

**REPORT OF THE DIRECTORS/TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017
FOR
CITIZENS ADVICE AYLESBURY VALE**

**AYLESBURY & DISTRICT CITIZENS ADVICE BUREAU changed its name by extraordinary resolution
on 8 March 2017 to CITIZENS ADVICE AYLESBURY VALE and this change was registered by
Companies House on 29 March 2017**

TUESDAY



A6GQ9E3T

A06

10/10/2017

#150

COMPANIES HOUSE

CITIZENS ADVICE AYLESBURY VALE

CONTENTS OF THE FINANCIAL STATEMENTS for the Year Ended 31 March 2017

	Page
General Information	1
Report of the Directors / Trustees	2
Statement of Financial Activities / / Income and Expenditure Account	5
Balance Sheet	6
Notes to the Financial Statements	7
Report of the Independent Examiner	13

CITIZENS ADVICE AYLESBURY VALE

GENERAL INFORMATION

DIRECTORS / TRUSTEES:	Mr G Hawking - Chair	Appointed 5 April 2017
	Ms L A Walton	
	Mr R K Green	Resigned 31 March 2017
	Mr A J Sangster	
	Mr D Cocks - Treasurer	Resigned 1 April 2016
	Mrs S F Grey	
	Mr S Friend	Resigned 31 March 2017
	Mr N A E Coulson	
	Cllr J M Brandis	Resigned 31 March 2017
	Cllr S Renshell	Resigned 31 March 2017
	Mr C Holden	Resigned 31 March 2017
	Mrs R Takodra	Resigned 31 March 2017
	Mr S W Horner - Treasurer	Appointed 1 April 2016
	Mr L C Renshell	Appointed 5 April 2017
	Mrs J M Mordue	Appointed 5 April 2017
	Mrs D S Davis	Appointed 5 April 2017

COMPANY SECRETARY: Mr N A E Coulson

CHIEF OFFICER: Mr R Wiltshire

REGISTERED OFFICE: 2 Pebble Lane
Aylesbury
Buckinghamshire
HP20 2JH

COMPANY REG NUMBER: 06693405 (England and Wales)

CHARITY NUMBER: 1126825

INDEPENDENT EXAMINER: M L Clark FCA
ECL Howard Watson Smith LLP
Chartered Accountants
ECL House
Lake Street
Leighton Buzzard
Bedfordshire
LU7 1RT

BANK: CAF Bank Limited
West Malling, Kent

WEBSITE:

CITIZENS ADVICE AYLESBURY VALE

REPORT OF THE DIRECTORS / TRUSTEES for the Year Ended 31 March 2017

The trustees present their report and accounts for the year ended 31 March 2017 which also meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum of Association, and 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).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Citizens Advice Aylesbury Vale was incorporated on 10 September 2008 as a private company, limited by guarantee, and commenced operations on 1 April 2009, when it took over the operations of the previous unincorporated charity. On 8 March 2017 by extraordinary resolution the name was changed from Aylesbury & District Citizens Advice Bureau following the merger with Buckingham Winslow and District Citizens Advice Bureau. Its company number is 06693405, and it is a registered charity number 1126825. These accounts show the position prior to the merger, which took place on 1 April 2017.

The charitable company was established under a Memorandum of Association which set out the objects and powers, and is governed under its Articles of Association. It is a member of the national association of Citizens Advice Bureaux (Citizens Advice) and is subject to regular quality audits as part of its membership requirements.

The registered company address is 2 Pebble Lane, Aylesbury, Buckinghamshire, HP20 2JH, which is also the principal place of business.

The Trustees who were Members of the Board during the period covered by these accounts were recruited by the advertising of vacancies through a specialist website and through personal contact, and all were interviewed by existing members of the trustee board. New Trustees were informed as to their role through provision of detailed information as to the organisation and they also received formal induction training from Citizens' Advice.

PRINCIPLE ACTIVITY

The principal activity of the company in the period under review was the operation of a Citizens Advice Bureau in Pebble Lane, Aylesbury. Citizens advice bureaux give free, independent and confidential advice to members of the public and are in a unique position to be able to campaign for change when social injustices arise.

The Trustees have had regard to the guidance published by the Charity Commissioners on public benefit and believe that the activities of the charity as outlined in the report are for the public benefit.

DIRECTORS AND TRUSTEES

The following served as directors and trustees of the company during the year and up to the date of this report.

Ms L A Walton
Mr R K Green (Resigned 31 March 2017)
Mr A J Sangster
Mr D Cocks (resigned 1 April 2016)
Mrs S F Grey
Mr S Friend (resigned 31 March 2017)
Mr N A E Coulson
Cllr J M Brandis (resigned 31 March 2017 but will continue as a representative for AVDC)
Cllr S Renshell (resigned 31 March 2017)
Mr C Holden (resigned 31 March 2017)
Mrs R Takodra (resigned 31 March 2017)
Mr S W Horner (appointed 1 April 2016)
Mr L C Renshell (appointed 5 April 2017)
Mr G Hawking (appointed 5 April 2017)
Mrs J M Mordue (appointed 5 April 2017)
Mrs D Davies (appointed 5 April 2017)

CITIZENS ADVICE AYLESBURY VALE
REPORT OF THE DIRECTORS / TRUSTEES
for the Year Ended 31 March 2017

OBJECTIVES AND ACTIVITIES

The charity's objectives are to promote any charitable purpose for the benefit of the community in Aylesbury and surrounding areas (the area of benefit) by the advancement of education and preservation of health and the relief of poverty, sickness and distress. Specifically in this charity's case these objects are promoted by the provision of advice and information and (where feasible) action to address social injustices.

SIGNIFICANT ACTIVITIES, ACHIEVEMENTS AND PERFORMANCE

The activities of the Charity have, as in previous years, been based on the provision of generalist advice and information, including limited casework and specialist services for the citizens of Aylesbury and the southern part of Aylesbury Vale district.

This year the Board has focused, with success, on securing the future of the organisation through merger with Buckingham, Winslow and District Citizens Advice. This merger will ensure the renewal of the service level agreement with Aylesbury Vale District Council and also free up resources to invest in further business development opportunities reducing our reliance on grant funding and increasing our sustainability. The merger will take place on the 1 April 2017, but much of the preparation work has been delivered in this financial year.

In the year to 31 March 2017 the Bureau has employed up to 7 (2016: 7) full and part time staff and engaged 39 volunteers (2016: 39). Over 3,000 individual clients have been advised or given information on in excess of 5,000 individual issues and there have been over 25,000 contacts in the form of face to face interviews, letters, telephone calls or e-mail exchanges between the bureau and clients or third parties. Demand for our services has consistently outstripped our ability to supply help and advice and the situation is becoming more difficult with many changes to benefits still to come.

During the year the organisation negotiated a new 3 year service level agreement with Aylesbury Vale District Council for its core funding (up to March 2020). It has also received project funding from Bucks County Council for the Accessible Advice project, which was a two year pilot project (ending in March 2017), delivering webchat and email advice channels across Buckinghamshire and information assistance in four libraries across the county.

The Thomas Hickman Charity and the Aylesbury Vale Community Chest provided funding to enable us to employ an Adviceline team leader to significantly increase the number of calls we answer from those clients contacting us by telephone and to support younger people to volunteer with us to improve their employability.

The Big Lottery provided funding for a project run by Buckingham, Winslow and District CAB to deliver financial capability training across Aylesbury Vale.

In addition to seeking funding for specific projects in line with our objectives and to deliver public benefit, fundraising is actively pursued to provide additional funds for the core service.

Staff, Trustees and Friends of Aylesbury & District CAB were active in raising funds through personal donations, money giving websites and promotion of Waitrose in store tokens, which are acknowledged with thanks. Our staff and volunteers also raised £450 through a house to house collection with the Rotary Club's Christmas float in December.

CITIZENS ADVICE AYLESBURY VALE

**REPORT OF THE DIRECTORS / TRUSTEES
for the Year Ended 31 March 2017**

FINANCIAL REVIEW

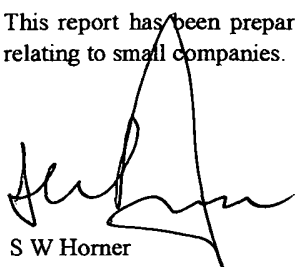
The year ending 31 March 2017 saw a small deficit of income against expenditure of £6.1k resulting in a decrease in total reserves (restricted plus unrestricted) to £121.3k. The deficit arose primarily through additional costs associated with the merger with Buckingham, Winslow and District Citizens Advice effective from 1 April 2017. Early in the merger process the Chief Executive of Buckingham, Winslow And District CAB was taken ill for an extended period. It was decided to extend the role of the Aylesbury & District CAB Chief Executive to provide interim cover for Buckingham and this was a major item in expenditure on the merger. Another factor in the deficit for the financial year was expenditure incurred on restricted reserves held at 31 March 2017.

The balance of unrestricted funds at 31 March 2017 was £120,430 (2016: £125,103), of which £120,430 (2016: £125,103) is considered free reserves.

The Trustees have a strategy on reserves which involves holding unrestricted funds not committed or invested in tangible fixed assets of between 3 and 6 months of expenditure, resulting in a target range of £43,000 to £85,000 in general funds. The reserves are needed to meet the working capital requirements of the charity and the Trustees are confident that at this level they would be able to continue the current activities of the charity in the event of a significant drop in funding. The actual figure at 31 March 2017 of £120,430 is above this range before considering the impact of the merger with Buckingham, Winslow and District Citizens Advice.

Following the merger on 1 April 2017, the unrestricted reserves of the merged charities is £184,546 with budgeted expenditure of between 3 and 6 months of £86,000 and £172,000 respectively demonstrating the need for the level of reserves held.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.



S W Horner
Treasurer

27 September 2017

CITIZENS ADVICE AYLESBURY VALE

**STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
for the Year Ended 31 March 2017**

		<u>Unrestricted</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>TOTAL</u>	<u>2015/16</u>
		£	£	£	£
	Notes				
INCOME AND EXPENDITURE					
Incoming Resources					
Incoming resources from generated funds:					
Grants		105,070	35,098	140,168	181,372
Donations and fund raising		12,052		12,052	7,785
Voluntary income total	5	117,122	35,098	152,220	189,157
Investment income		1,187	-	1,187	1,022
Incoming resources from charitable activities	5	10,166	-	10,166	11,201
Total Incoming Resources		<u>128,475</u>	<u>35,098</u>	<u>163,573</u>	<u>201,380</u>
Resources Expended					
Charitable activities					
Payroll	6	89,537	24,293	113,830	121,622
Support costs	6	36,288	17,612	53,900	54,859
Charitable activities total		125,825	41,905	167,730	176,481
Governance costs	7	1,569	366	1,935	1,105
Total Resources Expended	14	<u>127,394</u>	<u>42,271</u>	<u>169,665</u>	<u>177,586</u>
Net Income /Expenditure		<u>1,081</u>	<u>(7,173)</u>	<u>(6,092)</u>	<u>23,794</u>
Transfers between Funds		<u>(5,754)</u>	<u>5,754</u>	<u>-</u>	<u>-</u>
Net Movements in Funds		<u>(4,673)</u>	<u>(1,419)</u>	<u>(6,092)</u>	<u>23,794</u>
Total Funds Brought forward	14	125,103	2,295	127,398	103,604
Total funds carried forward		<u>120,430</u>	<u>876</u>	<u>121,306</u>	<u>127,398</u>

CITIZENS ADVICE AYLESBURY VALE

BALANCE SHEET
31 March 2017

		31.3.17	31.3.16
	Notes	£	£
FIXED ASSETS			
Tangible assets	8	-	-
CURRENT ASSETS			
Debtors	9	4,128	7,221
Cash at bank and in hand		<u>135,508</u>	<u>150,267</u>
		139,636	157,488
CREDITORS			
Amounts falling due within one year	10	<u>18,330</u>	<u>30,090</u>
NET CURRENT ASSETS		121,306	127,398
TOTAL ASSETS LESS CURRENT LIABILITIES		<u><u>121,306</u></u>	<u><u>127,398</u></u>
THE FUNDS OF THE CHARITY			
Unrestricted funds:	14	120,430	125,103
Restricted funds	14	876	2,295
		<u><u>121,306</u></u>	<u><u>127,398</u></u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2017.

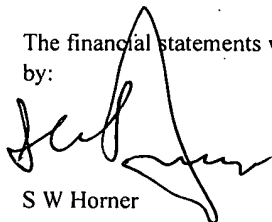
The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2017 in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

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

The financial statements were approved by the Board of Directors on 27 September 2017 and were signed on its behalf by:


S W Horner

CITIZENS ADVICE AYLESBURY VALE

NOTES TO THE FINANCIAL STATEMENTS for the Year Ended 31 March 2017

1 ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation and uncertainty in the preparation of the financial statements are as follows:

Accounting convention

The charity constitutes a public benefit entity as defined by FRS 102. 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 (as updated through Update Bulletin 1 published on 2 February 2016)) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011 and the Companies Act 2006.

Preparation of the accounts on a going concern basis

With the level of reserves held at 31 March 2017 and funding secured from Aylesbury Vale District Council for 2017-18 it is appropriate to prepare the accounts on a going concern basis.

Recognition of income and expenditure

All incoming resources are included in the statement of financial activities when the charity is entitled to, and virtually certain to receive, the income and the amount can be quantified with reasonable accuracy and all performance criteria have been met.

Expenditure is recognised on an accrual basis as a liability is incurred. Irrecoverable VAT is charged against the activity for which the expenditure was incurred.

Allocation of Support Costs

Support costs are those functions which support the charity in carrying out its main activities. Accordingly each funded activity has to bear a proportion of these support costs to reflect the full cost of undertaking the work.

Pension contributions

The charity operates a defined contribution pension scheme. Contributions payable to the scheme are charged to the Statement of Financial Activities in the period to which they relate.

Tangible fixed assets

Fixed assets are stated at cost and written down in full in the year of acquisition.

Debtors

Debtors and prepayments are recognised at the settlement amount due or paid.

Creditors

Creditors and provisions are recognised where the charity has an obligation which will result in the transfer of funds to a third party and the amount can be measured or estimated with reasonable accuracy. Deferred income is income received in advance of the associated work being performed.

CITIZENS ADVICE AYLESBURY VALE

NOTES TO THE FINANCIAL STATEMENTS for the Year Ended 31 March 2017

1 ACCOUNTING POLICIES - continued

Financial Instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments and as such are recognised in accordance with the debtor and creditor notes above.

Restricted Funds

Funding received for a particular project is kept in a restricted fund and spent on salaries and associated costs relating to that project. In addition support costs are allocated as noted above.

2 FUNDS

Aylesbury Vale District Council

AVDC provide the core funding for the advice service under a two year service level agreement. This continues to be treated as unrestricted this year.

Accessible Advice Project - Bucks County Council

This is a two year pilot project (ending in March 2017), delivering webchat and email advice channels across Buckinghamshire and information assistance in four libraries across the county.

Combating Worklessness Through Volunteering (CWTV) - Thomas Hickman Charity, Mulberry Trust, Community Chest

During the year grants were awarded by the Thomas Hickman Charity and the Aylesbury Vale Community Chest to Aylesbury CAB for £11,500 and £5,000 for improving our telephone advice and supporting younger people to volunteer with us to improve their employability.

Reaching Communities - The Big Lottery

This was a project run by Buckingham, Winslow and District CAB to deliver financial capability training across Aylesbury Vale. We received a payment of £11,500 to cover room hire, utilities and overhead costs for the use of our training room to deliver training sessions.

Unrestricted Funds

Other material grants and funds received are unrestricted as to purpose and have been used to provide the Core Services as well as to help build reserve levels.

CITIZENS ADVICE AYLESBURY VALE

NOTES TO THE FINANCIAL STATEMENTS for the Year Ended 31 March 2017

3 OPERATING SURPLUS

The net incoming resources is stated after charging:

	31.3.17	31.3.16
	£	£
Depreciation - owned assets	1,360	232
Accountants - independent examination	1,080	1,080
Accountants - bookkeeping and payroll services	600	600
Operating lease rentals	11,368	10,225
Directors'/trustees' emoluments and other benefits etc	-	-

No travelling expenses were paid to trustees during the year, (2016:None). Apart from this, no trustee received any emoluments, benefits or expenses during the year (2016: none).

4 TAXATION

The company is a registered charity and is exempt from corporation tax.

5 INCOME

	31.3.17	31.3.16
	£	£
Grants and donations		
<u>Unrestricted</u>		
Aylesbury Vale District Council - Core Advice Service	83,700	93,000
Contribution to facilities costs of hosting Pensionwise	4,320	6,600
Reaching Communities Project	11,250	-
BMAS/RP Project	3,800	-
CITA Grant for Debt relief order - Pilot	2,000	-
Donation and fund raising	12,052	7,785
	117,122	107,385
<u>Restricted</u>		
Buckinghamshire County Council - for Money Advice	-	12,500
Thomas Hickman Charity - for Money Advice	-	16,602
William Harding Charity - for Training Volunteers	-	15,250
Buckinghamshire County Council Public Health Programme - for G.P. Project	-	14,318
Bucks CC Accessible Advice Project	14,348	16,652
Citizens Advice: Pensionwise	2,750	2,750
Thomas Hickman Charity - for NEETS Training & Work Experience Scheme	11,500	-
Vale of Aylesbury Housing Trust - for NEETS Training & Work Experience Scheme	5,000	3,000
Aylesbury Town Council - for IT Training Room	1,500	-
Citizens Advice for New Branding	-	700
	35,098	81,772
Total voluntary income	152,220	189,157
Charitable Activities (unrestricted)		
Sublet of office space on 5 year lease	10,000	9,342
Income from room hire	166	1,617
Other income	-	242
	10,166	11,201

CITIZENS ADVICE AYLESBURY VALE

NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2017

6 CHARITABLE ACTIVITIES	31.3.17	31.3.16
	£	£
(A) STAFF COSTS		
Salaries	104,068	110,841
Social security costs	5,276	5,840
Other pension costs	4,486	4,941
	<u>113,830</u>	<u>121,622</u>

The average monthly number of employees during the period was 6 (2016:7).
No employee was paid in excess of £60,000 during the year (2016: none).

(B) SUPPORT COSTS		
Rent, rates and water	12,435	11,288
Insurance, heat, light and storage	4,395	5,107
Cleaning, repairs and maintenance	8,193	4,740
Recruitment, travel and training	6,153	4,920
Telephone and information	7,746	9,596
Stationery, equipment and office expenses	5,260	6,258
Legal and professional fees	600	600
Bank charges	25	5
Web based services	6,261	10,926
Sundry expenses	1,472	1,187
Depreciation	1,360	232
	<u>53,900</u>	<u>54,859</u>

7 GOVERNANCE COSTS	31.3.17	31.3.16
	£	£
Independent examination	1,080	1,080
Due Diligence Costs on merger	810	-
Trustee Expenses	-	-
Other	45	25
	<u>1,935</u>	<u>1,105</u>

8 TANGIBLE FIXED ASSETS

	Office equipment £	Computer equipment £	Totals £
COST			
At 1 April 2016	14,979	17,067	31,814
Additions	-	1,360	1,360
At 31 March 2017	<u>14,979</u>	<u>18,427</u>	<u>33,174</u>
DEPRECIATION			
At 1 April 2016	14,979	17,067	31,814
Charge for year	-	1,360	1,360
At 31 March 2017	<u>14,979</u>	<u>18,427</u>	<u>33,174</u>
NET BOOK VALUE			
At 31 March 2017	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2016	<u>-</u>	<u>-</u>	<u>-</u>

CITIZENS ADVICE AYLESBURY VALE

NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2017

9 DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.17	31.3.16
	£	£
Prepayments and accrued income	<u>4,128</u>	<u>7,221</u>

10 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.17	31.3.16
	£	£
Deferred income	6,580	17,098
Taxation and social security	2,106	2,562
Pension contributions	911	1,216
Staff holiday pay	2,079	1,355
Other creditors and accruals	6,654	7,859
	<u>18,330</u>	<u>30,090</u>

11 DEFERRED INCOME

	31.3.17	31.3.16
	£	
Balance at 1 April 2016	17,098	17,098
Additions during the year	6,580	16,500
Amounts released to income	<u>(17,098)</u>	<u>(16,500)</u>
Balance at 31 March 2017	<u>6,580</u>	<u>17,098</u>

Income has been deferred in respect of funding received where the work on the underlying activities was not completed within the current financial year.

12 PENSION COSTS

Employees of the charity are entitled to join a defined contribution 'money purchase' scheme. The charity contribution is restricted to the contributions disclosed in note 6 as 'Other pension costs'. The outstanding contributions at the year end are disclosed in note 10.

13 OPERATING LEASE

These relate to the lease of the company's offices under a 25 year lease expiring 18 May 2036. The rent payable is reviewed every 5 years with the next review due 18 May 2021. The lease is subject to a 6 month break clause which the company can exercise at any time, therefore the minimum lease commitment is £5,750.

CITIZENS ADVICE AYLESBURY VALE

NOTES TO THE FINANCIAL STATEMENTS - continued for the Year Ended 31 March 2017

14 MOVEMENT OF FUNDS

	Balance b/fwd	Income	Expenditure	Transfers	Balance c/fwd
	£	£	£	£	£
Restricted funds					
Bucks CC - Accessible Advice		14,348	(14,516)	168	-
Pensionwise		2,750	(2,784)	34	-
NEETS Training & work experience	-	16,500	(22,052)	5,552	-
Aylesbury Town Council - for IT Training Room		1,500	(1,500)	-	-
Quality Assurance	530	-	-	-	530
Marketing and publicity	1,765	-	(1,419)	-	346
	<u>2,295</u>	<u>35,098</u>	<u>(42,271)</u>	<u>5,754</u>	<u>876</u>
Unrestricted funds					
General Reserves	103,665	44,775	(42,774)	(5,000)	100,666
AVDC - Core Advice Service	21,438	83,700	(84,620)	(754)	19,764
	<u>125,103</u>	<u>128,475</u>	<u>(127,394)</u>	<u>(5,754)</u>	<u>120,430</u>
	<u>127,398</u>	<u>163,573</u>	<u>(169,665)</u>	<u>-</u>	<u>121,306</u>

Mulberry Trust gave a donation of £5,000 which was not restricted but to help fund a specific project rather than the general service. It was decided to use this to help fund the NEETS programme as the specific funding did not cover the costs of providing this service.

15 ANALYSIS OF FUNDS

	Bank and cash £	Net debtors / creditors £	Inter-fund balances £	Totals £
Restricted funds	4,476	(3,600)	-	876
Unrestricted funds	131,032	(10,602)	-	120,430
At 31 March 2017	<u>135,508</u>	<u>(14,202)</u>	<u>-</u>	<u>121,306</u>
At 31 March 2016	<u>150,267</u>	<u>(22,869)</u>	<u>-</u>	<u>127,398</u>

16 POST BALANCE SHEET EVENTS

The trustees of Aylesbury and Buckingham CABs decided in principle that to merge their activities would be the most suitable way of obtaining funding and providing the core service in future. This has been achieved and the two CABs merged at 1 April 2017. The name of Aylesbury CAB has been changed to Citizens Advice Aylesbury Vale and this will be the continuing charity for the merged activity.

REPORT OF THE INDEPENDENT EXAMINER TO THE TRUSTEES OF CITIZENS ADVICE AYLESBURY VALE

I report on the accounts of the company for the year ended 31 March 2017 which are set out on pages five to twelve.

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 accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 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 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- 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 you as 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:

- 1 which gives me reasonable cause to believe that, in any material respect, the requirements:
- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



M L Clark FCA
for and on behalf of:
ECL Howard Watson Smith LLP
Chartered Accountants
ECL House
Lake Street
Leighton Buzzard
Bedfordshire
LU7 1RT

9 October 2017