

Company registration number: 02761115

Charity registration number: 1015216

Coventry Independent Advice Service Limited

Annual Report and Financial Statements

for the Year Ended 31 March 2020

McGlone Wardzynski Limited
Eagle House
14 Queens Road
Coventry
West Midlands
CV1 3EG

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Coventry Independent Advice Service Limited

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Coventry Independent Advice Service Limited

Reference and Administrative Details

Trustees	Caron McKenna, Chairperson	
	John Lowe, Treasurer	
	Gavin Kibble (resigned 28 February 2020)	
	Cllr Joseph Clifford	
	Cllr Rachel Lancaster, Vice Chair	
	Isabelle Osbourne	
	Alan East (resigned 31 October 2019)	
	Michael Fell	
	Melonie Galvin (resigned 31 October 2019)	
	Rachel Power (resigned 31 October 2019)	
	Reverend Simon Betteridge	
	Mark Monaghan (appointed 26 July 2019)	
Secretary	Alan Markey	
Key Management Personnel	Alan Markey	
Principal Office	Oakwood House	
	Cheylesmore	
	Coventry	
	CV1 2HL	
	The charity is incorporated in England and Wales.	
Company Registration Number	02761115	
Charity Registration Number	1015216	
Bankers	Cambridge and Counties Bank	
	Charnwood Court	
	5B New Walk	
	Leicester	
	LE1 6TE	
	Unity Trust	Redwood Bank
	Nine Brindley Place	The Nexus Building
	4 Oozells Square	Broadway
	Birmingham	Letchworth Garden City
	B1 2HB	SG6 3TA
Independent Examiner	McGlone Wardzynski Limited	
	Eagle House	
	14 Queens Road	
	Coventry	
	West Midlands	
	CV1 3EG	

Coventry Independent Advice Service Limited

Reference and Administrative Details

Governing Document

We offer free advice, information and support to Coventry residents via outreach services. We hold the advice quality standard for our debt and welfare benefits advice, a nationally recognised quality mark for public advice organisations. We are members of Adviceuk and our debt advice is regulated by the Financial Conduct Authority. Our aim is to combat poverty and financial exclusion.

The Charity's objects are to promote any charitable purpose for the public benefit of communities in Coventry and the surrounding areas, predominantly by providing information, advice, public education and other support to relieve poverty and hardship, reduce inequality and improve quality of life.

Coventry Independent Advice Service Limited

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements and independent examiner's report of the charitable company for the year ended 31 March 2020.

Objectives and activities

Objects and aims

To promote any charitable purpose for the public benefit of communities in Coventry and the surrounding areas, predominantly by providing information, advice, public education and other support to relieve poverty and hardship, reduce inequality and improve quality of life.

Main activities

We help individuals to identify and claim benefits, to challenge benefit decisions, to advise on strategies for dealing with problem debt, to negotiate with creditors and to provide information and support on a range of other social welfare issues. The service is free and confidential.

Prior to the Covid-19 pandemic, our service was delivered from community outreach venues across the city via a mix of 'drop-in' sessions and pre-booked appointments. Our service model is focused on reaching people where they live, in their own neighbourhoods, and in areas of greatest need. Since the pandemic, we have been delivering our service by telephone and digital means.

In setting our objectives and planning our activities the trustees have complied with the requirements of section 17 of the Charities Act 2011 by giving due consideration to the Charity Commission's public benefit guidance.

Objectives and achievements

Our objectives for the year included:

- To maintain accessible advice and information services for Coventry communities;
- To seek opportunities for enhancing our service offer;
- To maximise the income of individuals and families in the city;
- To demonstrate a good 'return on investment' for our funders;
- To help address poverty and inequality by increasing the take-up of benefits and by offering debt advice and casework;
- To attract additional volunteers to support our service delivery; and
- To play a part in the life of the city through engagement with local initiatives, policy work and campaigns.

Our achievements are fully detailed in a separate impact report for 2019/20 that we make available on our website and provide to supporters and funders. In summary, our achievements for the financial year include:

- We opened 2635 new files for 2430 individuals and families.
- The two main enquiry areas were welfare benefits (76% of new files opened) and debt/money guidance (10%).
- Total reported financial gains for clients was £3,656,404.03.
- Of the total gains, over £3.4 million was additional social security benefit income for individuals and families.
- £175,000 of client debt was managed or written off for clients whose cases closed this year.
- New debt cases opened during the year identified client debt totalling over £430,000.
- 11,834 items of work were completed for clients, including interviews, correspondence and other actions on behalf of clients

Coventry Independent Advice Service Limited

Trustees' Report

- 40% of work completed involved client interviews and a further 35% involved writing letters, telephone calls and emails to progress work.
- Our website was viewed over 17,000 times.
- 93.5% of survey respondents said they rated our service as excellent or very good (average rating 4.7, maximum of 5) and 93.6% said they would recommend us to a family member or a friend (average rating 6.6 out of 7). 97.9% said that our service had made their situation better than it was before seeking advice (average rating 8.7 out of 10).

In addition to our core work, we continued to develop opportunities for volunteers thanks to funding from **The Henry Smith Charity**. During the reporting year we recruited several volunteers who assisted with the advice-giving process, with promotional activities and in administrative roles. Their dedication and support has been invaluable.

During the year we also launched a dedicated benefits advice project for people living in the Tanyard Farm area of Coventry, thanks to funding from **Orbit Group**. We employ an adviser who works directly with tenants, providing a valuable additional service for individuals and families on the estate.

Covid-19

The Covid-19 pandemic hit as we approached the end of the financial year. It is important that we acknowledge this as a post-balance sheet event, as it has impacted on our ability to deliver our core services and projects in recent months.

When the pandemic and national lockdown hit, our charity moved quickly to deliver advice services by telephone and digitally, rather than face-to-face. Our staff and volunteers have been working from home and have adapted well to the current ways of working. Our funders have been supportive and have continued to provide grants at the same level as prior to the pandemic. We have also been able to secure some grants in the early part of 2020/21 that has helped provide additional stability. At this stage, therefore, we do not foresee the pandemic having a significant impact on our charity as a going concern over the next 12 months.

We would like to thank all our funders, supporters and partners for their ongoing support during this difficult period which has enabled us to continue to provide our essential advice services. We also want to thank all of our staff and volunteers for their professionalism and dedication to the charity in challenging times.

Financial review

The statement of financial activities is set out within this report. In summary, income for the year was £394,225 (2018/19 £378,723) of which £343,574 was unrestricted funding and £50,651 was restricted funding.

Total unrestricted expenditure was £378,227 (2018/19 £348,323). This level of expenditure saw our unrestricted reserves reduce by £27,905 this year. This was a conscious decision by the Trustees who decided to invest in core service activity to meet increasing need, while seeking to diversify income sources through grants and other activity. We were successful in attracting new project funding along with other small grants and donations, which helped to supplement our core grant from Coventry City Council.

We increased our staff costs this year, mainly due to employing staff to deliver funded projects. Staff costs were £355,581 (2018/19 £288,578), representing 81% of our total charity expenditure this year. This increase also reflects additional cost of living awards to staff and increased workplace pension costs.

Coventry Independent Advice Service Limited

Trustees' Report

Reserves policy

The trustees have set a reserves policy that requires reserves to be maintained at a level which ensures that our core activity could continue during a period of unforeseen difficulty and that a proportion of reserves be maintained in a readily realisable form. The trustees assess the required level of reserves on an annual basis, alongside the operating budget. The assessment takes account of the income and expenditure risk within the budget and the need to keep sufficient bank balances to be able to manage the day-to-day fluctuations of receipts and payments.

The reserves policy is calculated and reviewed annually by the Finance and General Purposes Sub-Committee. Based on risk analysis, unrestricted reserves equivalent to at least three months operating costs were agreed to be necessary (representing approximately £96,000 for the 2020/21 financial year ahead). The current level of reserves represents around four months' operating costs, and whilst this is now closer to the policy limit, there are no ongoing commitments that extend beyond this period and costs could be reduced significantly, and at short notice if required. Any significant changes in activities or financial obligations that could affect the level of reserves is closely monitored.

Structure, governance and management

Coventry Independent Advice Service is governed by its memorandum and articles of association. It is constituted as a registered charity and as a company limited by guarantee in England and Wales.

Trustees of the charity are appointed following a skills-based interview process with recommended appointments subject to election at the Annual General Meeting (AGM). At each AGM, one-third of the trustees must retire from office but are able to seek re-election. The trustees are also able to co-opt board members during the year, using the same skills-based approach.

Major risks and management of those risks

The trustees conduct their own review of the major risks to which the charitable company is exposed. The principal risk to which the charitable company is exposed is financial, given the reliance on a core grant from Coventry City Council (the grant represented 95% of unrestricted income in 2019/20). Whilst the trustees do not expect the council to remove this funding, action continues to seek additional sources of funding.

The risk management process is periodically reviewed to ensure that it still meets the needs of the charitable company and includes:

- an annual review of the risks which the charitable company faces; and
- the establishment of systems and procedures to mitigate those risks identified

Coventry Independent Advice Service Limited

Trustees' Report

Statement of Trustees' Responsibilities

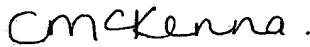
The trustees (who are also the directors of Coventry Independent Advice Service Limited for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; 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 trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The annual report was approved by the trustees of the charity on 3rd November 2020 and signed on its behalf by:



Caron McKenna

Chair of the Trustee Board

Coventry Independent Advice Service Limited

Independent Examiner's Report to the trustees of Coventry Independent Advice Service Limited

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2020 which are set out on pages 6 to 17.

Respective responsibilities of trustees and examiner

As the charity's trustees of Coventry Independent Advice Service Limited (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of Coventry Independent Advice Service Limited 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 accounts 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)(b) of the 2011 Act.

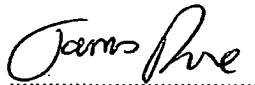
Independent examiner's statement

Since Coventry Independent Advice Service Limited's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of FMAAT AATQB, which is one of the listed bodies.

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 Coventry Independent Advice Service Limited as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts 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 accounts 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 this report in order to enable a proper understanding of the accounts to be reached.



James Rose
FMAAT AATQB

Eagle House
14 Queens Road
Coventry
West Midlands
CV1 3EG

Date 4th November 2020

Coventry Independent Advice Service Limited

**Statement of Financial Activities for the Year Ended 31 March 2020
(Including Income and Expenditure Account and Statement of Total
Recognised Gains and Losses)**

	Note	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
Income and Endowments from:					
Donations and legacies	3	7,620	-	7,620	12,529
Grants, including capital grants	3	325,793	50,651	376,444	364,354
Full recovery cost		6,582	-	6,582	-
Other income		1,540	-	1,540	-
Bank interest receivable		2,039	-	2,039	1,840
Total Income		343,574	50,651	394,225	378,723
Expenditure on:					
Charitable activities	4	(378,227)	(58,328)	(436,555)	(361,694)
Total Expenditure		(378,227)	(58,328)	(436,555)	(361,694)
Net (expenditure)/income		(34,653)	(7,677)	(42,330)	17,029
Transfers between funds		7,371	(7,371)	-	-
Net movement in funds		(27,282)	(15,048)	(42,330)	17,029
Reconciliation of funds					
Total funds brought forward		157,858	29,810	187,668	170,638
Total funds carried forward	12	130,576	14,762	145,338	187,667

All of the charity's activities derive from continuing operations during the above two periods.

Coventry Independent Advice Service Limited

**(Registration number: 02761115)
Balance Sheet as at 31 March 2020**

	Note	2020 £	2019 £
Fixed assets			
Tangible assets	10	1,850	1,914
Current assets			
Debtors	11	4,360	2,953
Cash at bank and in hand		155,284	197,829
		159,644	200,782
Creditors: Amounts falling due within one year	12	(16,156)	(15,029)
Net current assets		143,488	185,753
Net assets		145,338	187,667
Funds of the charity:			
Restricted funds		14,762	29,190
Unrestricted income funds			
Unrestricted funds		130,576	157,858
Total funds	13	145,338	187,667

For the financial year ending 31 March 2020 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

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

The financial statements on pages 8 to 19 were approved by the trustees, and authorised for issue on 3rd November 2020 and signed on their behalf by:

Caron McKenna

.....
Caron McKenna
Trustee

Coventry Independent Advice Service Limited

Notes to the Financial Statements for the Year Ended 31 March 2020

1 Charity status

The charity is limited by guarantee, incorporated in England and Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

Oakwood House
Cheylesmore
Coventry
CV1 2HL

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with 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) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Coventry Independent Advice Service Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and has therefore not included a cash flow statement in these financial statements.

Income and endowments

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Coventry Independent Advice Service Limited

Notes to the Financial Statements for the Year Ended 31 March 2020

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees' meetings and reimbursed expenses.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Coventry Independent Advice Service Limited

Notes to the Financial Statements for the Year Ended 31 March 2020

Tangible fixed assets

Individual fixed assets costing £500.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Office equipment	Written off over three years

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Coventry Independent Advice Service Limited

Notes to the Financial Statements for the Year Ended 31 March 2020

3 Income from donations and legacies

	Unrestricted funds			
	General £	Restricted funds £	Total 2020 £	Total 2019 £
Donations and legacies;				
Donations	7,620	-	7,620	12,530
Grants, including capital grants;				
Coventry City Council	322,287	-	322,287	322,287
The Henry Smith Grant	-	20,000	20,000	39,000
Orbit Grant	-	24,856	24,856	-
Tampon Tax Community Fund	-	5,795	5,795	-
Other grant income	3,506	-	3,506	3,067
	325,793	50,651	376,444	364,354

Coventry Independent Advice Service Limited

Notes to the Financial Statements for the Year Ended 31 March 2020

4 Expenditure on charitable activities

	Unrestricted funds	Restricted funds	Total 2020	Total 2019
	General £	£	£	£
Staff costs (see note 7)	309,137	46,444	355,581	288,578
Training & conferences	3,743	1,129	4,872	6,335
Rent & service charges	18,000	-	18,000	18,000
Telephone and fax	4,116	325	4,441	4,889
Printing, postage and stationery	7,426	97	7,523	7,113
Full cost recovery	-	6,582	6,582	-
Sundry expenses	242	-	242	350
Staff travel & subsistence	3,615	254	3,869	5,255
Depreciation of office equipment	565	-	565	1,002
Volunteer expenses	-	1,285	1,285	435
Rent and rates	-	10	10	-
Equipment	-	1,100	1,100	-
Computer software and maintenance costs	10,819	50	10,869	10,258
Governance costs (see note 5)	20,564	1,052	21,616	19,479
	378,227	58,328	436,555	361,694

Coventry Independent Advice Service Limited

Notes to the Financial Statements for the Year Ended 31 March 2020

5 Analysis of governance and support costs

Governance costs

	Unrestricted funds			
	General £	Restricted funds £	Total 2020 £	Total 2019 £
Independent examiner fees	150	-	150	150
Legal fees	-	473	473	210
Meeting room hire	-	-	-	634
Storage fees	1,022	-	1,022	944
Equipment repairs and renewals	425	30	455	1,387
Waste disposal	90	-	90	36
Books and publications	1,487	-	1,487	977
Subscriptions & licences	2,269	-	2,269	2,374
Sundry expenses	561	-	561	474
Board meetings	-	-	-	31
Catering & consumables	-	39	39	915
Accountancy fees	450	-	450	450
Legal and professional fees	12,147	300	12,447	8,838
Insurance	1,066	-	1,066	1,404
Publicity	509	-	509	50
Bank charges	388	-	388	247
Publicity	-	210	210	358
	<u>20,564</u>	<u>1,052</u>	<u>21,616</u>	<u>19,479</u>

Coventry Independent Advice Service Limited

Notes to the Financial Statements for the Year Ended 31 March 2020

6 Trustees remuneration and expenses

None of the trustees, nor any persons connected with them, has received any remuneration or any benefits from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

7 Staff costs

The aggregate payroll costs were as follows:

	2020 £	2019 £
Staff costs during the year were:		
Wages and salaries	337,085	276,257
Staff pensions	16,996	9,268
Recruitment	1,500	3,053
	<u>355,581</u>	<u>288,578</u>

The monthly average number of persons (including senior management team) employed by the charity during the year expressed as full time equivalents was as follows:

Charitable activities 11 (2019: 10)
Administration 2 (2019: 1)

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

The total employee benefits of the key management personnel of the charity were £53,169 (2019 - £50,114).

Coventry Independent Advice Service Limited

Notes to the Financial Statements for the Year Ended 31 March 2020

8 Independent examiner's remuneration

	2020 £	2019 £
Examination of the financial statements	150	150

9 Taxation

The charity is a registered charity and is therefore potentially exempt from taxation.

10 Tangible fixed assets

	Furniture and equipment £	Total £
Cost		
At 1 April 2019	10,655	10,655
Additions	500	500
At 31 March 2020	11,155	11,155
Depreciation		
At 1 April 2019	8,741	8,741
Charge for the year	564	564
At 31 March 2020	9,305	9,305
Net book value		
At 31 March 2020	1,850	1,850
At 31 March 2019	1,914	1,914

11 Debtors

	2020 £	2019 £
Trade debtors	1,812	-
Prepayments	2,548	2,953
	4,360	2,953

Coventry Independent Advice Service Limited

Notes to the Financial Statements for the Year Ended 31 March 2020

12 Creditors: amounts falling due within one year

	2020 £	2019 £
Trade creditors	5,513	7,395
Pension contributions unpaid	2,771	1,232
PAYE and NIC creditor	6,754	5,497
Accruals	1,118	905
	<u>16,156</u>	<u>15,029</u>

13 Funds

	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2020 £
Unrestricted funds					
General	157,857	343,575	(378,227)	7,371	130,576
Restricted funds	<u>29,810</u>	<u>50,651</u>	<u>(58,328)</u>	<u>(7,371)</u>	<u>14,762</u>
Total funds	<u>187,667</u>	<u>394,226</u>	<u>(436,555)</u>	<u>-</u>	<u>145,338</u>

	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2020 £
Restricted funds					
Big Lottery Awards Grant	3,635	-	(3,012)	(623)	-
The Henry Smith Charity Grant	26,175	20,000	(34,566)	(6,748)	4,861
Orbit Grant	-	24,856	(20,750)	-	4,106
Tampon Tax Community Fund	-	5,795	-	-	5,795
	<u>29,810</u>	<u>50,651</u>	<u>(58,328)</u>	<u>(7,371)</u>	<u>14,792</u>

Coventry Independent Advice Service Limited

Notes to the Financial Statements for the Year Ended 31 March 2020

	Balance at 1 April 2018 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2019 £
Unrestricted funds					
General	162,277	339,723	(348,323)	4,180	157,857
Restricted funds	8,361	39,000	(13,371)	(4,180)	29,810
Total funds	<u>170,638</u>	<u>378,723</u>	<u>(361,694)</u>	<u>-</u>	<u>187,667</u>

	Balance at 1 April 2018 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2019 £
Restricted funds					
Big Lottery Awards Grant	4,181	-	(546)	-	3,625
Santander Grant	4,180	-	-	(4,180)	-
The Henry Smith Charity Grant	-	39,000	(12,825)	-	26,175
	<u>8,361</u>	<u>39,000</u>	<u>(13,371)</u>	<u>(4,180)</u>	<u>29,810</u>