number of grants which have been received to cover the cost of the purchase of assets for use by the charity.

Aviva - Dementia

Aviva Community Fund grant is for development of our new Dementia Advocacy strand to enable people with dementia are able to access and use the service.

3. **Fundraising**

Fundraising Activities yielded £2,905 (2019 - £1,506) from a variety of activities and events. The Trustees, Staff and Volunteer Advocates would like to express their thanks to everyone who contributed to the success of these with particular mention of Brenda Gledhill, Sylvia Doughty Dan Brittan for their continuing hard work for OCAY.

4. **Donations**

Donations (including Gift Aid) totalling £4,730 (2019 - £5,428) was received during the year. The Trustees, Staff and Volunteer Advocates would like to express their thanks to everyone who donated to the charity.

Older Citizens Advocacy York (OCA Y)

NOTES TO THE RECEIPTS AND PAYMENTS ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020 (continued)

5. Gift of assets from charity number 1094279

During the 2018/2019 financial year, cash assets totalling £64,823 were gifted to this charity from a previously unincorporated charity, also called Older Citizens Advocacy York (charity number 1094279), which has since been removed from the Charity Commission register. In addition, the non-cash assets (including computer equipment, publicity related assets, office furniture and equipment) of the previous charity were also gifted, however no value has been assigned to them within these accounts. Where assets were restricted or designated in the accounts of the previous charity, these have been recognised with the same restrictions in these accounts.

6. Designated funds

The Trustees have agreed to hold £15,000 in designated funds against contingencies such as staff redundancies, early office lease termination or any other unforeseen emergencies.

A second designated fund of £15,988 is also held following the receipt of donations obtained from the Lord Mayor of York during the 2016/17 financial year by the previously unincorporated charity, Older Citizens Advocacy York - charity number 1094279. The Trustees have decided to designate these funds to be spent on general running costs of the charity from 2019/20, when the grant funding received from the Reaching Communities project will be decreased. During the year, £6,868 of these funds have been used leaving a carried forward balance of £9,120 to be used in the 2020/2021 financial year.