

## **WAP Chairman's Report for the Year Ending 31<sup>st</sup> March 2016**

Over the past year the Community Office and Wivey Link have continued to be an increasingly busy hub for Wiveliscombe and its surrounding area. The Community Office continues to provide meeting space, wi-fi, tourist information, re-cycling initiatives, services such as the surgeries provided by TDBC Housing Officer and the Police and support to local organisations such as the Walkers are Welcome Group.

Wivey Link registrations have continued to increase and there are now 630 registered passengers. Our single passenger journeys showed an increase of 2,209; the total journeys being 9,555 covering 75,371 miles. This has emphasised that Wivey Link is at capacity for the cars (two wheelchair accessible MPVs, one medium sized wheelchair adapted car and a fourth small saloon car). During the year the old third car was replaced with an almost new, adapted ex-Motability car and a fourth was added to the fleet, replacing the Toyota Yaris, for local journeys where no mobility aids are to be carried. Although the old third car was sold at a profit of almost £800, vehicle costs have risen for obvious reasons.

Our 36 volunteer drivers provide in the region of 5,000 volunteer hours and continue to be the backbone to Wivey Link's service in the community. With the acquisition of our fourth car during the year we are committed to increase our efforts towards recruiting new volunteers.

Our two part-time office staff ensure a good service is offered to all our passengers, many of whom are disabled, elderly and often living in rural isolation.

Wivey Link fares show an increase of 7.8% and donations and bequests show a 43% decrease over the year due to a very large number of one off donations in the previous year.

The appointment of a part time Administrative Assistant in February 2016 and the recruitment of a new part time Office Manager in June 2016 mean that our salary costs this year show an increase in costs of £5,260.

Professional fees increased during the year due to the retention of a Chartered Surveyor, tasked to rework the lease terms which have now been presented to the owner of Wiveliscombe House.

The Wiveliscombe Area Partnership accounts for the year show a small deficit for the year of £809 (2015 surplus £13,171). These were one-off costs such as an entirely new telephone system, installed in January, replacing the old inefficient system which had been in place for many years. Advertising expenses were also paid to Briony Goffin for Wivey Link promotional work, resulting in the charming booklet "Three Years, Twice a Week on Wednesdays and Fridays".

The Board is committed to keeping at least one year's operating costs against unforeseen eventualities. In addition a fund is maintained equal to the depreciation on the vehicles which will build towards the replacement of vehicles when needed.

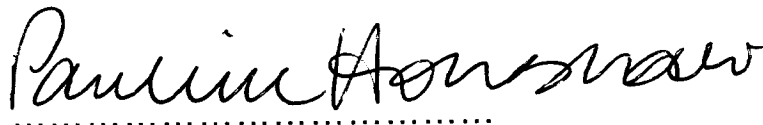
"Tenants Travel", a scheme offering concessionary travel on Wivey Link vehicles for tenants of Taunton Deane Borough Council in the 10 Parishes, has been slightly stalled by our inability to access tenants directly; we have been dependent upon Deane employees to act in this capacity. The scheme is running but has yet to prove a resounding success because of these reasons above.

A new director was welcomed onto the Board; Andrew Smith has a wealth of expertise and management experience in Finance through his career with Lloyds Bank PLC. We said farewell and thank you Cllr Eddie Gaines who stepped down as TDBC Councillor in September. In due course, it is hoped that Cllr Steve Ross will join the Board in his place. The Board will continue to hold an Annual Stakeholders Meeting to which all Councillors, parish, district and county, are invited together with sponsors and other interested parties. This is now a regular event in our calendar and is well received. This year's meeting will take place end Oct/early Nov.

The charity thrives because of the excellent job and contribution by our team of volunteers without whom there would be no WAP and no Wivey Link and to whom we all owe an enormous debt of gratitude.

As Chair of this organisation I am indebted to the members of the Board who have supported me so well and I look forward to another successful year.

Pauline Homeshaw (Chair)



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Registration Number: 04351175

Charity Registration Number: 1132983

**WIVELISCOMBE AREA PARTNERSHIP**  
(a company Limited by Guarantee)

**TRUSTEE DIRECTORS' REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2016**



**Wiveliscombe Area Partnership  
Unaudited Financial Statements  
For The Year Ended 31 March 2016**

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**Contents**

Legal and Administrative Information	1
Trustee Directors' Report	2 – 6
Independent Examiners Report	7 - 8
Statement of Financial Activities	9
Balance Sheet	10 - 11
Notes to the Financial Statements	12 - 18

**Wiveliscombe Area Partnership  
Unaudited Financial Statements  
For The Year Ended 31 March 2016**

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**Legal and Administrative Information**

Chair	Mrs P Homeshaw
Deputy Chair	Mr J Bone
Trustees	Mr E Gaines (resigned 2 September 2015) Mr R Barfield Mrs L Featherstone (resigned 31 August 2015) Mr S Froud Mrs J Hoyle Mr E East Mr A Smith (appointed 4 November 2015) Cllr S J Ross (appointed 1 June 2016)
Registered Office	Wiveliscombe House The Square Wiveliscombe TA4 2JT
Solicitors	Porter Dodson The Quad Blackbrook Avenue Taunton TA1 2PX
Bankers	National Westminster Bank PLC 12 Fore Street Wellington Somerset TA21 8AL  Scottish Widows Bank plc 67 Morrison Street Edinburgh EH3 8Y
Accountants	Moore Scarrott Limited Calyx House South Road Taunton Somerset TA1 3DU

**Wiveliscombe Area Partnership  
Unaudited Financial Statements  
For The Year Ended 31 March 2016**

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**Trustee Directors' Annual Report for the Year Ended 31 March 2016**

The trustee directors present their report and the unaudited financial statements for the year ended 31 March 2016.

**Structure, Governance and Management**

The organisation is a charitable company limited by guarantee, incorporated on 10 January 2002 and registered as a Charity on 25 November 2009 under the number 1132983.

The Charity is governed by its Articles of Association adopted by Special Resolution on 29 February 2012, revising those adopted on 28 November 2009 when the Charity was registered.

The trustee directors have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' in accordance with the Financial Reporting Standard for Smaller Entities (FRSSE) 2015 in preparing the annual report and financial statements of the Charity.

The Charity is a company limited by guarantee, the liability of the members in the event of a winding up being £1 each.

The Charity is managed by the Trustees who are also the members.

**Objectives and Activities**

The objects of the Charity are:

- To promote the enhancement, improvement and amenity of the Area of Benefit for the benefit of its inhabitants;
- To provide, improve and maintain public amenities in the Area of Benefit;
- To relieve financial hardship in the Area of Benefit by providing or facilitating the provision of housing for those who are in need;
- To provide a community transport service for those who are in need of such a service because of age, sickness, disability or financial need or because of a lack of availability of adequate and safe public passenger services;
- The provision of recreational facilities or other leisure time occupation for the inhabitants of the Area of Benefit who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances, have need of such facilities for the public at large in the interests of social welfare and with the object of improving the conditions of life of the said inhabitants;
- To relieve unemployment in the Area of Benefit in such ways as may be thought fit including the provision or assistance in the provision of workspace, buildings, land or infrastructure for use on favourable terms, training and information;
- The promotion of health in the Area of Benefit;

### **Objectives and Activities (cont'd)**

- The prevention of crime in the Area of Benefit by promoting co-operation between the public and the police.

In these Objects, "the Area of Benefit" means the ten parishes comprising Wiveliscombe, Huish Champflower, Milverton, Stawley, Clatworthy, Brompton Ralph, Chipstable, Fitzhead, Bathealton and Ashbrittle and the surrounding area.

The main activities undertaken for the public benefit to achieve these objects are:

- The provision of a community transport service to a wide spread rural community through the use of volunteer drivers.
- Providing the community with access to various support services; these included regular surgeries with the police, the housing officer, credit union, local and district councillors and others.
- Providing the rural community it serves with a business hub to support the business community generally and promote employment.
- The holding of a street market annually and a biennial arts festival, to raise awareness.

### **Organisational Structure**

The day to day management of the Charity is carried out by the Trustee Directors. The board of Trustee Directors (see page 1) are drawn from members with a broad range of knowledge and experience.

Trustee Directors are formally elected at general meetings as and when an individual puts themselves forward for election.

The Trustee Directors meet on a monthly basis to ensure that the objects of the Charity continue to be met.

In addition to the Trustee Directors, the Charity has approximately 44 volunteers of whom 36 are engaged as drivers for the Wivey Link community transport service which operates four vehicles. Other volunteers are involved in providing community support services and administration.

### **Risk Factors**

The board regularly review the risks to which the Charity may be exposed and confirm that systems have been established to mitigate those risks.

The Trustee Directors meet on a regular basis to discuss the current funding position and ways to raise additional funds.

All drivers are required to complete log sheets which record the daily journeys. A summary of these journeys are reviewed monthly by the Trustee Directors.

**Wiveliscombe Area Partnership  
Unaudited Financial Statements  
For The Year Ended 31 March 2016**

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**Risk Factors (cont'd)**

Due to the nature of the service, some passengers may be classed as vulnerable. An Annual Registration form is completed for each passenger and reviewed regularly to ensure the physical and mental health of the passenger has not significantly changed. This ensures the drivers are fully aware of the health of each passenger to mitigate risk not only to the passenger, but also to themselves.

**Financial Summary**

The accounts show a small deficit for the year ended 31 March 2016 of £809 (2015: surplus of £13,171).

Gross resources arising in the year amounted to £117,900 (2015: £104,997).

Donations and bequests have decreased by 43% to £9,441 (2015: £16,474). A number of larger, one-off donations were received in the previous year.

However, the Charity held its biennial Arts Festival which generated funds of £7,490.

In addition, the Charity received a grant of £11,000 to provide transport services to tenants of Taunton Deane Borough Council. This is a one-off grant which is not expected to be renewed next year.

Income from fares increased by 7.8% to £40,274 (2015: £37,341).

Total resources expended in the year amounted to £118,709 (2015: £91,826).

Costs of generating grants, donations and legacies increased by £15,319 to £51,597 (2015: £36,278). Motor vehicle expenses increased following the purchase of two new vehicles in the year. One older vehicle was also sold in the year at a profit of £798.

This year also includes costs of £9,071 incurred in relation to the Arts Festival.

Charitable activity costs increased by £11,880 to £60,645 (2015: £48,765). Staff costs have increased due to a part time manager being employed to perform administrative duties. The decision was taken to move all telephone lines to British Telecom and a one-off fee of £2,617 was paid to facilitate this.

Advertising expenses include a payment to Briony Goffin for Wivey Link promotional work of £2,200.

Governance costs increased by £252 to £6,508 (2015: £6,256). During this year the Trustee Directors engaged a Chartered Surveyor in order to value the premises from which the Charity operates, as they were considering the purchase of the premises from the existing owner.

In the previous year accountancy fees were higher due to one-off advice provided in respect of bookkeeping.

Other resources expended show a small surplus due to an undervaluation of stock in the previous year.



### **Financial Summary (cont'd)**

Although the Charity has incurred a small deficit of £809, this does include a number of one-off costs which are not expected to be incurred in subsequent years. The Trustee Directors therefore do not feel that this deficit is of concern.

The Charity received £6,224 during the year on behalf of Kim Cavanagh, a consultant. This money is being held in trust for Ms Cavanagh and repaid to her as required. The repayments in the year were £4,684 and therefore £1,540 is owed to her at the year end. This amount has been included within creditors.

### **Achievements**

The Charity has continued to provide transport to those in need.

The community transport service covered 75,371 miles, an increase of 4,738 compared to the previous year. It also provided 9,555 single passenger journeys, an increase of 2,209 on last year, and had 630 registered passengers. The number of volunteer drivers has decreased from 41 to 36.

The Charity also continued to provide access to the support services and business hub as stated in the activities.

### **Reserves and Investment Policy**

The total funds held at 31 March 2016 amounted to £155,528 (2015: £156,337).

The Charity holds funds in an account with Scottish Widows in order to purchase replacement vehicles for the community transport service. Two vehicles were replaced in this year. In addition, the Charity holds funds in a separate savings account held with Scottish Widows. The balance at 31 March 2016 was £86,494 (2015: £86,149).

The Trustee Directors are aware that changes to the Financial Services Compensation Scheme means that only £75,000 of the funds held with Scottish Widows are protected in the event of the bank collapsing. Steps are currently being taken to move funds to another bank account to ensure all funds held are fully protected.

The main sources of support are annual grants received from Taunton Deane Borough Council and Wiveliscombe Town Council. In 2016, these amounted to £36,900 (2015: £36,900). These grants are reviewed by the Council on an annual basis and the Trustee Directors cannot guarantee each year that the grants will be received. The Trustee Directors, therefore, feel it is imperative to hold funds amounting to approximately two years of grant funding in order to continue to meet the Charity's objectives for at least the next two years if the grants were to cease. This is considered to give the Trustee Directors sufficient time to seek alternative methods of funding. The Trustee Directors review this policy annually. The grant has already been reduced by 10% for the current year and further cuts to the funding are expected.

In addition, the Trustee Directors consider it necessary to hold reserves in order to regularly replace and maintain the fleet of vehicles. Demand is currently at a level that the Charity now runs four vehicles in order to satisfy demand, and to provide cover in case one of the other vehicles is unavailable.

The Trustee Directors are currently renegotiating the lease on the building.

**Wiveliscombe Area Partnership  
Unaudited Financial Statements  
For The Year Ended 31 March 2016**

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**Statement of Trustee Directors' Responsibilities**

The Trustee Directors are responsible for preparing the Annual Report and Financial Statements in accordance with applicable law and regulations.

Company law requires the Trustee Directors to prepare financial statements for each financial year. Under that law the Trustee Directors have elected to prepare financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charitable company at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year.

In preparing those financial statements, the Trustee Directors are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue to operate.

The Trustee Directors confirm that they have complied with the above requirements in preparing the financial statements.

The Trustee Directors are responsible for maintaining proper accounting records which disclose with reasonable accuracy the financial position of the charitable company and which enable them to ensure that the financial statements comply with 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.

**Small Company Provisions**

This report has been prepared in accordance with the Statement of Recommended Practice – Accounting Reporting Charities and in accordance with the special provisions of Part VII of the Companies Act 2006 relating to small entities.

Approved by the Board on 3 August 2016 and signed on its behalf by:

Mrs P Homeshaw  
Chair

**Independent Examiners' Report**

I report on the accounts of the Charity for the year ended 31 March 2016, which are set out on pages 9 to 17.

**Respective Responsibilities of Trustee Directors and Examiner**

The Trustees (who are 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. The Charity's gross income did not exceed £250,000 and I am qualified to undertake the examination by being a member of The Institute of Chartered Accountants in England and Wales.

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 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.

**Wiveliscombe Area Partnership  
Unaudited Financial Statements  
For The Year Ended 31 March 2016**

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**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.

C M S Longbottom  
Moore Scarrott Limited  
Calyx House  
South Road  
Taunton  
Somerset  
TA1 3DU

Date: 11 August 2016

**Wiveliscombe Area Partnership**  
**Unaudited Financial Statements**  
**For The Year Ended 31 March 2016**

**Statement of Financial Activities Including Income & Expenditure Account for the Year Ended 31 March 2016**

		Unrestricted £	Restricted £	Total 2016 £	Total 2015 £
<b>Income from:</b>	Note				
Grants, donations and legacies	2	500	20,107	20,607	18,699
Charitable activities	3	21,900	72,242	94,142	82,218
Other trading activities					-
Investments		-	345	345	349
Other incoming resources		1,770	1,036	2,806	3,731
<b>TOTAL INCOMING RESOURCES</b>		<b>24,170</b>	<b>93,730</b>	<b>117,900</b>	<b>104,997</b>
<b>Expenditure on:</b>					
Costs of raising funds		-	-	-	-
Costs of generating grants, donations and legacies	4	-	51,597	51,597	36,278
Charitable activities	5	21,964	38,681	60,645	48,765
Other resources expended		(41)	-	(41)	527
Governance costs	6	3,254	3,254	6,508	6,256
<b>TOTAL RESOURCES EXPENDED</b>		<b>25,177</b>	<b>93,532</b>	<b>118,709</b>	<b>91,826</b>
<b>NET INCOME/ (EXPENDITURE)</b>		<b>(1,007)</b>	<b>198</b>	<b>(809)</b>	<b>13,171</b>
Transfers between funds	16	-	-	-	-
Total funds brought forward		88,002	68,335	156,337	143,166
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>86,995</b>	<b>68,533</b>	<b>155,528</b>	<b>156,337</b>

The statement of Financial Activities also complies with the requirements for an Income and Expenditure account under the Companies Act 2006.

**Wiveliscombe Area Partnership  
Unaudited Financial Statements  
For The Year Ended 31 March 2016**

**Balance Sheet as at 31 March 2016**

Company Registration Number 04351175

	Note	31 March 2016		31 March 2015	
		Total		Total	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible Assets	8	30,146		35,067	
Investments	9	-		1,000	
			30,146		36,067
<b>CURRENT ASSETS</b>					
Stock		1,115		282	
Debtors and Prepayments	10	6,608		6,079	
Cash at Bank and in Hand		124,492		121,877	
			132,215		128,238
<b>CREDITORS</b>					
Creditors falling due within one year	11	(6,833)		(7,968)	
<b>NET CURRENT ASSETS</b>			125,382		120,270
<b>TOTAL NET ASSETS</b>			<b>155,528</b>		<b>156,337</b>
<b>REPRESENTED BY:</b>					
<b>Restricted Funds:</b>					
Wivey Link		55,989		56,255	
Festival		7,723		7,671	
Street Market		4,321		3,409	
Guy Wilkes Award		500		1,000	
			68,533		68,335
<b>Unrestricted Funds</b>			86,995		88,002
<b>TOTAL CHARITY FUNDS</b>	12		<b>155,528</b>		<b>156,337</b>

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective 2015).

For the year ended 31 March 2016, the Trustee Directors are satisfied that the company was entitled to exemption from the provisions of the Companies Act 2006 under Section 477 relating to the audit of the financial statements.

**Wiveliscombe Area Partnership  
Unaudited Financial Statements  
For The Year Ended 31 March 2016**

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**Balance Sheet as at 31 March 2016 (cont'd)**

The members have not required the company to obtain an audit in accordance with Section 476 of the Act.

The Trustee Directors acknowledge their responsibilities for:

- a) Ensuring that the company keeps accounting records which comply with Section 386 of the Act; and
- b) Preparing accounts which give a true and fair view of the state of affairs of the company at 31 March 2016 and of its profit for the year then ended in accordance with Sections 394 and 395, and otherwise comply with the requirements of the Act relating to accounts, so far as applicable to the company.

Approved by the Board of Trustees on 3 August 2016.

And signed on its behalf by:

Mrs P Homeshaw  
Chair

## **1. Accounting Policies**

### **(a) Basis of preparation**

The Financial Statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (FRSSE SORP - effective January 2015), and with the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Companies Act 2006.

### **(b) Donations, legacies and similar incoming resources**

All donations, legacies and similar incoming resources are recognised once the charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of incoming resources can be measured with sufficient reliability.

### **(c) Resources expended**

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the Charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Grants payable are payments made to third parties in the furtherance of the charitable objects of the Charity. Provisions for grants are made when the intention to make the grant has been communicated to the recipient.

### **(d) Allocation of overhead and support costs**

Overhead and support costs have been allocated between charitable activity and governance. Costs relating to Charitable Activities have been apportioned on the basis of an assessment of the proportion of work done in respect of Charitable Activities and are detailed in notes 5 and 6. The trustees review this apportionment on a regular basis.

### **(e) Governance costs**

Governance costs comprise all costs involving the public accountability of the Charity and its compliance with regulation and good practice. These costs include costs related to Independent Examinations and legal fees.

### **(f) Depreciation**

Depreciation has been provided by the company to write off the cost of tangible assets over their estimated useful economic lives at the following rates:

Office Equipment	30% on Written Down Value
Fixtures and Fittings	20% on Written Down Value
Motor Vehicles	33% on Cost

### **(g) Funds**

Unrestricted funds represent unrestricted income which is expendable at the discretion of the Trustees in furtherance of the objectives of the Charity.



**Wiveliscombe Area Partnership**  
**Unaudited Financial Statements**  
**For The Year Ended 31 March 2016**

**1. Accounting Policies (cont'd)**

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor, or trust deed, and relate to the activities of Wivey Link, a community transport service funded by grants, fares, service level agreements and donations.

**(h) Group accounts**

The Company owns all of the issued share capital of Wivey Link Ltd. The Trustees have not prepared group accounts on the basis that Wivey Link Ltd is a dormant company.

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>2016 £</b>	<b>2015 £</b>
<b>2. Grants, donations and legacies</b>				
Grants received	500	2,900	3,400	2,030
Donations	-	6,538	6,538	12,509
Sponsorship				
Rotary	-	2,390	2,390	2,125
Stair lifts	-	-	-	1,000
Jim Laker Fund	-	513	513	840
Tax recovered	-	276	276	195
10 Parishes Festival	-	7,490	7,490	-
	<b>500</b>	<b>20,107</b>	<b>20,607</b>	<b>18,699</b>

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>2016 £</b>	<b>2015 £</b>
<b>3. Income from charitable activities</b>				
SLA Fees- Taunton Deane Borough Council	17,900	15,000	32,900	32,900
SLA Fees- Wivey Town Council	4,000	-	4,000	4,000
Tenant's Travel	-	11,000	11,000	-
Fares	-	40,274	40,274	37,341
Registration fees	-	4,418	4,418	4,307
Street Market	-	1,550	1,550	3,670
	<b>21,900</b>	<b>72,242</b>	<b>94,142</b>	<b>82,218</b>

**Wiveliscombe Area Partnership  
Unaudited Financial Statements  
For The Year Ended 31 March 2016**

4. Costs of generating grants, donations and legacies	Unrestricted Funds £	Restricted Funds £	2016 £	Restated 2015 £
<u>Wivey Link</u>				
Vehicle running costs	-	19,902	19,902	17,114
Vehicle insurance	-	5,271	5,271	3,917
Vehicle depreciation	-	16,201	16,201	12,602
(Profit) on disposal of vehicles	-	(798)	(798)	-
Tenants travel costs	-	297	297	-
Training	-	-	-	300
		<u>40,873</u>	<u>40,873</u>	<u>33,933</u>
Other training	-	-	-	120
Sundry	-	853	853	225
Grants paid	-	300	300	2,000
In the Mix Youth Project	-	500	500	-
10 Parishes Festival	-	9,071	9,071	-
	<u>-</u>	<u>51,597</u>	<u>51,597</u>	<u>36,278</u>

		Unrestricted Funds £	Restricted Funds £	2016 £	2015 £
<b>5. Charitable Activities</b>					
Street Market	Actual	-	2,755	2,755	2,760
Staff costs	Actual	10,497	16,579	27,076	21,816
Rent	50/50	4,558	4,558	9,116	9,041
Rates	50/50	-	-	-	52
Insurances	Actual	553	2,720	3,273	2,501
Property maintenance	50/50	364	364	728	866
Light, heat and water	50/50	1,296	1,296	2,592	1,915
Printing and stationery	Actual	1,705	2,202	3,907	2,950
Telephone	30/70	1,183	2,759	3,942	1,496
Computer costs	Actual	636	2,076	2,712	3,314
Sundry	50/50	500	500	1,000	1,059
Office depreciation	50/50	257	257	514	692
Advertising	50/50	315	315	630	158
Goffin – WL project	Actual	-	2,200	2,200	-
Cleaning	50/50	100	100	200	145
		<u>21,964</u>	<u>38,681</u>	<u>60,645</u>	<u>48,765</u>

**Wiveliscombe Area Partnership  
Unaudited Financial Statements  
For The Year Ended 31 March 2016**

		Unrestricted Funds £	Restricted Funds £	2016 £	2015 £
<b>6. Governance</b>					
Accountancy	50/50	750	750	1,500	2,286
Bookkeeping fees	50/50	854	854	1,708	1,645
Other professional fees	50/50	1,650	1,650	3,300	2,325
		<u>3,254</u>	<u>3,254</u>	<u>6,508</u>	<u>6,256</u>
				<b>2016 £</b>	<b>2015 £</b>
<b>7. Staff costs</b>					
Salaries and wages				24,325	21,461
Recruitment costs				1,833	-
Other employment costs				918	355
				<u>27,076</u>	<u>21,816</u>
				<b>2016 No.</b>	<b>2015 No.</b>
The number of employees was				<u>3</u>	<u>2</u>

During the year one of the employees was also a Trustee Director. The role as Trustee Director was in addition to work as a paid, part time employee and there was no additional remuneration in respect of the services provided as a Trustee Director. Remuneration paid to Trustee Directors in the year for services other than as a Trustee Director was £2,687 (2015: £10,400). Travel and meeting expenses reimbursed were £nil (2015: £nil).

**Wiveliscombe Area Partnership  
Unaudited Financial Statements  
For The Year Ended 31 March 2016**

	Motor Vehicles £	Office Equipment £	Total £
<b>8. Tangible Fixed Assets</b>			
Cost at 1 April 2015	63,010	15,764	78,774
Additions	14,695	-	14,695
Disposals	(12,900)	-	(12,900)
Cost at 31 March 2016	64,805	15,764	80,569
Depreciation			
As at 1 April 2015	30,042	13,665	43,707
For the year	16,201	513	16,714
Realised on disposal	(9,998)	-	(9,998)
As at 31 March 2016	36,245	14,178	50,423
<b>Net book value as at 31 March 2016</b>	<b>28,560</b>	<b>1,586</b>	<b>30,146</b>
Net book value as at 31 March 2015	32,968	2,099	35,067

	2016 £	2015 £
<b>9. Investments</b>		
Shares in Wivey Link Limited (100%)	-	1,000

Wivey Link Limited was a dormant company. The shares were represented by an advance to Wiveliscombe Area Partnership on which no interest was payable. A board resolution was passed in this year to dissolve Wivey Link Limited as there was no further use for it and the company was formally dissolved on 15 December 2015.

	2016 £	2015 £
<b>10. Debtors</b>		
Trade debtors	130	1,011
Other debtors and prepayments	6,478	5,068
	<b>6,608</b>	<b>6,079</b>

**Wiveliscombe Area Partnership  
Unaudited Financial Statements  
For The Year Ended 31 March 2016**

	2016 £	2015 £
<b>11. Creditors and accruals</b>		
Trade creditors	2,117	334
Accruals and deferred income	1,899	3,320
Other creditors	2,817	3,314
Amounts owed to group company	-	1,000
	<u>6,833</u>	<u>7,968</u>

	Unrestricted Funds £	Restricted Funds £	2016 £	2015 £
<b>12. Analysis of assets between funds</b>				
Tangible Fixed Assets	1,025	29,121	30,146	35,067
Investments	-	-	-	1,000
Net Current Assets	85,970	39,412	125,382	120,270
	<u>86,995</u>	<u>68,533</u>	<u>155,528</u>	<u>156,337</u>

**13. Transactions with Trustees**

The company operated throughout the year from premises owned by Woodley Inc. Limited, a company controlled by Mr J R C Harris, who was a Trustee of the Charity until his resignation on 23 September 2013. Rent is charged and paid at a commercial rate.

Subject to note 7, no other transactions with related parties were undertaken such as are required to be disclosed under the Companies Act 2006.

**14. Liability of Members**

The Charity is a company limited by guarantee. In the event of the company being wound up the liability of the existing members and those ceasing their membership within one year prior to the winding up is limited to £1.

**15. Taxation**

The charitable company is exempt from corporation tax on its charitable activities.

**16. Transfer Between Funds**

In previous years a transfer has been made from unrestricted to restricted funds, which represented income from unrestricted funds being used to contribute towards the costs associated with Wivey Link, the community transport service.

It was agreed that from 2015 onwards, a proportion of the SLA fees would be set aside for this purpose, which reflects the original intention for the use of the funds. This is shown in note 3.