

## Scrutiny Task and Finish Panel Agenda



### **Grant Aid Review Task and Finish Scrutiny Panel Monday, 28th September, 2015**

You are invited to attend the next meeting of **Grant Aid Review Task and Finish Scrutiny Panel**, which will be held at:

**Committee Room 1, Civic Offices, High Street, Epping  
on Monday, 28th September, 2015  
at 7.00 pm .**

**Glen Chipp  
Chief Executive**

**Democratic Services  
Officer**

Gary Woodhall  
The Directorate of Governance  
Tel: 01992 564470  
Email: [gwoodhall@eppingforestdc.gov.uk](mailto:gwoodhall@eppingforestdc.gov.uk)

#### **Members:**

Councillors C P Pond (Chairman), J Knapman (Vice-Chairman), A Boyce, A Mitchell MBE, S Murray, G Shiell and B Surtees

---

**THE DEADLINE FOR THE SUBMISSION OF SUBSTITUTES TO THIS MEETING IS  
18:00 HOURS**

---

#### **1. APOLOGIES FOR ABSENCE**

(Director of Governance) To be announced at the meeting.

#### **2. SUBSTITUTE MEMBERS (COUNCIL MINUTE 39 - 23.7.02)**

(Directorate of Governance) To report the appointment of any substitute members for the meeting.

#### **3. DECLARATIONS OF INTEREST**

(Director of Governance) To declare interests in any items on the agenda.

In considering whether to declare a personal or a pecuniary interest under the Code of Conduct, Overview & Scrutiny members are asked pay particular attention to paragraph 11 of the Code in addition to the more familiar requirements.

This requires the declaration of a personal and pecuniary interest in any matter before

an Overview & Scrutiny Committee which relates to a decision of or action by another Committee or Sub-Committee of the Council, a Joint Committee or Joint Sub-Committee in which the Council is involved and of which the Councillor is also a member.

Paragraph 11 does not refer to Cabinet decisions or attendance at an Overview & Scrutiny meeting purely for the purpose of answering questions or providing information on such a matter.

**4. MINUTES (Pages 5 - 8)**

To confirm the minutes of the last meeting of the Panel held on 20 July 2015 (attached).

**5. PRESENTATION BY VOLUNTARY ACTION EPPING FOREST (Pages 9 - 10)**

(Director of Communities) To consider the attached report (GAR-002-2015/16).

**6. REVIEW OF GRANT AID SCHEME - SERVICE LEVEL AGREEMENTS (Pages 11 - 98)**

(Director of Communities) To consider the attached report (GAR-003-2015/16).

**7. ANY OTHER BUSINESS**

Section 100B(4)(b) of the Local Government Act 1972, together with paragraphs (6) and (24) of the Council Procedure Rules contained in the Constitution require that the permission of the Chairman be obtained, after prior notice to the Chief Executive, before urgent business not specified in the agenda (including a supplementary agenda of which the statutory period of notice has been given) may be transacted.

In accordance with Operational Standing Order 6 (Non-Executive Bodies), any item raised by a non-member shall require the support of a member of the Committee concerned and the Chairman of that Committee. Two weeks notice of non-urgent items is required.

**8. EXCLUSION OF PUBLIC AND PRESS**

Exclusion

To consider whether, under Section 100(A)(4) of the Local Government Act 1972, the public and press should be excluded from the meeting for the items of business set out below on grounds that they will involve the likely disclosure of exempt information as defined in the following paragraph(s) of Part 1 of Schedule 12A of the Act (as amended) or are confidential under Section 100(A)(2):

<u>Agenda Item</u>	<u>Subject</u>	<u>Exempt Paragraph</u>
Nil	None	Nil

The Local Government (Access to Information) (Variation) Order 2006, which came into effect on 1 March 2006, requires the Council to consider whether maintaining the exemption listed above outweighs the potential public interest in disclosing the information. Any member who considers that this test should be applied to any currently exempted matter on this agenda should contact the proper officer at least 24

hours prior to the meeting.

Confidential Items Commencement

Paragraph 9 of the Council Procedure Rules contained in the Constitution require:

- (1) All business of the Council requiring to be transacted in the presence of the press and public to be completed by 10.00 p.m. at the latest.
- (2) At the time appointed under (1) above, the Chairman shall permit the completion of debate on any item still under consideration, and at his or her discretion, any other remaining business whereupon the Council shall proceed to exclude the public and press.
- (3) Any public business remaining to be dealt with shall be deferred until after the completion of the private part of the meeting, including items submitted for report rather than decision.

Background Papers

Paragraph 8 of the Access to Information Procedure Rules of the Constitution define background papers as being documents relating to the subject matter of the report which in the Proper Officer's opinion:

- (a) disclose any facts or matters on which the report or an important part of the report is based; and
- (b) have been relied on to a material extent in preparing the report and does not include published works or those which disclose exempt or confidential information (as defined in Rule 10) and in respect of executive reports, the advice of any political advisor.

Inspection of background papers may be arranged by contacting the officer responsible for the item.

**9. DATE OF NEXT MEETING**

(Director of Governance) To note that the next meeting of the Panel will be held on 29 October 2015.

**This page is intentionally left blank**

## EPPING FOREST DISTRICT COUNCIL COMMITTEE MINUTES

**Committee:** Grant Aid Review Task and Finish Scrutiny Panel      **Date:** 20 July 2015

**Place:** Chief Executive's Office      **Time:** 7.00 - 7.55 pm

**Members Present:** C P Pond (Chairman), G Shiell and B Surtees

**Other Councillors:** H Kane

**Apologies:** A Mitchell MBE

**Officers Present:** G Wallis (Community, Health & Wellbeing Manager), C Overend (Policy & Research Officer) and G J Woodhall (Democratic Services Officer)

---

### 1. **SUBSTITUTE MEMBERS (COUNCIL MINUTE 39 - 23.7.02)**

The Panel noted that no substitute Members had been appointed for this meeting.

### 2. **DECLARATIONS OF INTEREST**

There were no Declarations of Interest pursuant to the Council's Code of Member Conduct.

### 3. **MINUTES**

#### **Resolved:**

(1) That the minutes of the meeting held on 31 March 2015 be taken as read and signed by the Chairman as a correct record, subject to the following amendment:

(a) listing Cllr H Kane in the 'Other Councillors' section as, technically, Cllr Kane was not a Member of the Panel; and

(2) That the minutes of the meeting held on 16 April 2015 be taken as read and signed by the Chairman as a correct record, subject to the following amendments:

(a) removing Cllr Knapman from the 'Members Present' section as Cllr Lea was substituting for him; and

(b) adding Cllr H Kane as being in attendance at the meeting.

### 4. **TERMS OF REFERENCE**

The Panel noted its Terms of Reference.

## 5. GRANT AID SCHEME REVIEW - STAGE II SCOPING REPORT

The Panel considered a report, presented by C Overend, concerning the scope of the second part of the review of the Grant Aid Scheme.

C Overend reminded the Panel that it had completed the first part of the review in 2014/15, which was concerned with the one-off grants applied for by various Groups within the District, and had reported to the Overview & Scrutiny Committee at its meeting on 28 April 2015. The second part of the review would be concerned with those Groups in receipt of Grant Aid from the Council via three-year Service Level Agreements, including the Epping Forest Citizens Advice Bureau (EF CAB) and Voluntary Action Epping Forest (VAEF) who were in receipt of the largest amounts.

C Overend drew the Panel's attention to the scoping paper attached to the agenda and suggested the next phase of the review be broken down into three sections to consider: EF CAB; VAEF; and the other smaller Service Level Agreements. The proposed timetable was as follows:

- (i) consider the smaller Service Level Agreements at the first meeting, and arrange visits to a sample of these Groups before the second meeting;
- (ii) receive a presentation from VAEF at the second meeting and arrange a visit for after the meeting, before discussing the smaller Service Level Agreements from the first meeting;
- (iii) receive a presentation from EF CAB at the third meeting and arrange a visit for after the meeting, before discussing VAEF from the previous meeting;
- (iv) consider the arrangements for Grant Aid put in place by other Councils at the fourth meeting, before discussing EF CAB from the previous meeting; and
- (v) discuss and agree the final report to the Overview & Scrutiny Committee at the fifth and final meeting in December 2015 or early January 2016.

G Wallis added that the current Three-Year Service Level Agreements were all due to end in March 2016, hence it would be an advantage to complete the review as soon as possible. VAEF and EF CAB would be advised of the Panel's Terms of Reference before they prepared their presentations to the Panel, which it was expected would detail the impact of the Council's funding on their activities. C Overend suggested that the following sample of groups in receipt of smaller Service Level Agreements could be visited by the Panel:

- (a) Waltham Abbey Youth 2000 (except Cllr Kane);
- (b) The Alzheimer's Society;
- (c) The Lambourne End Centre; and
- (d) Zinc Arts.

G Wallis suggested that a questionnaire could be sent to each Group in receipt of a Service Level Agreement to assist in the Panel's deliberations, especially those Groups which the Panel did not visit. The Panel concurred and G Wallis undertook to put together a number of sample questions for the Panel to agree. C Overend also undertook to circulate a number of possible dates to be considered for the Panel's

visits to the Groups. Cllr Kane suggested that the four smaller Groups could all be visited during one day.

The Panel asked if each Group could be requested to provide basic financial information. C Overend responded that the Council received the annual accounts from each Group with a Service Level Agreement and that the Council's Finance Officers analysed the annual accounts received from VAEF and EF CAB. The Committee felt that each Group should be requested to provide their income and expenditure for the last financial year to inform the Panel's discussions.

Cllr Surtees suggested that the Panel could receive the presentations from VAEF and EF CAB on the same night. However, the Officers advised that this would be too much information for the Panel to deal with for one night and having separate meetings for the two presentations would be preferable. Cllr Surtees also queried the grant received by the Rural Community Council for Essex and the work they undertook within the District. Cllr Kane reassured the Panel that she had visited the Group and that they did have a number of projects in progress throughout the District.

C Overend explained the Commissioning Model to the Panel and that its basic tenet was to set key objectives for each Group to achieve, who were then effectively paid by results. Cllr Kane added that Harlow District Council used a Commissioning model for their Grant Aid Scheme and this was possibly a better method to be considered as part of the review. G Wallis added that it was a model being increasingly used by other Councils for their Grant Aid Schemes and the Panel could discuss the merits of commissioning at a future meeting. The Committee noted that it would enable Grant Aid monies to be directed to the core activities of the Groups which would be of most benefit to residents of the District.

The Chairman enquired if any new Groups were under consideration for the next three-year cycle of Service Level Agreements, but C Overend stated that the possible inclusion of any new Groups would be dependent on the budget agreed by the Cabinet for Grant Aid.

G Woodhall undertook to check available dates for further meetings of the Panel in November and December 2015, and possibly January 2016 as well. C Overend added that Mission Statements could be provided for each Group in receipt of a Service Level Agreement, and the Panel could also examine the Debt Advisors with the EF CAB paid for by the Housing Revenue Account as part of the review, along with the rent and utility bills paid for by the Council for the VAEF.

**Resolved:**

(1) That the scope of the second part of the Panel's review of the Council's Grant Aid Scheme be agreed as follows:

- (a) first meeting to consider the smaller Service Level Agreements and arrange visits to a sample of these Groups;
- (b) second meeting to receive a presentation from, and arrange a visit to, VAEF and discuss the smaller Service Level Agreements from the previous meeting;
- (c) third meeting to receive a presentation from, and arrange a visit to, EF CAB and discuss VAEF from the previous meeting;

(d) fourth meeting to consider the arrangements for Grant Aid put in place by other Councils, including the Commissioning Model, and discuss EF CAB from the previous meeting; and

(e) fifth meeting to discuss and agree the final report to the Overview & Scrutiny Committee;

(2) That a Questionnaire be agreed and sent to all Groups in receipt of a Service Level Agreement to inform the Panel's discussions; and

(3) That all Groups in receipt of a Service Level Agreement be requested to provide an income and expenditure statement for their last, full financial year.

**6. ANY OTHER BUSINESS**

The Panel noted that there was no other urgent business for discussion.

**7. EXCLUSION OF PUBLIC AND PRESS**

The Panel noted that there were no issues arising which necessitated the exclusion of the public and press.

**8. DATE OF NEXT MEETING**

The Panel noted that the next two meetings had been arranged for 28 September 2015 and 29 October 2015.

**CHAIRMAN**





### **Report to Grant Aid Review Task and Finish Panel**

**Report Reference: GAR-002-2015/16**

**Date of meeting: 28 September 2015**

**Subject: Presentation by Voluntary Action Epping Forest**

**Responsible Officer: Chris Overend (01992 564247)**

**Democratic Services: Gary Woodhall (01992 564470)**

---

#### **Recommendations/Decisions Required:**

**(1) That Members receive a presentation from Voluntary Action Epping Forest on its services and activities, to inform the ongoing review by the Panel into the existing arrangements for all Service Level Agreements with voluntary sector groups operating in the District.**

#### **Report:**

1. When the terms of reference for the Task and Finish Panel were determined, it was agreed that the review of arrangements in respect of Service Level Agreements (SLAs) would be dealt with during the second stage in 2015/16. At the first meeting of the Panel during this Council year, on 20 July 2015, Members requested that arrangements be made for a presentation from Voluntary Action Epping Forest, on its services and activities to be given at this, the second meeting. .

2. Jacquie Foile, Chief Officer at Voluntary Action Epping Forest (VAEF) will give a presentation regarding:

- (a) background information on the organisation;
- (b) an outline of its core activities;
- (c) its direct services and their value;
- (d) partnership working;
- (e) future plans; and
- (f) potential additional projects. .

#### **Resource implications:**

##### Budget Provision:

The grant to VAEF by way of the SLA in 2015/16 is £39,120.

##### Personnel:

N/A

Land:

Accommodation costs at Homefield House are valued at £31,550, of which VAEF pays rent/contributions of £11,360.



### **Report to Grant Aid Review Task and Finish Panel**

**Report Reference: GAR-003-2015/16**

**Date of meeting: 28 September 2015**

**Subject: Review of Grant Aid Scheme – Service Level Agreements**

**Responsible Officer: Chris Overend (01992 564247)**

**Democratic Services: Gary Woodhall (01992 564470)**

---

#### **Recommendations/Decisions Required:**

(1) That, having considered the information received from the various groups and comparative data from other local authorities, Members recommend whether to maintain provision for longer term funding by way of Service Level Agreements (SLAs), from 2016/17 onwards, through the Grant Aid Scheme and, if so, the criteria for determining whether an SLA might be applicable.

#### **Reason for decision:**

When the terms of reference for the Task and Finish Panel were determined, it was agreed that the review of arrangements in respect of Service Level Agreements (SLAs) would be dealt with during the second stage in 2015/16. At the first meeting of the Panel during this Council year, on 20 July 2015, it was decided that consideration should be given to the various SLAs (other than in respect of the CAB and VAEF) at this, the second meeting. To assist Members in that regard, it was agreed that further information in relation to the groups and comparative data with other Essex authorities should be made available, with arrangements made for Members to be able to visit a small selection of the groups concerned.

#### **Report:**

1. The present 'two-tier' Grant Aid Scheme was set up in the 1990s. This was in response to a growing recognition that there were a number of well-established voluntary groups which, to develop their services further, were in need of a degree of financial security over a longer period. At the time, many other local authorities also entered such agreements with local voluntary groups.

2. The then Grant Aid Panel determined the eligibility criteria for receiving three year funding through a Service Level Agreement (SLA) with the District Council. Such groups must have received at least one previous 'one-off' grant of £1,000 or more; be the main or an important provider of the service within the District; be able to sign a formal three year agreement with the Council; be already working in partnership with the Council (or developing a partnership with it) and ideally have done so for a number of years. The criteria have remained unchanged since the two-tier scheme was set up.

3. The list of groups funded through an SLA has changed over the years. Some groups have been in receipt of funding by way of an SLA throughout the time that such agreements have operated. Some groups have been added to the list, whilst others are no longer on it. The range of services provided by some of the groups has altered over the years and in some instances the organisational structure may have changed. For instance, some groups have moved towards a more regional or wider-area approach, often for reasons associated

with economies of scale.

4. At present there are 15 voluntary groups in receipt of SLAs and they provide a variety of services. The groups concerned and the amounts they receive per annum are indicated below. There has been no increase in these amounts since 2010. Information in respect of all but one of those groups with regard to their objectives, the impact they feel they have on the District, how grant funding contributes to their activities/services, plans in respect of future provision and copies of the latest income/expenditure accounts are attached to this agenda:

(a)	Alzheimer's Society	£1,722
(b)	British Red Cross	£3,982
(c)	Carers' Trust	£4,529
(d)	Lambourne End Centre	£2,765
(e)	Loughton Voluntary Care Association	£2,990
(f)	North Weald Airfield Museum	£2,265
(g)	Ongar & Villages Voluntary Care	£1,772
(h)	Rural Community Council for Essex	£1,272
(i)	Samaritans	£2,765
(j)	VAEF Gardening	£1,772
(k)	VAEF Home Safety	£4,529
(l)	Victim Support	£3,982
(m)	WAY 2000	£4,529
(n)	Zinc Arts	£4,529

5. There are a number of standard features in each of the SLAs in terms of requirements of the groups e.g. the supply of accounts, minutes of meetings and publicising the fact that support is being given by the District Council. The service specification will obviously vary dependent on the nature and objectives of the group as will some of the information requirements. For instance, some groups might be required to provide client figures whilst others supply attendance figures.

6. Information regarding the current arrangements at other Essex Districts/Boroughs is shown in the attached schedule. Overall, the number of local authorities having SLAs with voluntary groups has declined, as has the total number of such funding agreements. Nonetheless, as it will be noted, arrangements for SLAs still apply in a number of Districts. Sample copies of the SLAs used by this Council and others in Essex will be circulated at the meeting.

7. Having received the information requested and the opportunity to visit some of the groups, Members are now asked to consider the existing arrangements and make recommendations with regard to SLAs from 2016/17 onwards. There are a number of options in that regard and these include (with possible variations), maintaining the criteria similar to those which exist at present, reducing the number of SLAs, perhaps with amended criteria regarding the impact of the group's services on the District, or dispensing with SLAs altogether. In that regard, Members are reminded of the decision made in the first stage of the review that, any group in receipt of an SLA from 1 April 2016, would be required to show 'added value' through their services on a year by year basis.

#### **Resource implications:**

##### Budget Provision:

The Grant Aid Budget for 2015/16 is set at £83,453, of which £43,453 is committed on the existing SLAs.

##### Personnel:

The Community, Policy and Grants Manager and Assistant are responsible for administering

the scheme. They do so in consultation with the Portfolio Holder for Leisure and Community Services and with the involvement of officers from Community Services and Finance.

Land:  
N/A.

**This page is intentionally left blank**

## **Epping Forest Review by Task and Finish Panel**

Questionnaire on Service Provision by SLA Funded Groups

Report by Marion Howell, Services Manager, Alzheimer's Society, West Essex

### **1. Name of Group**

Alzheimer's Society

### **2. What does your group do?**

The Alzheimer's Society is the UK's leading care and research charity for people with dementia and those who care for them. It is a membership organisation, which works to improve the quality of life of people affected by dementia.

We aim to reach out to people with dementia and their carers across the Epping Forest area, offering specialised information and support services. We aim to ensure that all people with dementia, their carers and families are informed about how to live well with dementia and are supported to remain in their own homes for as long as possible. We offer a range of support services which aims to provide social and emotional support, prevent isolation, and facilitate shared experiences which will enable people to live well with dementia.

### **Please tell us about the positive impact you feel you make in the Epping Forest District**

Dementia is one of the most common and serious disorders in later life. Dementia causes irreversible decline in global, intellectual and physical functioning. The Dementia 2014 Report highlights that dementia is the most feared health condition for people over the age of 55, but touches people of all ages. The negative impact on people with dementia and their family carers is profound. At a national level, the economic cost of caring for people with dementia is immense, with direct costs estimated to be around £26 billion each year – higher than cancer, heart disease or stroke. The report estimates that approximately 670,000 people in the UK act as primary carers for people with dementia, which saves the state £11 billion per year.

The Alzheimer's Society Dementia 2014 Report (2014) identified that there are 1,888 people living with dementia in Epping Forest in 2014. The majority of people with dementia have at least one carer, it can therefore be assumed that there are currently around 4,000 people in Epping Forest, many of whom are frail and elderly, who are experiencing the impact of dementia on a daily basis.

The Government has set year on year targets to improve national diagnosis rates, aspiring to reach 75% of the estimated people with dementia by 2017. In 2013 it was estimated that 809 people had a diagnosis of dementia in Epping Forest (47.5% of the estimated prevalence figures). It is therefore anticipated that a further 1,079 people in Epping Forest will be diagnosed with a form of dementia within the next year to aspire to meet this target. As a result of the drive to increase diagnostic rates, the Alzheimer's Society has seen a significant increase in the number of people being diagnosed with dementia in the Epping Forest area over the past 12 months. The people referred to the Alzheimer's Society's Memory Clinic service for post-diagnosis support has increased by 69% between 2013/4 and 2014/5.

Research has shown that with the right intervention and support, those experiencing dementia and their carers can continue to live independent and active lives. A diagnosis of dementia does not have to mean losing quality of life. The key to good management of the condition is accessing support and information throughout the progression of the condition.

The Services that we offer Epping Forest residents include:

### **Post Diagnosis Support Service**

The Alzheimer's Society Dementia Support Services is based at the Epping Forest Memory Clinic, which provides information and support to people immediately following diagnosis. We meet with a person with dementia and their carer, at Outpatients, when they received their diagnosis. We then meet families at their home and provide high quality and comprehensive information on all aspects of dementia and local and universal support services offered by the Alzheimer's Society along with information about statutory services in the area. We give people the opportunity to think about planning ahead and making informed decisions about future health and social care needs, as well as personal finances. There is clear evidence that post diagnostic support improves the quality of life of people living with the condition and there is also increasing evidence that investment in post diagnostic services is cost effective. A total of 386 people were supported by this service between April 2014 and March 2015. This service is funded by West Essex Clinical Commissioning Group.

### **Community Dementia Support Service**

Families are then referred by the Memory clinic service to our Community Dementia Support Service. The Alzheimer's Society Dementia Support Service provides a unique information, advice, signposting and support for people with dementia and



their carers throughout the course of the condition in the Epping Forest area. A diagnosis of dementia means a gradual process of adjustment for the person with dementia and their carer/s, a process during which access to information and support is vital. Having the opportunity to talk about their concerns, either at their home or over the phone, from diagnosis onwards to a trusted independent, and knowledgeable adviser may help many people to understand their dementia, to plan ahead and find out about the support and services that are available to them, which is essential if they are going to live well with dementia in the Epping Forest area. Dementia can be complex and unpredictable and it is important that people are aware we can provide support at any time. This service has supported 256 people between April 2014 and March 2015. It is funded by Essex County Council.

### **Dementia Cafes**

We also run 2 dementia cafes a months in the Epping Forest area. These are informal drop in style cafes which provide information and advice on strategies on coping for people living with dementia and their carers, as well as information for the general community and those working in dementia care. The cafes take place on the 1<sup>st</sup> and 3<sup>rd</sup> Monday of each month at the Methodist Church in Loughton between 10 – 12 noon. These are funded by Essex County Council and we also receive a grant from Loughton Town Council to cover venue hire. A total of 277 attendances have been recorded at the cafes over the period April 2014 to March 2015.

### **Activity Groups**

We also run activity groups each week for people with dementia. These take place each Thursday at the Quakers Meeting House in Epping. The themes of the groups are Keeping Active Together and Active Minds, both of which concentrate of factors that may help to support physical and mental stimulation which may, have a positive impact in helping people to sustain their health for as long as possible. Weekly breaks also give carers a much deserved break in their caring role. In the year 2014/5, the groups were funded by a national Trust, along with client contribution. Over the year 2014/5 49 sessions of each group were delivered, with a total of 26 people benefiting from the sessions. We have recorded 1333 attendances from 26 people at both groups over the 12 month period. 7 people have left because their needs had progressed and 4 moved to residential care and 3 to a dedicated day support service. This service has a waiting list.

### **Singing for the Brain**

Our trademark Singing for the Brain service is extremely popular, attracting around 30 people per session. It builds upon the fact that people with dementia can still remember music when they are finding the spoken words difficult to communicate and remember. It is a very uplifting hour and a half for people with a diagnosis of

dementia and their carers. It takes place on a Tuesday at the Jack Silley Pavillion. This service is shared with Harlow, with a 12 week rotation between the two areas. There were 313 attendances at the groups between April 2014 and March 2015. However demand has significantly grown since that time and we are now having around 24 people attend each session and are moving towards creating a waiting list for this service. This service is funded by Essex County Council.

### **Dementia Connections**

We also work with Age UK to deliver a social inclusion/enabling service which provides short term active befriending for people with dementia. This is funded by Essex County Council

### **Carers Support**

Carers are the most valuable resource in dementia care. Carers often neglect their own health and needs because of their caring responsibilities. We are aware that all carers are now able to be referred for assessments in their own rights. However, the Alzheimers Society can help with providing social support and information.

### **Carers Information and Support Programmes**

Nobody knows how relentless the role of caring for someone with dementia like other carers. We provide 2 levels of carers information and support courses (CrISP), which are funded by Epping Forest District Council, to take carers through the information they need firstly at diagnosis which looks at planning ahead, information about why people behaviour in the way that they do and encouraging carers to look after themselves and we have a second course which is aimed at people whose relatives may have been diagnosed 18 months to 2 years later. Both are highly valued by carers. They feel that the increased information they have received on the course and their involvement with other carers has been influential in understanding their relative and managing their condition. 39 carers have attended this service over the period April 2014 to March 2015.

### **Carers Support Group**

We also think it is important that carers should have the opportunity to talk about their feelings and for this we provide our carers support group, Care to Talk. It meets on the second Monday of every month at the Methodist church in Epping. Here we encourage carers to provide strategies that help each other and we always say to them do not try to do this alone. We help carers to know more about the condition, but take things at their pace. Friends often disappear after people are diagnosed with dementia. We have much to understand about why dementia remains outside the realms of acceptable conversation. This can result in the family feeling very isolated and alone. There is good evidence that social interventions can

improve outcomes for carers and there is support in the community if we know where to obtain it. There have been 122 attendances at this group over the period April 2014 – March 2015. This is funded by Essex County Council.

In conclusion, the Alzheimer's Society recognise the individual needs that people with dementia may have and want to help them to access support throughout the duration of their condition. We also understand the needs of carers and through low costs, community based activities can help them to sustain their caring role for as long as they feel it is possible.

### **Tell us how the grant aid has contributed to your activities/services**

The grant aid has enabled us to deliver 4 Carers Information and Support Programmes over the year 2014/5. A further 4 courses are planned for the current year. The courses are attended by up to 12 carers at each course. CrISP 1 runs for 5 weeks and CrISP 2 runs for 4 weeks.

### **What would your group like to do to extend its provision and what unmet needs are you aware of?**

We require additional resources within our Community Dementia Support team. Our Memory Clinic service has sustained a year on year growth in the number of people referred to it since it was launched in 2010. However, last year the increase in referral rates was significant due to the Government targets. In Epping Forest, the increase in referrals against the previous year was 69% more referrals than they had received during 2013/14. We applied to the West Essex Clinical Commissioning group for increased resources to address this increase and we were allocated an additional 21 hours of staff time to meet this demand.

However, once the Memory Clinic service has delivered the post diagnosis support, people with dementia and carers are referred to our Alzheimer's Society Community Dementia Support Team based team, which are based at our local offices. Essentially, the two services dove-tail to enable people to access home visits or face to face meetings, information, support, and advice to help them to live well with dementia throughout the course of the condition.

Many people with dementia are now living for longer than a decade with their illness, and they and their families have to cope with changing abilities, fluctuating impairment and make decisions about major life events and circumstances as well as day to day situations. We believe people with dementia and carers deserve high quality specialist support throughout the course of the condition and currently the Alzheimer's Society is the only organisation that offer continuous support in the West Essex area.

Currently, we are contracted by Essex County Council to deliver the Community Dementia Support Service. However, our Epping team is only resourced to deliver 20 hours of dementia support a week.

This is because the allocation of resources within the Essex County Council contract were based on ECC's prevalence statistics at the time the contract was released for the tender process in 2012. They allocated the 56 hours of Dementia Support in the West Essex area on the basis of prevalence in West Essex at 2655 people with dementia. However, the Department of Health figures, as identified in the Alzheimer's Society report Dementia 2014, estimates that there are now 4006 people with dementia in the area. Epping Forest was allocated 20 hours per week as part of this 56 hour allocation and resources are now becoming extremely stretched. This is unlikely to change until 2016/17. As stated previously due to the significant increase in referrals to our services, we are finding that there is a considerable gap between the level of need that is evident and the resources we have to provide on-going support to people with long-term, complex and unpredictable needs. On 7<sup>th</sup> May 2015, the results of a GP on line survey reported that GPs were critical of the controversial £55 payments made to GPs for every referral of a diagnosis of dementia between October 2014 and March 2015 because 83% of the 424 GPs surveyed said that there was not enough support available to patients after a dementia diagnosis. We do not want this to be the case in Epping Forest.

In addition, we would like additional resources to extend our Singing for the Brain service, for which there is a significant demand. We would like to be able to offer the 1.5 hours a week to provide a dedicated Epping Forest area service and not rotate the service with our neighbours in Harlow.

## **Conclusion**

David Cameron has predicted that there will be a cure by 2025. In recent weeks we have heard encouraging news about advancements in treatments. However, at the moment a diagnosis of dementia opens itself to limited medical interventions, but it is important that it opens the door to post diagnostic support for people with dementia and their carers.

Marion Howell

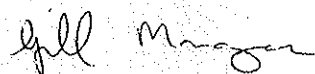
## Summarised financial statements

For the year ended 31 March 2014

## Reporting on summarised financial statements

	2014 Group £'000	2013 Group £'000
<b>Income and expenditure</b>		
<b>Income</b>		
Grants and contracts	31,447	27,452
Legacies	14,733	13,040
Subscriptions, donations and fundraising	30,295	25,013
Investment income	898	697
Other income including trading	5,248	4,569
<b>Total income</b>	<b>82,621</b>	<b>70,771</b>
<b>Expenditure</b>		
Meeting needs	47,526	44,418
Sharing information	2,827	2,264
Advancing research	3,965	5,846
Inspiring change	6,570	5,029
Fundraising	12,427	10,323
Trading costs	1,065	1,517
Governance	319	336
<b>Total expenditure</b>	<b>74,699</b>	<b>69,733</b>
<b>Balance sheet</b>		
Fixed assets	29,968	28,571
Current assets	33,578	25,257
Creditors – falling due within one year	(14,939)	(16,515)
Creditors – falling due after one year	(6,146)	(4,798)
Provisions for liabilities and charges	(563)	(355)
<b>Net assets</b>	<b>41,898</b>	<b>32,160</b>
<b>Funds</b>		
Restricted	9,828	8,327
Unrestricted	32,070	23,833
<b>Total funds</b>	<b>41,898</b>	<b>32,160</b>

The information on this page is extracted from the Trustees' report and annual accounts 2013/14 which has been audited by Crowe Clark Whitehill LLP who gave an unqualified audit opinion on 9 September 2014. The auditors have confirmed to the Trustees that these summarised financial statements are consistent with the full financial statements contained in the Trustees' report and annual accounts 2013/14. The Trustees' report and annual accounts 2013/14 was approved by the Trustees and signed on their behalf on 9 September 2014. The Trustees' report and annual accounts 2013/14 will subsequently be submitted to the Charity Commission and the Registrar of Companies. These summarised financial statements may not contain sufficient information to gain a complete understanding of the financial affairs of the charity. The Trustees' report and annual accounts 2013/14 may be downloaded from [alzheimers.org.uk](http://alzheimers.org.uk)



**Dame Gill Morgan DBE**  
Chair



**John Grosvenor**  
Treasurer



**REVIEW BY TASK AND FINISH PANEL****QUESTIONNAIRE ON SERVICE PROVISION BY SLA FUNDED GROUPS**

**1. Name of Group**            British Red Cross – Mobility Aid

**2. What does your group do?**

We provide mobility aid equipment such as wheelchair, commodes and walking frames to people who are having mobility issues. We loan our equipment on a short term basis and whilst we don't charge for the use of the equipment we do ask for a donation. We also sell reasonable priced equipment to help with long term needs. Our home delivery service is also an option for those who are unable to visit the Loughton depot.

**3. Please tell us about the positive impact you feel you make in the Epping Forest district.**

The people in EFD are able to access our equipment if they don't qualify under the NHS criteria, they are on a waiting list for their delivery of a wheelchair or just not able to afford an expensive piece of equipment for the short period of time. By having our equipment we can help to reduce the financial burden associated with their mobility issue, allow residents to become more independent, help with social integration and reduce the number of re-admission to hospitals.

In 2014 we saw 282 residents in EFD and in 2015 up until the end of June we had over 183 people using our equipment.

Please see attached a thank you letter from one of our service users.

**4. Tell us how the grant aid funding has contributed to your activities/services?**

We were able to use the funding to purchase 30 self-propelling wheelchairs (see attached invoice). This particular equipment is expensive and the Red Cross on its own would not have been able to make this purchase. By having this chair we have been able to help people with strong upper body strength to be independent, giving their carer some well-deserved respite time.

**5. What would your group like to do to extend its provision and what unmet needs are you aware of?**

We get asked for specialist wheelchairs such as bariatric wheelchairs and chairs for children. Most of the times we are unable to meet the demand for those wheelchairs, as a result some residents are asked to call back or sign posted to other mobility shops that charges for use of equipment.

We are also looking for a permanent residence that is suitable to deliver the service in the district. On a very short notice we recently took up residence at Forrest Road to continue to deliver the service, this property does not serve all our needs for service delivery. Any help to find a more suitable location in the local community would be well appreciated.

**6. Please provide a copy of your latest income/expenditure statement.**

Attached.

Many thanks

**Chris Overend**  
Community, Policy and Grants Manager

British Red Cross  
Income and Expenditure  
Period January to June 2015  
Fund - G  
Areas - A32  
Cost Centre - 40206  
Project - P1315 Loughton  
Corp. Priority -

Contract -  
Emergency -  
Service - Mobility Aids

Total users = 183

	This Month June			Year to Date			Year to Date			Full Year			Full Year	
	Actual	Budget	Var	Actual	Budget	Var	Last Year	Forecast	Budget	Var	Last Year	Forecast	Budget	Var
<b>INCOME</b>														
1030 Tax Claimed Gift Aid (Cash)	324	0	324	619	0	619	0	0	0	0	0	0	0	0
1304 Don - Mobility Aids	730	0	730	4,825	0	4,825	5,203	0	0	0	0	0	0	0
1225 Donations and Voluntary Income	1,053	0	1,053	5,444	0	5,444	5,203	0	0	0	0	0	0	0
1382 Sales Mobility Aids (Disabled)	0	0	0	0	0	0	464	0	0	0	0	0	0	0
1382 Sales Mobility Aids (non disabled)	28	0	28	533	0	533	1,010	0	0	0	0	0	0	0
1383 Sales Mobility Aids - (donated & non-business)	10	0	10	395	0	395	0	0	0	0	0	0	0	0
1425 Fees and Sales	38	0	38	928	0	928	1,474	0	0	0	0	0	0	0
1425 Grants Local Auth	0	0	0	3,982	0	3,982	2,000	3,982	0	3,982	2,000	3,982	0	3,982
1425 Grants	0	0	0	3,982	0	3,982	2,000	3,982	0	3,982	2,000	3,982	0	3,982
1430 Room/Hall Hire	0	0	0	0	0	0	98	0	0	0	0	0	0	0
1430 Rents	0	0	0	0	0	0	98	0	0	0	0	0	0	0
<b>TOTAL OPERATING INCOME</b>	<b>1,091</b>	<b>0</b>	<b>1,091</b>	<b>10,354</b>	<b>0</b>	<b>10,354</b>	<b>8,774</b>			<b>3,982</b>				<b>16,346</b>
<b>EXPENDITURE</b>														
2082 Volunteer Travel - Mileage	46	0	(46)	92	0	(92)	0	0	0	0	0	0	0	0
Staff and Volunteer Travel	46	0	(46)	92	0	(92)	0	0	0	0	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>46</b>	<b>0</b>	<b>(46)</b>	<b>92</b>	<b>0</b>	<b>(92)</b>	<b>0</b>			<b>0</b>				<b>0</b>
<b>NET OPERATING SURPLUS/(DEFICIT)</b>	<b>1,044</b>	<b>0</b>	<b>1,044</b>	<b>6,279</b>	<b>0</b>	<b>6,279</b>	<b>6,774</b>			<b>3,982</b>				<b>16,346</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>1,044</b>	<b>0</b>	<b>1,044</b>	<b>6,279</b>	<b>0</b>	<b>6,279</b>	<b>6,774</b>			<b>3,982</b>				<b>14,346</b>
<b>NET INVESTMENT GAINS/(LOSSES)</b>														
<b>BELOW THE LINE</b>														
<b>NET</b>	<b>1,044</b>	<b>0</b>	<b>1,044</b>	<b>6,279</b>	<b>0</b>	<b>6,279</b>	<b>6,774</b>			<b>3,982</b>				<b>14,346</b>



British Red Cross  
Income and Expenditure  
Period January to December 2014  
Fund - G  
Areas - A32  
Cost Centre - 40206  
Project - P1315 Loughton  
Corp. Priority -

Contract -  
Emergency -  
Service - Mobility Aids

Total users = 282

**INCOME**  
1030 Tax Claimed Gift Aid (Cash)  
1304 Don - Mobility Aids  
1229 Donations and Voluntary Income  
1304 Sales Mobility Aids (Disabled)  
1304 Fee - Mobility Aids  
1302 Sales Mobility Aids (non disabled)  
1125 Fees and Sales  
1180 Grants Local Auth  
Room/Hall Hire  
Rents  
TOTAL OPERATING INCOME

	Actual	Budget	Var
1030 Tax Claimed Gift Aid (Cash)	611	711	(100)
1304 Don - Mobility Aids	185	763	(578)
1229 Donations and Voluntary Income	796	1,474	(677)
1304 Sales Mobility Aids (Disabled)	0	0	0
1304 Fee - Mobility Aids	0	0	0
1302 Sales Mobility Aids (non disabled)	129	0	129
1125 Fees and Sales	129	0	129
1180 Grants Local Auth	0	0	0
Room/Hall Hire	0	0	0
Rents	39	0	39
<b>TOTAL OPERATING INCOME</b>	<b>964</b>	<b>1,474</b>	<b>(509)</b>

	Actual	Budget	Var
1030 Tax Claimed Gift Aid (Cash)	1,552	2,036	(484)
1304 Don - Mobility Aids	10,071	8,302	1,769
1229 Donations and Voluntary Income	11,623	10,338	1,285
1304 Sales Mobility Aids (Disabled)	464	0	464
1304 Fee - Mobility Aids	0	0	0
1302 Sales Mobility Aids (non disabled)	1,928	0	1,928
1125 Fees and Sales	2,391	0	2,391
1180 Grants Local Auth	2,000	0	2,000
Room/Hall Hire	2,000	0	2,000
Rents	332	0	332
<b>TOTAL OPERATING INCOME</b>	<b>16,346</b>	<b>10,338</b>	<b>6,008</b>

	Last Year
1030 Tax Claimed Gift Aid (Cash)	1,565
1304 Don - Mobility Aids	12,301
1229 Donations and Voluntary Income	13,865
1304 Sales Mobility Aids (Disabled)	15
1304 Fee - Mobility Aids	17
1302 Sales Mobility Aids (non disabled)	488
1125 Fees and Sales	519
1180 Grants Local Auth	0
Room/Hall Hire	78
Rents	78
<b>TOTAL OPERATING INCOME</b>	<b>14,453</b>

	Forecast	Budget	Var
1030 Tax Claimed Gift Aid (Cash)	2,036	2,036	0
1304 Don - Mobility Aids	8,302	8,302	0
1229 Donations and Voluntary Income	10,338	10,338	0
1304 Sales Mobility Aids (Disabled)	0	0	0
1304 Fee - Mobility Aids	0	0	0
1302 Sales Mobility Aids (non disabled)	0	0	0
1125 Fees and Sales	0	0	0
1180 Grants Local Auth	0	0	0
Room/Hall Hire	0	0	0
Rents	0	0	0
<b>TOTAL OPERATING INCOME</b>	<b>10,338</b>	<b>10,338</b>	<b>0</b>

	Last Year
1030 Tax Claimed Gift Aid (Cash)	1,565
1304 Don - Mobility Aids	12,301
1229 Donations and Voluntary Income	13,865
1304 Sales Mobility Aids (Disabled)	15
1304 Fee - Mobility Aids	17
1302 Sales Mobility Aids (non disabled)	488
1125 Fees and Sales	519
1180 Grants Local Auth	0
Room/Hall Hire	78
Rents	78
<b>TOTAL OPERATING INCOME</b>	<b>14,453</b>

**EXPENDITURE**  
2200 Stationery/  
Stationery and Printing  
TOTAL OPERATING EXPENSE  
NET OPERATING SURPLUS/(DEFICIT)  
NET SURPLUS/(DEFICIT)  
NET INVESTMENT GAINS/(LOSSES)  
BELOW THE LINE  
NET


	Actual	Budget	Var
2200 Stationery/ Stationery and Printing	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET OPERATING SURPLUS/(DEFICIT)</b>	<b>964</b>	<b>1,474</b>	<b>(509)</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>964</b>	<b>1,474</b>	<b>(509)</b>
<b>NET INVESTMENT GAINS/(LOSSES)</b>			
<b>BELOW THE LINE</b>			
<b>NET</b>	<b>964</b>	<b>1,474</b>	<b>(509)</b>

	Actual	Budget	Var
2200 Stationery/ Stationery and Printing	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET OPERATING SURPLUS/(DEFICIT)</b>	<b>14,346</b>	<b>10,338</b>	<b>4,008</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>14,346</b>	<b>10,338</b>	<b>4,008</b>
<b>NET INVESTMENT GAINS/(LOSSES)</b>			
<b>BELOW THE LINE</b>			
<b>NET</b>	<b>14,346</b>	<b>10,338</b>	<b>4,008</b>

	Last Year
2200 Stationery/ Stationery and Printing	10
<b>TOTAL OPERATING EXPENSE</b>	<b>10</b>
<b>NET OPERATING SURPLUS/(DEFICIT)</b>	<b>14,453</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>14,453</b>
<b>NET INVESTMENT GAINS/(LOSSES)</b>	
<b>BELOW THE LINE</b>	
<b>NET</b>	<b>14,453</b>

	Forecast	Budget	Var
2200 Stationery/ Stationery and Printing	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET OPERATING SURPLUS/(DEFICIT)</b>	<b>10,338</b>	<b>10,338</b>	<b>0</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>10,338</b>	<b>10,338</b>	<b>0</b>
<b>NET INVESTMENT GAINS/(LOSSES)</b>			
<b>BELOW THE LINE</b>			
<b>NET</b>	<b>10,338</b>	<b>10,338</b>	<b>0</b>

	Last Year
2200 Stationery/ Stationery and Printing	10
<b>TOTAL OPERATING EXPENSE</b>	<b>10</b>
<b>NET OPERATING SURPLUS/(DEFICIT)</b>	<b>14,453</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>14,453</b>
<b>NET INVESTMENT GAINS/(LOSSES)</b>	
<b>BELOW THE LINE</b>	
<b>NET</b>	<b>14,453</b>

R Healthcare Botterills Building 9 South Avenue, Blantyre Ind. Est. Blantyre G72 0XB Price Queries Tel : 0845 146 0600 Invoice Address -					
British Red Cross Shared Service Centre Floor 3 1 Smithshill Street Paisley PA1 1EA			Despatched Address - British Red Cross UNIT 10/11 MARSHGATE CENTRE HARLOW BUSINESS PARK HARLOW CM19 5QP		
Invoice No.	PSI/12/047075	Date	25/03/2015	Customer Ref.	8000157672
Order No.	SO/13/0024530	Date	25/03/2015		
Account Code	Inv to A/C	Rep Name	Rep Code	All Sale transactions are subject to our General Conditions of Sale printed Overleaf	
206129	206129	South East	1001		
Customer PO	Terms	**PLEASE CHECK ALL DETAILS ARE CORRECT**			
8000157672	30 days / date of invoice	Enqs. Wheelchair & Orthotics: 0845 146 0600			
Product Code	Description	Quantity	Unit Price	Disc Rate	Net Value
MA07RLC005N/B	01.:17X17:22.PP:BLK/NN:LAPBELT Lap Belt Fitted PPT Tyres Fitted **CHAIR TO BE DISPATCHED BAGGED**	30	133.00		3,990.00
<p><b>RECEIVED</b></p> <p>27 MAR 2015</p> <p>SHARED SERVICE CENTRE</p> <p>GRN 5000160694</p> <p>S21064am</p>					
Please ensure payment of this invoice is made to RHealthcare not Rentply Ltd. Payment terms strictly 30 days from invoice. Please pay by electronic transfer to RHealthcare, Barclays Bank PLC Account Number: 28111105 Sort Code: 20-32-00 Terms and conditions at <a href="http://www.rhealthcare.co.uk">www.rhealthcare.co.uk</a>					
V.A.T. AMOUNTS ARE ABATED BY THE ABOVE SETTLEMENT TERMS AND ARE STRICTLY NET	V.A.T. %	GOODS VALUE	V.A.T.	GOODS TOTAL	3,990.00
	0.00	3,990.00	0.00	V.A.T.	0.00
				AMOUNT DUE	3,990.00
V.A.T. REGISTRATION NUMBER	GU 970 288 741				

15 Hogarth Reach  
Loughton  
Essex  
IG10 3HP

25 April 2015

Mr Michael Lascelles  
Senior Service Manager  
British Red Cross  
Unit10/11 Marshgate Centre  
Parkway  
Harlow Business Park  
Harlow  
CM19 5QP

Dear Mr Lascelles,

I am writing on behalf of my wife and myself to record our appreciation of the help we have received recently from your Loughton Branch.

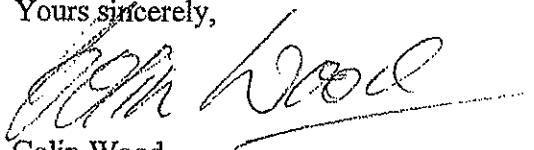
My wife had a Total Hip Replacement and was discharged from Hospital with minimal equipment to aid her recovery and also a sad lack of advice.

I contacted your Loughton Branch and all members of staff with whom we dealt were courteous, considerate and ever ready to help. They suggested, and loaned us, items of equipment which made her day to day life easier to cope with and also gave sensible and practical advice about other issues.

Their assistance was invaluable and has made a considerable contribution to her ongoing recovery. We are grateful to them for helping us through a difficult time and also to the British Red Cross for having such a facility.

I trust you will make them aware of our remarks and close with our thanks to you all.

Yours sincerely,

  
Colin Wood



## REVIEW BY TASK AND FINISH PANEL

### QUESTIONNAIRE ON SERVICE PROVISION BY SLA FUNDED GROUPS

**1. Name of Group:** Carers Trust EHHR

**2. What does your group do?**

Carers Trust EHHR provides community based respite to Carers.

We have a team of trained Care Support Workers who are able to take over the caring role of carers for short periods of time. This allows the carer to have a break from their caring role, which allows the carer to continue to be able to care for their loved one at home for longer.

Carers Trust EHHR offers carers a flexible service to suit carers and the cared for person's needs. An individual care plan and risk assessment are completed with the carer and cared for person at the initial assessment. This allows the carer and cared for person to shape the service received to suit their needs.

**3. Please tell us about the positive impact you feel you make in the Epping Forest district**

Carers Trust EHHR are able to assist carers and their loved ones within the Epping Forest district by providing our community based respite.

Carers often feel isolated, with parts of Epping Forest district being more rural than others this can be more of an issue to carers. When we provide a service to carers we try to introduce two Care Support Workers who will regularly provide the service. This allows the carer to build a relationship with our Care Support Workers, which helps them to feel less isolated.

**4. Tell us how the grant aid funding has contributed to your activities/services?**

The grant we receive has allowed us to continue to provide our community based respite within the Epping Forest district.

The grant allows us to continue to reach carers and to assist them to remain caring for their loved ones within their home and to improve their emotional and physical health and well-being.

**5. What would your group like to do to extend its provision and what unmet needs are you aware of?**

Carers Trust EHHR would like to continue to provide community based respite within the Epping Forest district, but to increase the quantity enabling us to reach more carers. We also provide services within the Redbridge and Havering areas and have developed community based services for carers of those with a diagnosis of moderate to advanced Dementia.

The services have been very successful in the two other areas. The service we offer is provided within the family home which is quite unique, as predominately services for those with moderate to advanced Dementia is provided in a day centre. Unfortunately Dementia is increasing in all areas and we would like to develop the service within the Epping Forest district.

**6. Please provide a copy of your latest income/expenditure statement.**

**Many thanks**

**Chris Overend  
Community, Policy and Grants Manager**

**Redbridge, Epping and Harlow Crossroads-  
Caring for Carers  
(Company Limited By Guarantee)**

**Statement of Financial Activities  
for the Year Ended 31 March 2014**

	<u>Notes</u>	<u>Unrestricted funds £</u>	<u>Restricted funds £</u>	<u>31.3.14 Total funds £</u>	<u>31.3.13 Total funds £</u>
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds</b>					
Incoming Resources from Charitable Sources	2	1,003,847	276,971	1,280,818	1,318,214
Investment income	3	817	-	817	1,265
<b>Total incoming resources</b>		<b>1,004,664</b>	<b>276,971</b>	<b>1,281,635</b>	<b>1,319,479</b>
<b>RESOURCES EXPENDED</b>					
<b>Costs of generating funds</b>					
Costs of generating voluntary income	4	-	2,000	2,000	4,993
<b>Charitable activities</b>					
Direct Costs of activities in furtherance of the					
Charity's objects	5	810,717	263,761	1,074,478	1,066,098
Management and Administration of the Charity	6	171,617	52,733	224,350	217,103
Governance costs	7	29,619	650	30,269	15,076
<b>Total resources expended</b>		<b>1,011,953</b>	<b>319,144</b>	<b>1,331,097</b>	<b>1,303,270</b>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>					
		(7,289)	(42,173)	(49,462)	16,209
<b>Total funds brought forward</b>		<b>211,564</b>	<b>190,215</b>	<b>401,779</b>	<b>385,570</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>204,275</b>	<b>148,042</b>	<b>352,317</b>	<b>401,779</b>

**CONTINUING OPERATIONS**

All incoming resources and resources expended arise from continuing activities.

The notes form part of these financial statements

Redbridge, Epping and Harlow Crossroads-  
Caring for Carers  
(Company Limited By Guarantee)

**Balance Sheet**  
**At 31 March 2014**

	Notes	<u>Unrestricted</u> <u>funds</u> <u>£</u>	<u>Restricted</u> <u>funds</u> <u>£</u>	<u>31.3.14</u> <u>Total</u> <u>funds</u> <u>£</u>	<u>31.3.13</u> <u>Total</u> <u>funds</u> <u>£</u>
<b>FIXED ASSETS</b>					
Tangible assets	11	9,072	-	9,072	5,422
<b>CURRENT ASSETS</b>					
Debtors: amounts falling due within one year	12	89,154	4,509	93,663	110,157
Cash at bank and in hand		<u>224,384</u>	<u>182,539</u>	<u>406,923</u>	<u>432,511</u>
		313,538	187,048	500,586	542,668
<b>CREDITORS</b>					
Amounts falling due within one year	13	(118,335)	(39,006)	(157,341)	(146,311)
<b>NET CURRENT ASSETS</b>					
		<u>195,203</u>	<u>148,042</u>	<u>343,245</u>	<u>396,357</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>204,275</u>	<u>148,042</u>	<u>352,317</u>	<u>401,779</u>
<b>NET ASSETS</b>					
		<u>204,275</u>	<u>148,042</u>	<u>352,317</u>	<u>401,779</u>
<b>FUNDS</b>					
Unrestricted funds	14			204,275	211,564
Restricted funds				<u>148,042</u>	<u>190,215</u>
<b>TOTAL FUNDS</b>					
				<u>352,317</u>	<u>401,779</u>

The financial statements were approved by the Board of Trustees on 24 September 2014 and were signed on its behalf by:

  
A J Palmer - Trustee

The notes form part of these financial statements



## REVIEW BY TASK AND FINISH PANEL

### QUESTIONNAIRE ON SERVICE PROVISION BY SLA FUNDED GROUPS

**1. Name of Group...**Lambourne End Centre for Outdoor Learning.....

**2. What does your group do?....**

Lambourne End Centre is a fantastic 54 acre classroom. In this alternative educational environment, our unique blend of adventure, team building, hands-on farm activities, environmental learning, residential visits and vocational courses help young people to build confidence, raise self-esteem, generate a sense of achievement, develop team work and improve communication skills. We inspire vulnerable young people to fulfil their potential and explore the way they view themselves and the world around them.

Our site includes a swimming pool, climbing wall, caving system, farm education centre and classrooms for vocational courses.

**3. Please tell us about the positive impact you feel you make in the Epping Forest district**

We work with over 12,000 young people from across Essex and East London each year, many struggling in mainstream environments due to disability, special needs or poor educational achievement. We move them away from destructive behaviour and reengage them with positive activities to raise their aspirations, inspire them to fulfil their potential and ultimately improve their life satisfaction.

We work particularly closely with the six secondary schools in Epping Forest (West Hatch, Roding, Davenant, St Johns, Debden and King Harold) delivering an 'Aspirations' project with young people at risk of dropping out of school. Aspirations is a programme using the full range of our activities, giving young people opportunities to realise their potential and achieve.

We have delivered a Golf Roots Programme with 5 students from St John's School, Epping, who achieved a Level 1 Land based Qualification as part of a 10 week, one day a week, course to improve health and wellbeing, team work and practical skills.

We also offer placements on our Food for Thought programme to residents in West Essex. Food for Thought is designed for young people with special educational needs, poor mental health including anxiety, or low confidence and those needing assistance with transition into adulthood. The supportive environment on the gardens, planting and nurturing fruit and vegetables, helps people develop practical and life skills whilst gaining confidence, increasing self-esteem and feeling valued.

In November, Lambourne End Centre was the winner of the Epping Forest Contributor Towards Raising Employment Opportunities of the Year award, presented by the Youth Employment Strategy partnership (YES). Candidates were nominated by local organisations, employers and young people themselves. We were recognised for taking on more than 80 people a year in various roles giving them great future job prospects and for providing excellent skills learning for people of all ages and abilities.

**4. Tell us how the grant aid funding has contributed to your activities/services?**

Epping Forest District Council's Grant Aid funding has assisted us to purchase new equipment and set up new projects. Recently, grant aid has helped us to kit out our new

cabin with kitchen equipment, and buy our own wool spinning wheel with accompanying tools. In the past, Grant Aid has helped us purchase new adventurous activity equipment and contributed towards the conversion of our pony barn into classrooms and a workshop for the Food for Thought project.

Since setting up the Food for Thought project, we have been able to secure further funding from the West Essex Clinical Commissioning Group's Independence, Choice and Control Fund which offers free supported volunteering placements to residents in West Essex based on our gardens, to build their confidence, meet new people, gain transferrable skills and feel valued.

The service level agreement we have with Epping Forest District Council is fantastic not only because it is unrestricted, but because it is a 3 year agreement it has assisted us with planning and budgeting.

We would like to take this opportunity to say a big thank you for the support of Epping Forest District Council over the years through funding, attending our events, telling people about us and lots of other support. Through your grant aid and service level agreement, you have been a major contributor to the development and expansion of the services at our centre, helping young people to build their self-esteem and life skills through outdoor learning.

**5. What would your group like to do to extend its provision and what unmet needs are you aware of?**

We are continuously fundraising for ongoing projects such as salaries, equipment and refurbishment work. We also seek funding for new initiatives such as a new adventurous activity, a new building or to start up a new project.

Funders often prefer to fund capital projects which can be seen/itemised or new initiatives. This presents a stumbling block as the Centre also requires core funding so that we can carry out our daily activities.

Our current unmet needs are:

- Funding for a new staff post to pull together our work with children with disabilities including keeping up to date with our OFSTED registration and coordinating activity days. This will include salary costs and costs associated with using office space and equipment.
- Funding for the materials and tools (potentially to hire) required to re-paint or replace the surfaces of our climbing walls, including tightening of the 'holds'.
- Funding to replace or purchase new equipment such as tents, pond dipping nets, farm tools and a defibrillator.
- Core costs. We receive some small unrestricted grants on a fairly regular basis including the SLA we have with Epping Forest District Council, but we seek continuous core funding to help secure our finances and plan ahead.

**6. Please provide a copy of your latest income/expenditure statement.**

Our draft annual accounts for the year end March 2015 are attached, as well as our final accounts for year end March 2014.

**Many thanks, Chris Overend, Community, Policy and Grants Manager**

LAMBOURNE END LIMITED

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 MARCH 2014

	Notes	Unrestricted funds £	Restricted Funds £	Total 2014 £	Total 2013 £
<b>Incoming resources</b>					
<i>Incoming resources from generated funds:</i>					
Donations		4,372	0	4,372	13,039
<i>Incoming resources from charitable activities:</i>					
Personal Development		294,626	15,554	310,180	235,015
Lambourne End Centre Facilities		131,695	7,897	139,592	123,603
Farm and the Environment		91,588	3,985	95,573	62,872
Hands On Programme		90,182	3,399	93,581	72,697
Food For Thought		39,182	79,475	118,657	117,147
<b>Total incoming resources</b>		<u>651,645</u>	<u>110,310</u>	<u>761,955</u>	<u>624,373</u>
<b>Resources expended</b>					
<i>Cost of generated funds:</i>					
Donations		30,230	0	30,230	28,931
<i>Charitable activities</i>					
Personal Development		277,449	2,863	280,312	246,062
Lambourne End Centre Facilities		130,051	4,891	134,943	84,685
Farm and the environment		79,758	1,388	81,146	71,593
Hands On Programme		60,494	232	60,726	54,031
Food For Thought		43,830	66,453	110,283	92,355
<i>Governance</i>		<u>6,747</u>	<u>0</u>	<u>6,747</u>	<u>7,038</u>
<b>Total resources expended</b>	5	<u>628,560</u>	<u>75,827</u>	<u>704,387</u>	<u>584,695</u>
<b>Net incoming resources before transfers</b>	2	23,085	34,483	57,568	39,678
Transfers between funds		35,895	(35,895)	0	0
<b>Net incoming resources after transfers</b>		<u>58,980</u>	<u>(1,412)</u>	<u>57,568</u>	<u>39,678</u>
Fund balances brought forward		441,551	22,714	464,265	424,587
<b>Fund balances carried forward</b>		<u>500,531</u>	<u>21,302</u>	<u>521,833</u>	<u>464,265</u>

All amounts relate to continuing operations. There were no other recognised gains or losses in the period.

The notes on pages 11 to 16 form part of these accounts.

LAMBOURNE END LIMITED

BALANCE SHEET

AT 31 MARCH 2014

	Notes	2014 £	2013 £
<b>FIXED ASSETS</b>			
Tangible assets	6	316,900	362,899
<b>CURRENT ASSETS</b>			
Stock		19,243	19,616
Debtors	7	60,863	26,459
Cash at bank and in hand		276,361	177,888
		<u>356,468</u>	<u>223,963</u>
<b>CURRENT LIABILITIES</b>			
Creditors: amounts falling due within one year	8	(151,535)	(122,597)
<b>NET CURRENT ASSETS</b>		<u>204,933</u>	<u>101,366</u>
<b>NET ASSETS</b>	10	<u><u>521,833</u></u>	<u><u>464,265</u></u>
<b>FUNDS AND RESERVES</b>			
Unrestricted funds:			
General funds		204,932	92,777
Designated funds	6	316,900	348,774
<b>RESTRICTED FUNDS</b>		<u>0</u>	<u>22,714</u>
<b>TOTAL FUNDS</b>	9	<u><u>521,833</u></u>	<u><u>464,265</u></u>

The financial statements were approved and authorised for issue by the trustees on and signed on their behalf by:

.....  
[Name]

.....  
[Name]

The notes on pages 11 to 16 form part of these accounts.

**REVIEW BY TASK AND FINISH PANEL****QUESTIONNAIRE ON SERVICE PROVISION BY SLA FUNDED GROUPS**

**1. Name of Group...**Loughton Voluntary Care Association.....

**2. What does your group do?** We support, usually, older, frail IG10 residents, mostly by providing transport to hospital and other medical appointments and offering an arm where necessary. In 2014 this amounted to 545 medical drives and 18 drives for other reasons. LVC also provides a befriending service in clients' homes (13 in 2014) and a weekly escorted shopping service using an easy-access minibus for up to 12 clients (370 individual trips in 2014). Being small and flexible we can usually respond to requests from other residents who need the help of a "good neighbour". In 2015 144 clients used us.

Although not a faith group, we partner with local churches providing linked services, including a monthly fish and chip lunch (which regularly attracts 30 people) and tea parties.

In Autumn 2014, as part of an online course (Novo-Ed: Design Kit: The Course for Human-Centred Design) LVC consulted over 120 older residents in Loughton about improvements they would like to see in their lives, with a view to combatting loneliness. What they want is like-minded companionship, to get out more and to play a role in helping others. So in February, in partnership with Barclays Bank, LVC launched our Silver Surfer Club (iPad familiarisation session for older people: 42 attendees so far in 2015). We have also "nudged" local taxi firms to offer a Silver Service (offering the same "elder-friendly" service that LVC does, at no extra cost) to embolden older people to go out and do what they want.

**3. Please tell us about the positive impact you feel you make in the Epping Forest district**

See the figures above.

Firstly: local health services: our drives to PA, Harlow, Whipps Cross and St. Margaret's hospitals reduce the pressure on hospital transport, giving them more capability to provide a discharge service and thus increase bed space. As regards SEPT, our drives to clinics and GP, optician and dentist surgeries reduce wastage through missed appointments. We hear time and time again that clients could not get to such appointments were it not for us.

Secondly: well-being in older people: see above. Also through our initiatives to beat loneliness – befriending, escorted shopping, Silver Surfer Club, fish and chip lunch and other social activities – we are promoting better physical and mental health in older people.

Thirdly (but not least): community cohesion: we work in partnership or liaise closely with local groups delivering similar services – churches, Restore Centre, community nurses, Rotary, Alzheimer's Society. Together we are stronger, providing a raft of support for older people in Loughton so that their voice may be heard.

Living a good old age is one of the crucial issues of our time. LVC believes that by listening to that voice and by responding quickly in a dynamic and innovative way, we can both promote and practically assist a better old age.

Most of our work is with returning clients and we regularly get positive feedback from them.

**4. Tell us how the grant aid funding has contributed to your activities/services?**

Nobody within LVC is paid; mileage expenses incurred by our volunteers are reimbursed and are roughly covered by any voluntary donations our clients make towards their transport. LVC has been awarded funding by other bodies for this year's new developments of the Silver Surf Club (six iPads and their insurance; Barclays offer premises and refreshments free) and our website design and maintenance for two years. We are a lean machine.

The EFDC grant aid funding pays for our considerable phone bill and peppercorn office rent, stationery, postage and other office expenses and insurance and DBS (ex-CRB) checks for volunteers. These could be described as fixed running costs which enable LVC to operate.

**5. What would your group like to do to extend its provision and what unmet needs are you aware of?**

We are always looking for ways to improve our service; in particular in our projects to tackle loneliness. Our plan for the second half of this year is to pilot at least one six week course to help attendees on the Silver Surfer Club familiarisation course become functional iPad users, concentrating on using IT to make contact with friends and family, to find information which will save money or make financial tasks simpler and to see what social activities there are locally. So far we have two venues, neither of which will charge to host the Club. LVC intends this to be the model; we will not incur revenue costs.

We have also prototyped a Silverline style telephone buddy system which would be a useful adjunct to our befriending service; this would involve older people, some of them clients, as buddies so there are a lot of issues, including safeguarding issues, which need attention.

**6. Please provide a copy of your latest income/expenditure statement.**

Sent by post

**Many thanks**

**Chris Overend**  
**Community, Policy and Grants Manager**

TREASURER'S REPORT

FINANCIAL REPORT FOR 4 MONTHS TO 30.6.2018

CLIENT DONATIONS	£1841	(1582)	
MEM: TRAVEL COSTS	<u>2052</u>	(1630)	-311 (-48)

SHOPPING DONATIONS	816	(687)	
MEM: SHOPPING COSTS	<u>864</u>	(720)	-144 (-93)
			<u>-259 (-141)</u>

MEM: TELEPHONE	263	(215)	
INSURANCE	656	(415)	
AGENCIES	250	(250)	
DAS CHECKS	48	(11)	
WEBSITE	445	(-)	
STATIONERY & POST	22	(246)	
MISCELLANEOUS	<u>175</u>	(135)	-1819 (-1272)
			<u>-2079 (-1413)</u>

DONATIONS:

ANGELIAN COMM.	1914	* (-)
MATHIAS	280	(-)
ROBERTSON T.C.	495	* (-)

BANK INTEREST	<u>2</u>	(2)	2691
---------------	----------	-----	------

SURPLUS		613	(-1411)
BALANCE BROUGHT FORWARD		<u>10928</u>	(10376)
		<u>11441</u>	(9305)

CASH & EQUIPMENT ACCOUNT	2876	(645)
DEPOSIT ACCOUNT	<u>8565</u>	(8660)
	<u>11441</u>	(9305)

\* £1045 to buy for website.  
\* £1914 for 6 lamps

FRD RIMHARROW

15.6.2018

The figures in brackets are for the same period in the previous year





**REVIEW BY TASK AND FINISH PANEL**

**QUESTIONNAIRE ON SERVICE PROVISION BY SLA FUNDED GROUPS**

**1. Name of Group.....**North Weald Airfield Museum Association.

**2. What does your group do?.....**

We are a group of volunteers who run a Registered Charity to run and open to the public a long established Nationally Registered aeronautical museum in the village of North Weald.

**3. Please tell us about the positive impact you feel you make in the Epping Forest district**

We maintain details of many who have served at North Weald and surrounding West Essex airfields and supply these without charge to the significant sector of the public undertaking family history research.

We provide an high profile information and contact point in the village for the airfield and the events taking place there.

Although charges are made for membership and normal entry to the museum we open without charge in support of special events including the annual Service of Remembrance in November and hold an Open Day where local people can use the facilities and take interest in their heritage.

**4. Tell us how the grant aid funding has contributed to your activities/services?**

With the assistance of Grant Aid Funding the museum maintains historical displays across the 99 years of history spanned by the airfield and its people, maintained and enhanced the structure of the historic museum building and undertaken improvements.

**5. What would your group like to do to extend its provision and what unmet needs are you aware of?**

The museum will be joining with other residents in the village and on the airfield [including EFDC] in marking the Centenary of the airfield in the coming year and will be seeking additional funding streams to enable this event to be duly marked.

Subject to the grant of a lease longer than that currently in place we need to extend planning to cater for the agreed term.

**6. Please provide a copy of your latest income/expenditure statement.**

Many thanks

Chris Overend  
Community, Policy and Grants Manager

Year to 30 June 2014

	30 June 2014 £	30 June 2013 £	30 June 2012 £	30 June 2011 £	30 June 2010 £
<b>INCOME</b>					
Memberships	1,284	1,381	1,285	1,490	2,136
Admissions	984	1,222	929	1,039	531
Donations	1,988	1,424	897	812	707
Grants	4,530	-	2,265	2,265	3,765
Souvenirs	1,638	1,397	1,434	1,899	1,772
Bank interest	1	2	2	2	2
Events (net)	-	-	-	67	428
Miscellaneous	-	52	356	78	301
<b>Total receipts</b>	<b>10,425</b>	<b>5,478</b>	<b>7,168</b>	<b>7,652</b>	<b>9,642</b>
<b>EXPENDITURE</b>					
Advertising	150	287	295	472	295
Electricity	1,865	1,407	1,577	694	3265
Rates	752	740	770	666	810
Insurance	779	492	(630)	2,013	2129
Postage	253	179	532	232	248
Stationery & printing	124	343	336	251	265
Telephone	208	251	268	206	224
Sale goods	1,857	1,314	946	941	1446
Computer expenses	42	-	241	255	93
Building development & maintenance	1,402	1,272	1,830	1,890	2326
Displays	162	40	30	160	978
Acquisitions	-	-	-	124	-
Catering	245	686	-	-	-
Miscellaneous	318	859	495	462	432
<b>Total expenditure</b>	<b>8,157</b>	<b>7,870</b>	<b>6,690</b>	<b>8,366</b>	<b>12,511</b>
<b>Surplus/(deficit) of expenditure over income</b>	<b>2,268</b>	<b>(2,392)</b>	<b>478</b>	<b>(714)</b>	<b>(2,869)</b>
<b>BALANCE SHEET</b>					
Balance at 1 July b/f	8,620	6,512	6,034	6,748	9,617
Surplus/(Defecit) for year	2,268	(2,392)	478	(714)	(2,869)
	10,888	4,120	6,512	6,034	6,748
Building reserve	5,000	4,500	4,000	3,500	3,000
<b>Balance at 30 June c/f</b>	<b>15,888</b>	<b>8,620</b>	<b>10,512</b>	<b>9,534</b>	<b>9,748</b>
<b>Represented by:</b>					
Cash and bank balances	15,888	8,620	10,512	9,534	9,748

**REVIEW BY TASK AND FINISH PANEL**

**QUESTIONNAIRE ON SERVICE PROVISION BY SLA FUNDED GROUPS**

**1. Name of Group.     Ongar and Villages Voluntary Care (OVVC)**

**2. What does your group do?.....**

**Our organisation is, principally, involved in transporting mainly elderly people (clients) living in Ongar and surrounding villages served by the Ongar doctors, to medical appointments where no other means are available. This covers visits for tests or treatment to doctors, hospitals, dentists, etc., or a visit to a sick friend or relative or someone in long term care.**

**A diagram of the system we operate is attached.**

**All the activities are carried out by volunteers.**

.....

**3. Please tell us about the positive impact you feel you make in the Epping Forest district. ....**

**When people receive a medical appointment one of their main concerns will be how to get there and how to find their way around once there, particularly at a large hospital. In our service we not only take the client there and back but our driver stays with them and ensures that they get to the right place for their appointment on time. They also bring reassurance and confidence to the client.**

**Knowing that they can call our helpline and receive the service we offer greatly relieves anxiety and brings peace of mind, at a difficult time, to many elderly people in the area.**

.....

**4. Tell us how the grant aid funding has contributed to your activities/services?.....**

**Because of the nature of our activities viz. many short journeys, the grant funding is not allocated to one particular project.**

**It's importance to us is that it gives a very valuable 25% reduction in the scale of donations from individual clients and other sources that would otherwise be needed to cover costs.**

.....

**5. What would your group like to do to extend its provision and what unmet needs are you aware of? .....**

**Our principal concern is the difficulty in recruiting suitable volunteers, be they drivers, telephone helpers or coordinators. This is a greater concern than financial aspects.**

Demand for our service is variable and in busy weeks, which are becoming more frequent, it is increasingly difficult for the coordinators to contact and find a driver for some journeys.

Drivers have many other activities and recruitment is not keeping pace with retirements.

Today, potential volunteers also pursue many other activities and they may not be inclined to make the commitment.

We have publicised our need for volunteers by advertising in Ongar News, poster displays in shops and public buildings, distribution of driver recruitment cards and preparation of a new leaflet describing our service with greater emphasis on our need for volunteers. These have been funded by additional specific grants from EFDC.

Unfortunately these methods have also brought new clients showing that there is a latent demand for our service that could be made more widely known if enough volunteers were available.

.....

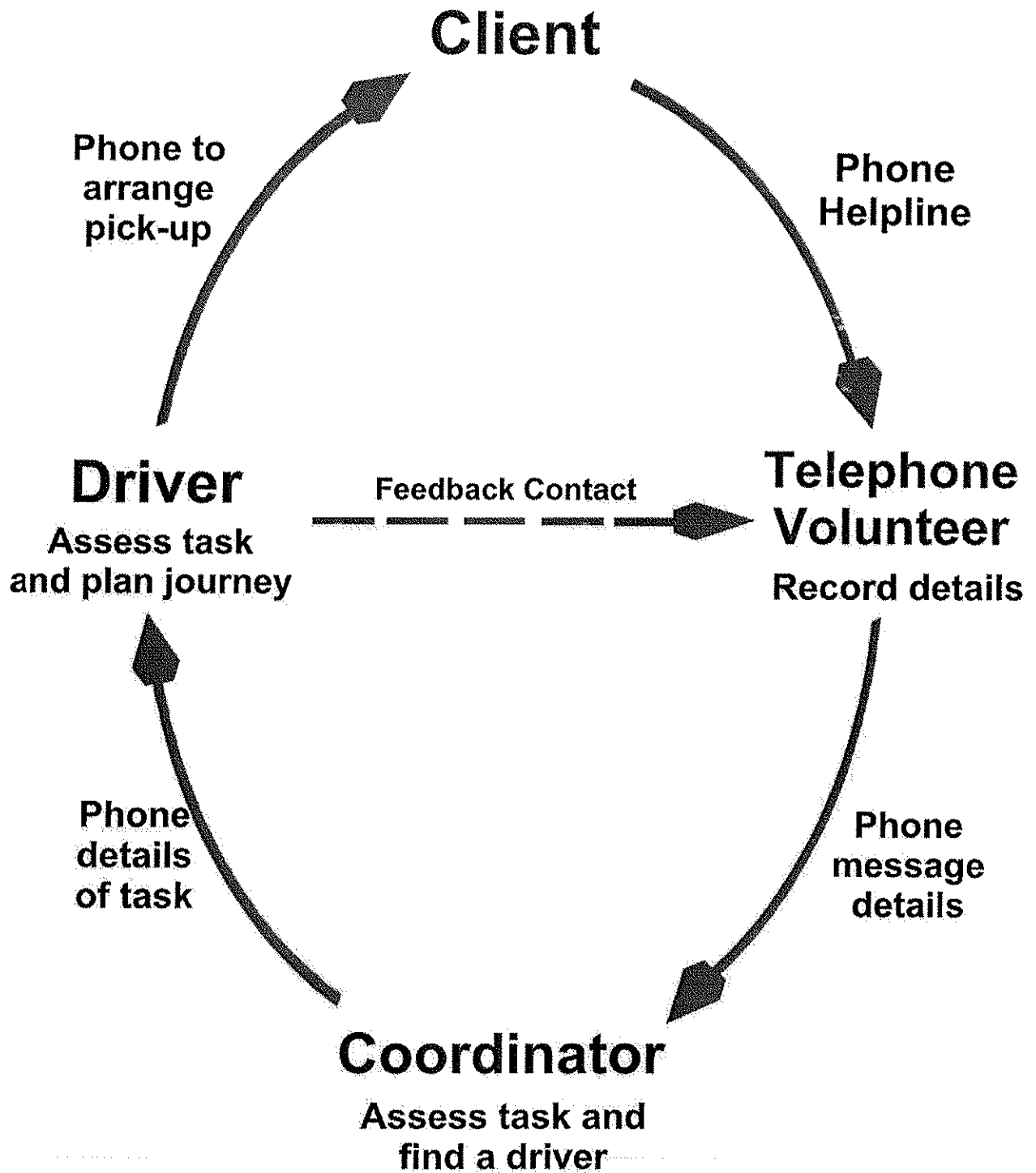
6. Please provide a copy of your latest income/expenditure statement.....

A copy of the Accounts for the year ending 28th Feb 2015 is attached together with Statistics showing the extent of our activities.

A Ashton  
Honorary Secretary  
5th August 2015

# Ongar and Villages Voluntary Care

## How It Works



**Helpline 01277 365363**



## ONGAR AND VILLAGES VOLUNTARY CARE

## RECEIPTS AND PAYMENTS 01.03.2015 TO 06.07.2015

Actual 2014/15		Estimates 2015/16	Actual At 06.07.2015
£	Receipts	£	£
100	Donations - Organisations	100	1,991
4,854	Individuals	4,900	1,202
1,772	Grant - E.F.D.C.	1,770	225
7	Interest	10	2
210	Members Lunch	220	255
<b>6,943</b>	<b>Total Receipts</b>	<b>7,000</b>	<b>3,675</b>
	<b>Payments</b>		
3,728	Fuel allowance - Volunteer Drivers	4,000	968
596	Telephones	600	257
183	Printing etc.	300	20
177	Postage	180	53
104	Stationery	100	84
792	Insurance	800	571
-	Flowers, Tokens etc.	70	-
37	Affiliations - V.A.E.F. etc.	40	27
266	Training Courses and AGM	300	-
-	Equipment	200	-
136	Hall Hire	300	127
210	Members Lunch	220	279
23	DBS Checks	100	26
-	Publicity	230	225
<b>6,252</b>	<b>Total Payments</b>	<b>7,440</b>	<b>2,637</b>
<b>691</b>	<b>Surplus (Deficit) for period</b>	<b>(440)</b>	<b>1,038</b>

## NOTES:

1. We have received a Grant of £225 for our advert in Ongar News from EFDC.
2. We have received a Donation of £1,791.25 from the Ongar & District Bereavement & Support Group following their closure.
3. We have yet to receive our Grant of £1,772 from EFDC.

6 July 2015

Roger Roles, Hon.Treasurer





## REVIEW BY TASK AND FINISH PANEL

### QUESTIONNAIRE ON SERVICE PROVISION BY SLA FUNDED GROUPS

1. **Name of Group**...Rural Community Council of Essex (RCCE)

2. **What does your group do?**

RCCE is an independent charity that works to help rural communities achieve a thriving and sustainable future. We address issues such as social isolation, poor access to services and a shortage of affordable housing that are crucial to the life chances of people living and working in rural Essex today.

Set up in 1929, RCCE is rooted in the villages and market towns of Essex. Over 400 local community organisations countywide – principally Parish and Town Councils and Village Hall trusts – are currently members of RCCE.

RCCE offers a range of projects and services for local communities (**see 3 below**). We also use our knowledge and experience to provide a voice for rural communities in Essex, representing their needs to all levels of Government and to strategic partnerships and public bodies. We manage the Essex Rural Partnership which co-ordinates the work of a range of organisations concerned with the county's rural areas, facilitates collaborative bids for funding and produces the Essex Rural Strategy.

3. **Please tell us about the positive impact you feel you make in the Epping Forest district**

RCCE's work helps to sustain communities and improve the life chances of people in need. Projects and services are available to local communities in Epping Forest include:

- Advice and support to Village Halls with all aspects of management, including advice on re-development and modernisation projects and bids for funding.
- Facilitation and support for Community-Led Plans – Neighbourhood Plans, Parish Plans and Village Design Statements.
- Facilitation and support for initiatives to provide affordable, rural housing, including carrying out parish-based surveys of housing need.
- Community Agents Essex – a countywide team of specialist advisers working in the community to promote independent living by providing confidential support to vulnerable older people and their carers. This service is run in partnership with Age UK Essex, British Red Cross and Essex Neighbourhood Watch.
- Community Oil Buying – we operate an easy to use bulk buying scheme that cuts fuel bills and helps address fuel poverty.

RCCE was recently re-accredited at the highest level of the ACRE Quality Standard for Rural Community Councils. This is recognised by Defra and endorsed by the Charity Commission. Epping Forest District Council was one of our partners that provided feedback for the review.

4. **Tell us how the grant aid funding has contributed to your activities/services?**

The grant from EFDC contributes to our core funding so along with other unrestricted funding it is important in helping to sustain our services and in giving us sufficient capacity to plan and bid for new opportunities.

**5. What would your group like to do to extend its provision and what unmet needs are you aware of?**

We would like to extend some of the services listed under 3 above. For example, the demand for support for Neighbourhood Plans has grown steadily across the county in the past year and the need for affordable housing continues to grow as average house prices far outstrip average incomes. Demand for our Village Halls service has also increased as many halls need to undertake improvement projects and to comply with regulatory and legislative requirements.

With greater resources, we could also do more to promote and raise awareness of the availability of our services in Epping Forest district.

**6. Please provide a copy of your latest income/expenditure statement.**

Copy of 2014/15 Financial Statements attached.

**Many thanks**

**Chris Overend  
Community, Policy and Grants Manager**

**THE RURAL COMMUNITY COUNCIL OF ESSEX**

A Charitable Company Limited By Guarantee

Registered Charity No. 1097009

**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (including Income & Expenditure Account)**

**YEAR ENDED 31 MARCH 2015**

	Notes	Unrestricted funds £	Restricted funds £ Note 8	Total 2015 £	Total 2014 £
<b>Incoming resources</b>					
<b>Incoming resources from generated funds</b>					
<b>Voluntary income</b>					
Subscriptions and affiliation fees	1	22,399	-	22,399	22,493
Sponsorship	1	-	12,275	12,275	10,110
<b>Investment income</b>					
Rents receivable	1	21,500	-	21,500	18,072
Pension scheme finance income	10	4,000	-	4,000	-
Other investment income		1,374	-	1,374	871
<b>Incoming resources from charitable activities</b>					
Grants and contracts for rural projects	2	372,973	832,913	1,205,886	695,887
Other incoming resources		32,498	740	33,238	15,533
<b>Total incoming resources</b>		<b>454,744</b>	<b>845,928</b>	<b>1,300,672</b>	<b>762,966</b>
<b>Resources expended</b>					
Costs of generating funds	3	4,124	13,410	17,534	12,043
Costs of charitable activities	3	318,201	800,397	1,118,598	658,884
Governance costs	3	47,366	-	47,366	70,161
<b>Total resources expended</b>		<b>369,691</b>	<b>813,807</b>	<b>1,183,498</b>	<b>741,088</b>
<b>Net incoming resources before other recognised gains and losses</b>		<b>85,053</b>	<b>32,121</b>	<b>117,174</b>	<b>21,878</b>
Revaluation of tangible fixed assets	4	(171,960)	-	(171,960)	-
Actuarial (losses)/gains on defined benefit pension scheme	10	(155,000)	-	(155,000)	63,000
<b>Net (outgoing)/incoming resources after revaluation of tangible fixed assets and actuarial (losses)/gains on defined benefit pension scheme</b>		<b>(241,907)</b>	<b>32,121</b>	<b>(209,786)</b>	<b>84,878</b>
<b>Total funds brought forward</b>		<b>562,011</b>	<b>80,471</b>	<b>642,482</b>	<b>557,604</b>
<b>Total funds carried forward</b>		<b>£320,104</b>	<b>£112,592</b>	<b>£432,696</b>	<b>£642,482</b>

The notes on pages 14 to 24 form part of these financial statements.

**THE RURAL COMMUNITY COUNCIL OF ESSEX**  
A Charitable Company Limited By Guarantee  
Registered Charity No. 1097009

**CONSOLIDATED BALANCE SHEET**  
**AS AT 31 MARCH 2015**

	Notes	2015 £	2014 £
<b>Fixed assets</b>			
Tangible assets	4	727,735	902,561
Investments	5	100,000	6,000
		<u>827,735</u>	<u>908,561</u>
<b>Current assets</b>			
Debtors	6	95,245	169,161
Cash at bank and in hand		266,790	166,813
		<u>362,035</u>	<u>335,974</u>
<b>Creditors: amounts falling due within one year</b>	7	(87,543)	(67,572)
<b>Net current assets</b>		<u>274,492</u>	<u>268,402</u>
<b>Total assets less current liabilities</b>		1,102,227	1,176,963
Creditors: amounts falling due after more than one year	7	(292,531)	(308,481)
<b>Net assets before pension scheme liability</b>		809,696	868,482
Defined benefit pension scheme liability	10	(377,000)	(226,000)
<b>Net assets</b>	11	<u>£432,696</u>	<u>£642,482</u>
<b>Restricted funds</b>	8	112,592	80,471
<b>Unrestricted funds</b>	9		
Designated funds		39,519	346,778
Free core charitable funds		280,585	215,233
<b>Total funds</b>		<u>£432,696</u>	<u>£642,482</u>

Approved by the Board on 3<sup>rd</sup> June 2015 and signed on its behalf by:

..... George Courtauld (Chairman)

The notes on pages 14 to 24 form part of these financial statements.

**THE RURAL COMMUNITY COUNCIL OF ESSEX**  
A Charitable Company Limited By Guarantee  
Registered Charity No. 1097009

**CHARITY BALANCE SHEET**  
**AS AT 31 MARCH 2015**

	Notes	2015 £	2014 £
<b>Fixed assets</b>			
Tangible assets	4	727,735	902,561
Investments	5	100,000	6,000
		<u>827,735</u>	<u>908,561</u>
<b>Current assets</b>			
Debtors	6	99,076	187,010
Cash at bank and in hand		262,745	148,461
		<u>361,821</u>	<u>335,471</u>
<b>Creditors: amounts falling due within one year</b>	7	(87,329)	(67,069)
<b>Net current assets</b>		<u>274,492</u>	<u>268,402</u>
<b>Total assets less current liabilities</b>		1,102,227	1,176,963
Creditors: amounts falling due after more than one year	7	(292,531)	(308,481)
<b>Net assets before pension scheme liability</b>		809,696	868,482
Defined benefit pension scheme liability	10	(377,000)	(226,000)
<b>Net assets</b>	11	<u>£432,696</u>	<u>£642,482</u>
<b>Restricted funds</b>	8	112,592	80,471
<b>Unrestricted funds</b>	9		
Designated funds		39,519	346,778
Free core charitable funds		280,585	215,233
<b>Total funds</b>		<u>£432,696</u>	<u>£642,482</u>

Approved by the Board on 3<sup>rd</sup> June 2015 and signed on its behalf by:

..... George Courtauld (Chairman)

The notes on pages 14 to 24 form part of these financial statements.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2015

1 ACCOUNTING POLICIES

i) *Bases of accounting and consolidation*

These Financial Statements have been prepared under the historical cost convention and in accordance with the Companies Act 2006 and the Statement of Recommended Practice, 'Accounting and Reporting by Charities', published in 2005, and applicable accounting standards. They consolidate the accounts of the Rural Community Council of Essex (RCCE) and RCCE Trading Community Interest Company (RCCE Trading CIC), a company limited by guarantee and controlled by RCCE by virtue of the fact that all RCCE Trading CIC's directors are either directors or honorary officers of RCCE.

ii) *Recognition of incoming resources and resources expended*

All income (including grants, contract income, rents, sponsorship, subscriptions and affiliation fees) is accounted for on a receivable basis, net of any applicable VAT. Resources expended are allocated to a particular activity where the cost relates directly to that activity. The cost of overall direction and administration, comprising the salary and overhead costs of the central function, is apportioned on the following basis which is an estimate of the amount attributable to each activity:

	Salaries	Overheads
Costs in furtherance of the charity's objects	75%	80%
Governance costs	25%	20%

iii) *Fund accounting*

Unrestricted funds comprise grants and donations, contract income and other incoming resources receivable or generated for the objects of the charity without further specified purpose. In RCCE's case this includes the charity's commissioning grants from Essex County Council and the Department for Environment Food and Rural Affairs (Defra), both of which are applied across all the charity's objects and are fully utilised over the course of the year. Unrestricted funds which are not utilised during the year are carried forward as general funds. Designated funds are unrestricted funds earmarked by the Board of Trustees for particular purposes. Restricted funds are grants or other donations which are required to be used for specific purposes laid down by the donor; expenditure which meets these criteria is charged to the restricted fund, together with a fair allocation of management and support costs.

iv) *Depreciation*

Depreciation is provided at the following annual rates in order to write off each 'high-value' asset (costing in excess of £1,000) over its estimated useful life:

Long leasehold buildings	-	1% on cost
Long leasehold land	-	Nil
Office equipment	-	15% on cost
ICT hardware & software	-	25% on cost
Fixtures & fittings	-	10% on cost

High-value office equipment, ICT hardware & software, and fixtures & fittings that are specifically financed by restricted project funds are fully written off in the year that the expenditure occurs.

**REVIEW BY TASK AND FINISH PANEL**

**QUESTIONNAIRE ON SERVICE PROVISION BY SLA FUNDED GROUPS**

**1. Name of Group.....Redbridge Samaritans**

**2. What does your group do?**

**We provide emotional support 24/7 for people who are having feelings of distress or despair, including those which may lead to suicide. All callers are treated non judgementally and completely confidentially.**

**3. Please tell us about the positive impact you feel you make in the Epping Forest district**

**.....  
We provide support by telephone, email, SMS or face to face. Our Branch, although based in Ilford, includes Epping Forest in its catchment area. We also have Outreach activities in the EFDC area, including attending local community events, eg Farmers Markets etc. We have also attended and addressed the Epping Youth Council**

**.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....**

**4. Tell us how the grant aid funding has contributed to your activities/services?**

**We are in the process of upgrading our premises to ensure they are fit for purpose particularly as far as fire safety is concerned. We have installed a new fire alarm system which includes emergency lighting.....**

**.....  
.....  
.....**

**Please continue overleaf**

**.....  
.....**

**5. What would your group like to do to extend its provision and what unmet needs are you aware of?**

.....  
**We wish to continue our work in ensuring that we have a building suitable to continue our work. The next stage, if funding allows, is to install fire safety doors. We also wish to upgrade our CCTV system and to replace our front door and surround with a design which would be much sturdier and with a more secure locking system and which incorporates an intercom system. These latest measures have been recommended to us by Police Community Liaison Officers.**  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....

**6. Please provide a copy of your latest income/expenditure statement.**

**Many thanks**

**Chris Overend  
Community, Policy and Grants Manager**



SAMARITANS OF REDBRIDGE

TREASURERS REPORT JUNE 2015

CURRENT ACCOUNT            £6,286.57    (12 August 2015)

GOLD ACCOUNT                £30,762.42    (12 August 2015)

CODE	INCOME from 1st January 2015 to 12th August 2015	
0	Brought forward form 2014	£7,587.79
7	Restricted Grant from Loughton Town Council	£300
30	Donations	£533.00
50	Fundraising	£6,278.72
145	Atlantic Gas refund	£375.97
	<b>TOTAL</b>	<b>£15,350.48</b>

	EXPENDITURE from 1st January 2015 to 12th August 2015	
102	Training Venue Hire	£60.00
106	New Tabards, Vol Handbooks, VAEF membership	£126.10
110	Volunteer Travel Expenses	£728.45
120	Broadband	£502.45
121	Office Phone line rental BT	£219.49
122	Ops Room line rental Vodafone	£209.32
123	Office Phone call charges BT	£336.03
124	Ops Room call charges Vodafone	£94.28
125	New Telephones	£51.48
126	IT Consumables	£213.45
127	IT equipment & software	£336.77
128	Three Rings Subscription + TV Licence	£265.50
130	Publicity Officer	£543.34
140	LBR Rent quarter in advance	£532.50
141	LBR Rates	£459.08
142	Water	£206.41
143	Insurances	£204.16
144	Electricity	£260.72
145	Gas	£660.00
146	Repairs & Renewals	£648.60
147	Stationery	£63.12
148	Sundry Printing	£119.98
152	Premises Equipment	£358.99
153	Other Premises Costs	£62.98
160	BAF/BREF	£1,367.00
	<b>TOTAL</b>	<b>£8,970.25</b>

---

**Balance** **£6,380.23**

Some payments and receipts have been established but the money has not yet been taken from or paid into the bank at the time of writing this report.

## SAMARITANS OF REDBRIDGE

CODE	PETTY CASH from 1st January 2015 to date	
	INCOME	
0	Brought Forward from 2014	£241.79
30	Donations	£173.19
50	Fund Raising	£477.34
	TOTAL	£757.32
	EXPENDITURE	
110	Travel	£359.20
130	Publicity	£5.00
147	Stationery	£19.94
153	Other Premises Costs	£236.83
	TOTAL	£620.97
	Cash in hand	£140.76

### FUND RAISERS

Michael Jakob's Virgin Money page has raised £2,072 and is now closed.

Bev 133's Virgin Money page has raised £305 and is now closed.

Tim 19's Virgin Money page has raised £554 (was £78) and is now closed.

Dr Bobby Paul's Virgin Money page has raised £635 so far.

Gary 298's Virgin Money page has raised £290 so far

Ron 02's Samaritan Golf Day raised £760

### ADDITIONAL GRANT AID

We are very grateful to Epping Forest District Council for:-

#### "Epping Forest District Council Grant Aid 2014/15 – Samaritans of Redbridge

The Portfolio Holder for Leisure and Community Services, Cllr Mrs H Kane has noted that the Samaritans required additional funding to encase the electrical distribution box in the cellar with fire retardant materials following the recent fire risk assessment and has approved £2,820 towards these expenses. Before payment is made, we will require evidence of expenditure relating to this safety work."

We will be claiming the grant as and when the work is carried out. This needs to be done in this financial year. Trustees may wish to accelerate progress on this matter.

## SAMARITANS OF REDBRIDGE

### AGREED BUDGET FOR 2015

INCOME	CODE	2015
Restricted grants - LTC (2015-2016)	7	£450
Restricted grants - EFDC	10	£2,765
Unrestricted grants - other organisations (L.B. Brent)	18	£240
Fund raising	50	£7,500
<b>Total</b>		<b>£10,955</b>
<b>EXPENDITURE</b>		
Training venue hire	102	£300
Training events - catering and consumables	103	£300
Other Training Costs	106	£50
Samaritan Visit	105	£0
Travel	110	£1,000
Other Volunteer expenses	112	£100
Broadband charges	120	£600
Office line	121	£750
Operations Line	122	£800
IT Equipment	127	£1,000
Publicity	130	£1,000
Rent	140	£1,100
Rates	141	£900
Water Rates	142	£300
Insurances	143	£400
Electricity	144	£1,100
Gas	145	£1,200
Repairs & Renewals	146	£1,500
Stationery	147	£200
Postage	149	£10
Cleaning	150	£500
Other premises costs	153	£1,650
		<b>£14,760</b>



## REVIEW BY TASK AND FINISH PANEL

### QUESTIONNAIRE ON SERVICE PROVISION BY SLA FUNDED GROUPS

1. Name of Group VAEF Gardening

2. What does your group do?

The Gardening service provides gardeners and volunteers to maintain the gardens of people physically unable to do so themselves, namely older people and the disabled, across the district. The Gardening Administrator liaises with clients regarding gardening requirements and need. Tasks undertaken include clearing, pruning and mowing.

3. Please tell us about the positive impact you feel you make in the Epping Forest district

During 2014/15 456 council tenant garden visits were completed. From this total figure seven gardens required more than one visit to initially complete before they received regular visits as they were particularly overgrown. Additionally eight gardens needed total clearance which took a number of gardeners a whole day.

Also three 'Make a Difference' days were held in partnership with VAEF's learning disabilities project to tackle very large gardens.

Benefits to clients receiving the Gardening service included preventing falls and trips in the garden and the pleasure of being able to see a well kept garden again. 83% of clients surveyed said they felt they were now less likely to have an accident such as a fall now their garden was maintained. In addition clients were delighted to have their gardens tidied, because it made them feel much safer in their home as an unkempt garden can often indicate a property is occupied by a vulnerable person, thus sometimes enticing burglary. So much so that 98% of clients surveyed said they felt safer and less vulnerable in their home after receiving the gardening service. Lastly 98% of clients said the service was a large factor in helping them to stay in their home longer.

Clients have given the following feedback:

"I am very pleased with the service. I so value the project keeping my garden in good order. It pleases me so much, I feel like a queen"

"I have seen a huge lift in my mum's spirits since the garden has been cleared, she now feels able to open the door and walk outside just getting the amount of light and fresh air is so good for her"

"I found your service absolutely first rate; a burden off my mind"

"I am writing on behalf of my father who is registered disabled and amongst other things suffers sever arthritis. I understand that one gardener and two volunteers worked in my father's garden yesterday and they did an absolutely fantastic job. I can't thank you and your people enough for all their hard work and dedication. However, in addition to this, my father offered everyone a cup of tea and recognising

his difficulties one of the ladies insisted on making it. Please extend my father's thanks once again to your team and accept his gratitude for their help.

**4. Tell us how the grant aid funding has contributed to your activities/services?**

This service is predominately funded by Epping Forest District Council and as can be seen in our accounts funds a number of paid gardeners, a project administrator, equipment, vehicle costs and other project running costs. In addition we were able to secure the High Sheriffs Award of £970 which has enabled the purchase of protective clothing for the team.

The gardening service is enhanced by the regular support of volunteers who benefit the project by gardening and providing extra support in the office. The volunteers are paid volunteer expenses in line with VAEF's good practice around volunteering procedures. Some of the volunteers have support needs themselves such as a learning disability for example, but are a very valuable asset to the project. This works two ways though as these volunteers gain valuable skills and experience which in some cases over the years has led to paid employment for the individual.

The following information and statistics are in relation to the period covering 1/4/14 to 31/3/15.

The paid gardeners worked 1,782 hours

The paid administrator worked 568 hours

Eight gardening volunteers worked 963 hours

One office volunteer worked 86 hours

(If the minimum wage of 6.70 is applied to the above hours a total of £7,028 has been given in kind to the project)

**5. What would your group like to do to extend its provision and what unmet needs are you aware of?**

The service I have reported on is the regular maintenance service offered to council tenants fitting the criteria as mentioned above. VAEF is also funded to offer a garden clearance service to homeowners in the District fitting the same criteria. However the Homeowners service is a one off clearance and does not therefore support the client on an ongoing basis. We would very much like to offer the Homeowners service on the same basis as the Tenant's service. Many of the Homeowner clients are unable to cope with their garden, have no family members near, are perhaps unable to pay a private gardener and in some cases even if they are, do not know who to trust.

We are looking at ways in which to offer a maintenance service to homeowners from next financial year and may even consider a subsidised chargeable service to those in a position to pay and perhaps free to those less fortunate.

In addition we are always looking for new ways in which to make gardens more maintainable so perhaps an extension to our general Handyman service to cover such work as laying patio's and gravelling parts of some of the larger gardens we work on could be a consideration in the future.

**6. Please provide a copy of your latest income/expenditure statement.**

**Voluntary Action Epping Forest**  
**Gardening Forecast Budget Overview**  
**1 April 2015 to 31 March 2016**

	<b>GARDENING</b>	<b>TOTAL</b>
	<b>Apr '15 - Mar '16</b>	<b>Apr '15 - Mar '16</b>
<b>Income</b>		
<b>GRANTS</b>		
EFDC	52,772.00	52,772.00
High Sheriff Award	600.00	600.00
<b>Total GRANTS</b>	<b>53,372.00</b>	<b>53,372.00</b>
<b>OTHER INCOME</b>		
Bank Interest	80.00	80.00
Client donations	1,250.00	1,250.00
<b>Total OTHER INCOME</b>	<b>1,330.00</b>	<b>1,330.00</b>
<b>Total Income</b>	<b>54,702.00</b>	<b>54,702.00</b>
<b>Expense</b>		
Advertising/Promotion	100.00	100.00
Auditor's Fee	130.00	130.00
Computer Software/Maintenance	200.00	200.00
CRB checks	132.00	132.00
Fuel	1,500.00	1,500.00
Gardening Tools	3,800.00	3,800.00
Homefield House expenses	20.00	20.00
I T Support	300.00	300.00
Insurance	546.00	546.00
Management Fee	5,277.00	5,277.00
Meetings/Forum	336.00	336.00
Office cleaning	150.00	150.00
Office Refreshments	20.00	20.00
Photocopier Charges	20.00	20.00
Postage	40.00	40.00
Printing	50.00	50.00
Professional Fees	300.00	300.00
Rent	708.00	708.00
Salaries	36,030.00	36,030.00
Staff Expenses	500.00	500.00
Staff Training/Conferences	500.00	500.00
Stationery	60.00	60.00
Telephone	300.00	300.00
Transport costs	300.00	300.00
Utilities	100.00	100.00
Vehicle Costs	3,200.00	3,200.00
Vehicle Insurance	1,276.00	1,276.00
Volunteers Expenses	600.00	600.00
<b>Total Expense</b>	<b>56,495.00</b>	<b>56,495.00</b>
<b>Net Income</b>	<b>-1,793.00</b>	<b>-1,793.00</b>





16/09/15

Voluntary Action Epping Forest  
Gardening Profit and Loss  
1 April to 16 September 2015

	<u>Apr 1 - Sep 16, '15</u>
<b>Income</b>	
<b>GRANTS</b>	
EFDC	57,405.00
High Sheriff Award	600.00
<b>Total GRANTS</b>	<u>58,005.00</u>
<b>OTHER INCOME</b>	
Bank Interest	45.56
Client donations	706.57
<b>Total OTHER INCOME</b>	<u>752.13</u>
<b>Total Income</b>	58,757.13
<b>Expense</b>	
Activities	5.00
Computer Software/Maintenance	139.20
Consultancy	10.00
CRB checks	65.60
Fuel	603.99
Furniture/Equipment Purchase	20.47
<b>Gardening Tools</b>	
Consumables	730.75
Durables	1,176.91
<b>Total Gardening Tools</b>	<u>1,907.66</u>
Insurance	366.34
Office cleaning	0.00
Postage	6.48
Printing	22.70
Professional Fees	24.00
Rent	176.92
Salaries	21,439.51
Stationery	14.10
Vehicle Costs	1,180.65
Vehicle Insurance	1,166.00
Volunteers Expenses	164.90
<b>Total Expense</b>	<u>27,313.52</u>
<b>Net Income</b>	<u><u>31,443.61</u></u>



**REVIEW BY TASK AND FINISH PANEL****QUESTIONNAIRE ON SERVICE PROVISION BY SLA FUNDED GROUPS**

**1. Name of Group VAEF Handyman**

**2. What does your group do?**

**The Handyman service is a community partnership initiative between Epping Forest District Council and Voluntary Action Epping Forest which launched in October 2012.**

**The service is funded by EFDC and provides a handyman service to tenants of EFDC properties provided they are over 60 and or disabled and have no one else who can assist them. Contact is made via the EFDC repairs line where the service is explained further and where appropriate referred to the VAEF Handyman. The tenant is only liable for the cost of any materials used which are sourced at the lowest cost possible.**

**3. Please tell us about the positive impact you feel you make in the Epping Forest district**

**Work completed for clients is varied and has included the following:**

**Assembling flat pack furniture  
Replacing and fixing toilet seats  
Installing shelving  
Replacing light bulbs and tubes  
Repairs to pathways and patios to remove trip hazards  
Hanging pictures and mirrors  
Fitting and testing smoke alarms and batteries  
Fitting key safes  
Fitting curtain rails and hanging curtains  
Repairs to garden gates, locks and handles**

**Although this work may seem like reasonably simple tasks for the able bodied the clients we support are frail and elderly, and or disabled with nobody else around to assist. The help makes all the difference to them and can in some cases prevent a very bad accident which apart from the obvious harm to the client could cost society a significant amount of money. The replacement of one light bulb in a clients property could prevent a fall which could result in a hip replacement costing the health service at least £12,000.**

**Feedback from clients using the service included the following:**

**“The service is invaluable to me as I am disabled. The Handyman, Chris is a credit to the service and is very friendly and helpful”**

**“The service is great because when you are on your own there seems to be many jobs that one cannot do. Thank you”**

**“I have health issues and to know that this service is there to support me is invaluable. I couldn't do the jobs that needed doing due to both my purse and my health. It is very expensive and daunting to employ outside help and living on my own I get very anxious with people I do not know. Chris has visited me twice now, I**

know who he is and I can rely on him. I am more than happy with the service he provides and the quality of his work, thank you”

**4. Tell us how the grant aid funding has contributed to your activities/services?**

The EFDC funding covers the post of the Handyman, vehicle costs and other running costs as can be seen in the VAEF accounts. The project also has the assistance of a regular volunteer who is paid volunteer expenses in line with VAEF's policy. During the financial year of 2014/15 300 referrals were received equating to 500 completed jobs. In addition 300 informal safety and security assessments were conducted.

We estimate that over £15,000 in savings were made for tenants using the service rather than using commercial contractors.

Overall the project is providing excellent value for money as it has also worked in partnership with the EFDC Safer Communities team to assist with the installation of CCTV and other security equipment helping to overcome anti social behaviour in the local community which often effects older people to a higher degree.

In addition regular joint visits with EFDC's Under-Occupancy Officer to potential downsizers are now arranged explaining how the service can assist in both preparation and following a tenant's move.

**5. What would your group like to do to extend its provision and what unmet needs are you aware of?**

We would like to be able to offer more support to clients with outside tasks if we had more capacity.

Lately we have also come across more clients with significant hoarding tendencies so are exploring the idea of developing a service in this area perhaps in partnership with other agencies such as EFDC.

**6. Please provide a copy of your latest income/expenditure statement.**

Provided separately

Many thanks

Chris Overend  
Community, Policy and Grants Manager

Voluntary Action Epping Forest  
Handyman Forecast Budget Overview  
1 April 2015 to 31 March 2016

	HANDYMAN	TOTAL
	Apr '15 - Mar '16	Apr '15 - Mar '16
<b>Income</b>		
<b>GRANTS</b>		
EFDC	40,529.00	40,529.00
<b>Total GRANTS</b>	40,529.00	40,529.00
<b>OTHER INCOME</b>		
Bank Interest	32.00	32.00
Miscellaneous Income	0.00	0.00
<b>Total OTHER INCOME</b>	32.00	32.00
<b>Total Income</b>	40,561.00	40,561.00
<b>Expense</b>		
Advertising/Promotion	120.00	120.00
Auditor's Fee	130.00	130.00
Computer Software/Maintenance	30.00	30.00
Fuel	1,740.00	1,740.00
Handyman materials	6,000.00	6,000.00
Homefield House expenses	30.00	30.00
IT Support	30.00	30.00
Insurance	261.00	261.00
Management Fee	4,050.00	4,050.00
Mobile Phone	108.00	108.00
Office cleaning	130.00	130.00
Office Refreshments	20.00	20.00
Photocopier Charges	10.00	10.00
Postage	150.00	150.00
Printing	100.00	100.00
Professional Fees	68.00	68.00
Rent	652.00	652.00
Salaries	25,116.00	25,116.00
Staff Expenses	60.00	60.00
Staff Training/Conferences	200.00	200.00
Stationery	55.00	55.00
Subscriptions/Membership Fees	15.00	15.00
Telephone	40.00	40.00
Utilities	100.00	100.00
Vehicle Costs	1,095.00	1,095.00
Vehicle Insurance	653.00	653.00
<b>Total Expense</b>	40,963.00	40,963.00
<b>Net Income</b>	<b>-402.00</b>	<b>-402.00</b>



16/09/15

Voluntary Action Epping Forest  
Handyman Profit and Loss  
1 April to 16 September 2015

	<u>Apr 1 - Sep 16, '15</u>
<b>Income</b>	
<b>GRANTS</b>	
EFDC	19,529.00
<b>Total GRANTS</b>	19,529.00
<b>OTHER INCOME</b>	
Bank Interest	10.44
Client donations	165.00
Miscellaneous Income	1,456.76
<b>Total OTHER INCOME</b>	1,632.20
<b>Total Income</b>	21,161.20
<b>Expense</b>	
Advertising/Promotion	43.00
Computer Software/Maintenance	26.93
Consultancy	10.00
Fuel	533.05
Handyman materials	
Consumables	1,317.45
Durables	189.41
<b>Total Handyman materials</b>	1,506.86
Insurance	160.84
Mobile Phone	67.00
Office cleaning	0.00
Postage	31.80
Professional Fees	4.80
Rent	139.56
Salaries	11,728.25
Staff Expenses	41.95
Vehicle Costs	391.15
Vehicle Insurance	638.00
<b>Total Expense</b>	15,323.19
<b>Net Income</b>	<u><u>5,838.01</u></u>





**REVIEW BY TASK AND FINISH PANEL****QUESTIONNAIRE ON SERVICE PROVISION BY SLA FUNDED GROUPS**

1. Name of Group.....Victim Support

2. What does your group do?.....

Give free and confidential support to victims of crime whether reported to the police or not, regardless of when that crime was committed. Support is provided by specially trained volunteers and essentially falls into two categories; emotional and practical. Emotional support is not counselling, it is an empathic active listening skill that gives victims the time and space to discuss what happened and what impact the crime has had on them. The service is designed to re-empower victims who have either lost, or perceived they have lost, the ability to make decisions about how best to cope. The service is non-judgemental and non-directive, tailored to each and every victim and conducted at the pace dictated by the victim.

Practical support can be anything from assisting with the replacement of stolen bank card, completing claims for criminal injuries compensation to the provision of personal alarms or even providing the services of a vetted service professional to replace broken glass for example, should the victim not have the means to do so themselves.

We also work with a wide range of other service providers; Victim Support cannot provide all services to meet all needs so we engage with other agencies, private, public, statutory or third sector to ensure needs that we cannot meet are met by a more appropriate agency. In this regard we either signpost victims or we make direct referrals.

We are the voice for victims nationally and to that end we conduct research with partners, the most recent being work on burglary with ADT and publish research findings, contribute to national debate and maintain a social media presence. We are a founding member of the national Victim's Alliance, a consortium of agencies that exist the support victims of crime

**3. Please tell us about the positive impact you feel you make in the Epping Forest district**

With our unconditional positive regard for those coming to us, our non-judgemental and non-directive approach, Victim Support gives support to any resident who requests or help. The support allows victims to dictate the pace and format of support which results in victims receiving the support they need and the respect they deserve. We ensure victims are able to cope with the effects of the offence committed against them and thence recover from those effects.

Individuals are therefore better aware that the effects of crime are perfectly normal which goes a good way to ensuring that should they be a victim again, they understand there is nothing wrong with them. This adds to feelings of wellbeing which in turn adds to community understanding and cohesion. Residents will understand how the criminal justice system works and what part they may play in those proceedings and even if the statutory system lets them down, they will know there is someone they can always return to for support; our work directly effects the confidence residents have in the system.

Our volunteers live in the community they support, the community supporting the community, which adds to cohesion, confidence and wellbeing. The volunteer support given amounts to double the investment the Council makes to Victim Support and results in a cost per victim of less than £5.00

4. Tell us how the grant aid funding has contributed to your activities/services?

Funding has contributed to the costs associated with supporting victims of crime. Two staff members are directly associated with our work in the area and their work involves recruiting, training and effectively supporting a team of volunteers who live in the community who deliver the bulk of support services. Funding is therefore used to establish and maintain the volunteers, monitor the welfare of victims and respond to needs of victim as and when they arise

**5. What would your group like to do to extend its provision and what unmet needs are you aware of?**

We would like to develop the support given to standard and medium risk victims of domestic abuse; provision has always been poor and many victims fall through the net of what little provision there is in the county as a whole. There is also a need to extend services better for children in domestic abuse settings.

Support to survivors of childhood sexual abuse barely exists other than with Victim Support.

Probably the biggest need that exists is for agencies that exist to support the needs of any victim of crime to work better together. There has been far too much use of blinkers, parochialism and competitive stances with regard to victim care and the need for all agencies to communicate to ensure services are wrapped around victims, as opposed to victims co-ordinating care, is immense. This work does not require funding, just the will of all agencies concerned and should this ever be achieved, it will have a significant impact on the welfare of victims but also on communities as a whole. Faster, better tailored immediate care for victims will result in less pressure on statutory services with a potential enormous saving in long term costs

**6. Please provide a copy of your latest income/expenditure statement.**

As a national charity, annual accounts are prepared on that basis and are included in our annual Impact Report. This is issued towards the end of the calendar year and two copies as per the SLA will be forwarded as soon as the report is available

**Many thanks**

**Chris Overend  
Community, Policy and Grants Manager**

# Victim Support: Consolidated statement of financial activities for the year ended 31 March 2014

	Notes	Unrestricted funds £'000	Restricted funds £'000	Total funds 31.3.14 £'000	Total funds 31.3.13 £'000
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income	2	1,071	753	1,824	1,135
Activities for generating funds	3	36	235	271	245
Investment income	4	497	-	497	549
<b>Incoming resources from charitable activities</b>					
Services to victims and witnesses	5	36,085	11,470	47,555	46,142
Other incoming resources		53	-	53	-
<b>Total incoming resources</b>		<b>37,742</b>	<b>12,458</b>	<b>50,200</b>	<b>48,071</b>
<b>RESOURCES EXPENDED</b>					
<b>Costs of generating funds</b>					
Costs of generating voluntary income	6	716	25	741	398
Fundraising trading: cost of goods sold and other costs	6	31	114	145	187
<b>Charitable activities</b>					
Services to victims and witnesses	7	34,909	12,895	47,804	45,329
Policy and public education		897	-	897	862
<b>Governance costs</b>	<b>10</b>	<b>379</b>	<b>-</b>	<b>379</b>	<b>435</b>
<b>Total resources expended</b>		<b>36,932</b>	<b>13,034</b>	<b>49,966</b>	<b>47,211</b>
<b>NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS</b>					
		<b>810</b>	<b>(576)</b>	<b>234</b>	<b>860</b>
<b>Gross transfers between funds</b>	<b>21</b>	<b>74</b>	<b>(74)</b>	<b>-</b>	<b>-</b>
<b>Net incoming/(outgoing) resources before other recognised gains and losses</b>		<b>884</b>	<b>(650)</b>	<b>234</b>	<b>860</b>
<b>Other recognised gains/(losses)</b>					
(Losses)/gains on investment assets		(109)	-	(109)	280
<b>Net movement in funds</b>		<b>775</b>	<b>(650)</b>	<b>125</b>	<b>1,140</b>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>16,934</b>	<b>5,365</b>	<b>22,299</b>	<b>21,159</b>
<b>Total funds carried forward</b>		<b>17,709</b>	<b>4,715</b>	<b>22,424</b>	<b>22,299</b>

There are no gains or losses other than as recognised above and all incoming resources and resources expended arise from continuing activities.

The notes on pages 41 to 53 form part of these financial statements.



# Victim Support: Consolidated balance sheet at 31 March 2014

	Notes	31.3.14 £'000	31.3.13 £'000
<b>FIXED ASSETS</b>			
Tangible assets	15	2,918	3,152
Investments	16	10,213	12,620
		<b>13,131</b>	<b>15,772</b>
<b>CURRENT ASSETS</b>			
Debtors	17	3,897	2,268
Short-term deposits		8,500	5,500
Cash at bank and in hand		836	2,959
		<b>13,233</b>	<b>10,727</b>
<b>CREDITORS</b>			
Amounts falling due within one year	18	(3,440)	(3,700)
		<b>9,793</b>	<b>7,027</b>
<b>NET CURRENT ASSETS</b>			
		<b>22,924</b>	<b>22,799</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			
Provisions for liabilities	19	(500)	(500)
<b>Net assets</b>		<b>22,424</b>	<b>22,299</b>
<b>FUNDS</b>			
<b>Unrestricted funds:</b>			
General		13,444	12,520
Designated		4,265	4,414
		<b>17,709</b>	<b>16,934</b>
<b>Restricted funds:</b>			
Restricted		4,715	5,365
<b>Total funds</b>		<b>22,424</b>	<b>22,299</b>

The financial statements were approved by the Board on 17 November 2014 and were signed on its behalf by:



E. Rowlands (Chair) – Trustee

The notes on pages 41 to 53 form part of these financial statements.

## Victim Support: Consolidated cash flow statement for the year ended 31 March 2014

	Notes	31.3.14 £'000	31.3.13 £'000
<b>Net cash (outflow)/inflow from operating activities</b>	<b>1</b>	<b>(1,205)</b>	<b>1,755</b>
<b>Returns on investments and servicing of finance</b>	<b>2</b>	<b>323</b>	<b>335</b>
<b>Capital expenditure and financial investment</b>	<b>2</b>	<b>1,759</b>	<b>(3,267)</b>
<b>Increase/(decrease) in cash in the period</b>		<b>877</b>	<b>(1,177)</b>
<b>Reconciliation of net cash flow to movement in net cash</b>	<b>3</b>		
Increase/(decrease) in cash in the period		877	(1,177)
Change in net cash resulting from cash flows		877	(1,177)
<b>Movement in net cash in the period</b>		<b>877</b>	<b>(1,177)</b>
<b>Net cash at 1 April</b>		<b>8,459</b>	<b>9,636</b>
<b>Net cash at 31 March</b>		<b>9,336</b>	<b>8,459</b>

**REVIEW BY TASK AND FINISH PANEL****QUESTIONNAIRE ON SERVICE PROVISION BY SLA FUNDED GROUPS**

**1. Name of Group...Waltham Abbey Youth 2000.....**

**2. What does your group do?...**We have provided leisure facilities for 20 years and currently are in the form of a "Drop In" Youth Centre for 2 age ranges: 7 to 11 year olds at Yip Yop Youth and School Years 7, 8 & 9 at New Images. The facilities include a wide range of activities including Arts and Crafts, Table Tennis, Table Football and Pool. We also have Televisions, PS2, Wii and Xbox together with traditional games such as Giant Jenga, Giant Connect 4, Twister, Draughts and Chess. We have a library facility for the younger group and have "Chill Out" areas where young people can just sit and chat with their friends.

We also run a cookery club, WAY 2 COOK which promotes healthy eating in an area where there is an obesity problem amongst young people. This club, although small, has been very successful and has won the Essex Boys and Girls Clubs Bake Off competition in both years it has been held.

In addition to the leisure facilities we run a highly acclaimed Confidential Counselling facility

**3. Please tell us about the positive impact you feel you make in the Epping Forest district**

Our facilities encourage young people to make gainful use of their leisure time rather than "Hang Around" in the town where they are perceived to be a nuisance. We provide a wide range of facilities which they may not have at home. It has long been a tradition in the town that people from the 2 estates, Roundhills and Ninefields, do not mix once away from school. Our facilities are deemed to be on neutral territory and attract young people from all areas of the town which encourages them to mix and make friends which they would not otherwise do.

Our cookery facility shows young people how easy it is to make healthy, nutritional meals and that a wide variety of food is good for them. They learn that cakes etc. are acceptable as part of a varied diet. Parents tell us that the members enjoy our sessions far more than cookery lessons at school because they cook real food. We also introduce the group to international dishes which they probably would never otherwise try. Parents regularly ask for recipes to try at home so the facility reaches a far wider group than the club members.

Our Counselling service helps young people overcome a wide range of issues which have a negative impact on their young lives. The service enables the young person to overcome the issues giving the young person greater self-esteem, self-confidence and greater ambition for the future which in turn benefits the local secondary school with improved classroom behaviour and improved exam results and reduces the likelihood of them spiralling into drugs and crime. Hundreds of young people have been helped by this service.

**Please continue over**

**4. Tell us how the grant aid funding has contributed to your activities/services?**

The grant aid received from Epping Forest District Council accounts for approximately 10% of our total costs. We would not be able to offer such a wide range of services if we did not have our own premises which give us space to be flexible and adaptable. However, having our own premises does incur greater costs than if we hired space for a few hours in the evenings and the grant aid helps to cover some of the overheads. Many grants only cover specific activities rather than general funding. It also helps us to demonstrate that our facilities are positively viewed by the Council through their ongoing support and demonstrates match funding.

**5. What would your group like to do to extend its provision and what unmet needs are you aware of?**

We have a number of ambitions for the future. New Images was re-launched in May 2013 after Essex County Council withdrew their support. Those who joined the club in Year 7 at the time are about to go into Year 10 at the start of the new term and technically are no longer eligible to come to New Images. We wish to be able to offer facilities for School Years 10 and above and are working with a small group of young people with a view of setting up a "Drop In Café". This project is in its early stages but gives the group an insight into setting up and running their own business. We are aiming to launch this project, subject to attracting funding, by the Autumn Half Term.

Our Counselling facility had to be cut when funding became more difficult to attract because of the economic conditions and charitable foundations etc. cut back on the areas they supported. We are in the course of seeking funding to expand the service back to former levels and have plans to develop various peripheral areas we work on such as Communication Skills Courses and have plans to introduce new ideas to involve more families overcome issues and recognise negative developments in their children. All of this is dependent upon attracting more funding.

**6. Please provide a copy of your latest income/expenditure statement.**

In your hands. Our accounts for the year ending 28 February 2015 are in the course of preparation.

**Many thanks**

**Chris Overend  
Community, Policy and Grants Manager**



**Independent Examiner's Report to the Trustees of**

Report on the accounts of the company for the year ended 28 February 2014 which are set out on pages 10 to 16.

**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 an 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 Act; and
- state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

My examination was carried out in accordance with 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.

Simon Nicholas Ross FCA  
Chartered Accountant  
54 Sun Street  
Waltham Abbey  
Essex  
EN9 1EJ

Date:

WALTHAM ABBEY YOUTH 2000

Statement of Financial Activities (including Income & Expenditure Account)  
for the year ended 28 February 2014

	Note	General Funds (£)	2014 Restricted Funds (£)	Total Funds (£)	2013 Total Funds (£)
<b>Incoming Resources</b>					
<b>Incoming resources from generated funds:</b>					
<i>Voluntary income:</i>					
Donations and grants	2	6,405	20,699	27,104	26,884
<i>Activities for generating funds:</i>					
Fund raising events		14,548	-	14,548	4,112
Investment income		1	-	1	2
<b>Total incoming resources</b>		<u>20,954</u>	<u>20,699</u>	<u>41,653</u>	<u>30,998</u>
<b>Resources Expended</b>					
Costs of generating funds		24	-	24	52
Charitable activities	3	16,148	21,792	37,940	33,334
Governance costs	3	1,504	886	2,390	1,838
<b>Total resources expended</b>		<u>17,676</u>	<u>22,678</u>	<u>40,354</u>	<u>35,224</u>
<b>Net incoming/(outgoing) resources for the year</b>		<u>3,278</u>	<u>(1,979)</u>	<u>1,299</u>	<u>(4,226)</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		7,645	160,569	168,214	172,440
Transfer					-
<b>Total funds carried forward</b>	10	<u>10,923</u>	<u>158,590</u>	<u>169,513</u>	<u>168,214</u>

The notes on pages 12 to 16 form an integral part of these accounts.

**WALTHAM ABBEY YOUTH 2000**

**Balance Sheet as at 28 February 2014**

	Note	2014	2013
		(£)	(£)
<b>FIXED ASSETS</b>			
Tangible Assets	7	160,137	164,404
<b>CURRENT ASSETS</b>			
Cash at bank and in hand		10,759	5,800
Debtors	8	3,096	998
		<u>13,855</u>	<u>6,798</u>
<b>CREDITORS</b>			
Amounts falling due within one year	9	4,479	2,988
		<u>9,376</u>	<u>3,810</u>
<b>NET CURRENT ASSETS</b>		<u>9,376</u>	<u>3,810</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>169,513</u>	<u>168,214</u>
<b>FUNDS</b>			
General Funds	10	10,923	7,645
Restricted Funds	10	158,590	160,569
		<u>169,513</u>	<u>168,214</u>

The directors are satisfied that the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The directors acknowledge their responsibilities for:

- i) ensuring that the members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476; and
- ii) for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Approved by the directors on ..... and signed on their behalf by:

.....  
Mrs P C Brooks  
Director

The notes on pages 12 to 16 form an integral part of these accounts.

**1. Accounting policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

**1.1 Basis of accounting**

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Statement of Recommended Practice (SORP): Accounting and Reporting by Charities.

**1.2 Fund accounting**

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Unrestricted funds include a revaluation reserve representing the restatement of investment assets at market values.
- Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

**1.3 Incoming resources**

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.
- Investment income is included when receivable.
- Incoming resources from charitable trading activity are accounted for when earned.
- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

**1.4 Resources expended**

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

- Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.
- 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 include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

Notes forming part of the Financial Statements for the year ended 28 February 2014

**1.5 Fixed assets**

Fixed assets (excluding investments) are stated at cost less accumulated depreciation. The costs of minor additions or those costing below £250 are not capitalised. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life as follows:

Leasehold premises	-	Over remaining period of the lease
Computer equipment	-	20% on cost per annum
Fixtures and fittings	-	20% on cost per annum

**1.6 Operating leases**

Rentals applicable to operating leases are charged to the Statement of Financial Activities over the period they are incurred.

**1.7 Deferred taxation**

Provision is made in full for all taxation deferred in respect of timing differences that have originated but not reversed by the balance sheet date. Deferred tax assets are recognised to the extent that it is more likely than not that they will be recovered.

**1.8 Irrecoverable VAT**

Value Added Tax is not recoverable by the charity and as such is included in the relevant costs in the Statement of Financial Activities.

**2. Donations and grants**

	General Funds (£)	2014 Restricted Funds (£)	Total Funds (£)	2013 Total Funds (£)
Essex Community Foundation	-	7,560	7,560	5,000
Waltham Abbey Town Council	-	-	-	325
Epping Forest District Council	4,529	100	4,629	4,529
King Harold School	-	-	-	5,000
West Essex Primary Trust	-	2,160	2,160	4,320
High Sheriff Award	-	1,000	1,000	600
Grange Farm Centre Trust	-	-	-	3,240
Awards for All	-	9,879	9,879	-
Donations received	1,876	-	1,876	3,870
	<u>6,405</u>	<u>20,699</u>	<u>27,104</u>	<u>26,884</u>

WALTHAM ABBEY YOUTH 2000

WALTHAM ABBEY YOUTH 2000

Notes to the Accounts for the year ended 28 February 2014

3. Total resources expended

	Basis of Allocation	Youth Support (£)	2014 Governance Funds (£)	Total Funds (£)	2013 Total Funds (£)
<b>Costs directly allocated to activities</b>					
Counselling costs and After School Club costs	Direct	16,439	-	16,439	16,788
Amortisation	Usage	4,364	485	4,849	4,742
<b>Support costs allocated to activities</b>					
General and water rates	Usage	1,110	123	1,233	1,204
Light, Heat, Telephone	Usage	2,914	324	3,238	2,330
Insurance	Direct/Usage	1,648	183	1,831	1,840
Rent	Usage	3,634	404	4,038	3,200
Sundry expenses	Usage	615	68	683	221
Accountancy	Direct	540	60	600	630
Professional fees	Usage	22	3	25	288
Repairs and maintenance	Usage	6,523	725	7,248	3,929
Depreciation		131	15	146	
		<u>37,940</u>	<u>2,390</u>	<u>40,330</u>	<u>35,172</u>

Note: £4,735 of amortisation expenses, £146 of depreciation expenses, £3,981 of overheads and £13,816 of counselling and after school club costs have been allocated to restricted funds.

4. Net Incoming Resources for the year

	2014 (£)	2013 (£)
Depreciation	4,995	4,742
Accountancy	600	630
	<u>5,595</u>	<u>5,372</u>

5. Directors' Emoluments

No company director received any emoluments or reimbursed expenditure from the charity during the year. All administrative and general maintenance work undertaken on behalf of the charity is performed on a voluntary basis. The company had one employee during the year (2013: NIL).

6. Taxation

As a charity, Waltham Abbey Youth 2000 is exempt from tax on income and gains to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

Notes to the Accounts for the year ended 28 February 2014

7. Tangible fixed assets

	Leasehold Properties (£)	Fixtures & Fittings (£)	Computer Equipment (£)	Total (£)
Cost or valuation				
At 1 March 2013	216,178	13,797	6,000	235,975
Additions	-	728	-	728
At 28 February 2014	216,178	14,525	6,000	236,703
Depreciation				
At 1 March 2013	51,776	13,796	5,999	71,571
Charge for the year	4,849	146	-	4,995
At 28 February 2014	56,625	13,942	5,999	76,566
Net book value at 28 February 2014	159,553	583	1	160,137
Net book value at 28 February 2013	164,402	1	1	164,404

8. Debtors

	2014 (£)	2013 (£)
Accrued Grant Income	2,160	-
Prepayments	936	998
	<u>3,096</u>	<u>998</u>

9. Creditors: amounts falling due within one year

	2014 (£)	2013 (£)
Creditors	1,868	1,730
Accrued expenses	2,611	1,258
	<u>4,479</u>	<u>2,988</u>

WALTHAM ABBEY YOUTH 2000

WALTHAM ABBEY YOUTH 2000

Notes to the Accounts for the year ended 28 February 2014

10. Funds

	General Funds (£)	Restricted Funds (£)	Total Funds (£)
At 1 March 2013	7,645	160,569	168,214
Incoming resources for the year	20,954	20,699	41,653
Outgoing resources for the year	17,676	22,678	40,354
Transfer			
	<hr/>	<hr/>	<hr/>
At 28 February 2014	10,923	158,590	169,513
	<hr/>	<hr/>	<hr/>
Represented by:	(£)	(£)	(£)
Tangible fixed assets	3,721	156,416	160,137
Net current assets	7,202	2,174	9,376
	<hr/>	<hr/>	<hr/>
	10,923	158,590	169,513
	<hr/>	<hr/>	<hr/>

The restricted funds total of £158,590 as at 28 February 2014 is represented as follows:

- £128,016 - the unamortised cost of the Brooker Road premises as at 28 February 2014 from funds originally provided by the National Lotteries Community Fund.
- £27,818 - the unamortised cost of replacing the central heating system, refurbishment of toilets and other capital works at the Brooker Road premises undertaken during the years to 28 February 2011 and 28 February 2012 from monies provided by the Essex County Council Community Initiatives Fund.
- £582 - the undepreciated cost of kitchen equipment for the WAY 2 COOK scheme.
- £2,174 - The unspent funding from Awards for All that is restricted for the future costs of the WAY 2 COOK scheme.

11. Operating lease commitments

The annual ground rent cost was increased in the year to £3,560 (2013: £3,200). The increase of annual ground rent was subject to lengthy negotiations with the landlord. When the increase was agreed there was a balance to pay to bring the amount up to date from when the rent review commenced in 2011, totalling £688. The lease commitment to the company expires after five years from the balance sheet date.

12. Related Party Transactions

During the year, the company incurred repair costs of £1,956 (2013: £360). The supplier for this work was Trojan Construction Limited, a company in which Mr D Gallagher, company director, holds a material share interest. At the year-end there is a balance owing to Trojan Construction Limited of £300 (2013: £1,130). The balance of £1,130 outstanding as at 28 February 2013 has been written off by Trojan Construction Limited and has been treated as donated services in the accounts.



**REVIEW BY TASK AND FINISH PANEL****QUESTIONNAIRE ON SERVICE PROVISION BY SLA FUNDED GROUPS**

**1. Name of Group.....Zinc Arts.....**

**2. What does your group do?...**

Zinc Arts is an arts charity based in Chipping Ongar Essex. We work with people of all ages and abilities, but specialise in working with children, young people and adults who are disabled, learning disabled or mental health service users. We create inclusive opportunities for participants to be engaged creatively, motivating individuals to achieve their full potential.

Zinc Arts is proud of the fully accessible facilities available at Zinc Arts Centre including a residential centre with 25 bedrooms for short break educational stays, dining room, studio theatre, meeting rooms, catering facilities and public café, wifi lounge, and desk hire available for businesses.

As a dedicated arts and education charity, Zinc Arts uses high-quality multi-art forms to deliver a diverse, inclusive range of activities for people of all ages and abilities, providing them with beneficially creative, educational and vocational opportunities.

As well as onsite courses and activities, we deliver a broad range of funded outreach programmes across the Eastern Region and beyond, working with numerous partner organisations to deliver engaging workshops to their groups. Workshops aim to build confidence, self-esteem and look for a creative pathway to engage people in education, employment or training.

Throughout the academic year, Zinc Arts offers a range of nationally recognised accredited qualifications, a high quality programme of work delivering transferable skills. The new syllabus uses a broad range of creative and academic courses to support the development of core and life skills learning. Courses available in Employability, Drama, Visual Arts, Film Making, Catering and The Biz (Multi Arts Course)

The courses are accredited through AQA unit award scheme, a scheme that recognises the learning and success of participants and rewards their personal progression and achievements.

**3. Please tell us about the positive impact you feel you make in the Epping Forest district**

Based in Chipping Ongar, Zinc Arts is open to the local community on a daily basis. With activities and workshops running throughout the week, Zinc Arts enables the Epping Forest community to take part in arts and culture based learning, and sports and social activities on a regular basis.

Zinc Arts has a positive impact on the local community being a hub of social activity, a meeting place and a centre supporting new and existing classes and groups through discounted room hire -

- Pilates
- Yoga
- Flower Club
- Ongar Wildlife Society

- Ongar WI
- West Essex Mind / talking Therapies
- Zumba
- Circle Dance
- Truly Scrumptious Nursery
- Youth Theatre – Weekly club for local young people and children
- Art Circle – Weekly arts drop-in for adults experiencing or living with poor mental health, run by a local volunteer
- Friday Gang – fortnightly activity evening run in partnership with Ongar Mums Group for children aged 5-11yrs
- Saturday Club – Weekly creative workshops and afternoon cinema club for children aged 5-11yrs.
- Summer school activities including Animation, Graffiti workshop, Musical theatre, Visual Arts, Textiles, Catering,

Our Café offers people the opportunity to socialise in a relaxed and friendly setting, and the activities give local people the opportunity to be healthy and active.

Our work is all about showing people what they can do, not what they can't. Our staff are skilled at bringing out the best in people, with the experience needed to know when people need additional help or have issues that are holding them back. Many of our staff have their own disabilities to manage and a number of them come from disadvantaged backgrounds. This gives them an understanding of just how far to challenge a person, help them to achieve and have a more positive outlook and approach to life. As such we offer volunteering placements and work opportunities to local disabled and socially excluded people, offering them the chance to gain work skills necessary, within a supportive environment. The volunteering and work experience is seen as a positive pathway, and encourages students from our AQA accredited courses to aspire to gain places. Currently we have 2 adults with disabilities completing volunteering placements and one has moved into paid work for the organisation, working as a support worker on workshops, enabling others to take part fully in the sessions and complete qualifications. All are Tolpuddle House residents, who live in supported housing and over their time here have gained skills and knowledge to enable them to move on to independent living and further employment opportunities.

The new and enhanced facilities at Great Stony will make available a wider range of activities and opportunities in a rural part of the district; the provision of overnight stay accommodation will enable residents from elsewhere in the district to take advantage of longer courses without the difficulties (which in some cases would be insurmountable) of travelling each day. The residential centre continues to be busy with an increased number of residential bookings in the final quarter of 2015, bringing people into the district, many utilising other attractions such as Epping Ongar Railway.

#### **4. Tell us how the grant aid funding has contributed to your activities/services?**

The Grant Aid from EFDC has enabled Zinc Arts to run a number of the community based provision through supporting staff wages and volunteers. Saturday Club and the new Friday Gang are invaluable projects for young people aged 5-11 years old and the grant contributes towards staff costs and running costs for these activities. Saturday Club has been running since 2011, with Friday starting in 2015 as a partnership with OMG (Ongar Mums Group) building partnership working with the local community. OMG also use desk space at Zinc Arts Centre to carry out admin work for their group. The grant also enables us to run

summer activities for local young people including Animation, Graffiti, and Textiles, giving young people a creative option through their summer break. We also ran activities for young people with disabilities, offering similar activities as well as musical theatre, catering and sculpture. This supported adults and young people with physical disabilities, learning disability and mental health issues to engage in meaningful creative activities, developing social and independence skills. For one local resident, this was invaluable as she was new to the area and has now become a regular face in Zinc Arts Centre taking part in other activities as well as using the café.

**5. What would your group like to do to extend its provision and what unmet needs are you aware of?**

Zinc Arts would like to extend its provision through –

- Offering subsidised places for local young children on our activity workshops to enable to more deprived and socially excluded children to attend creative workshops with their friends and peers on a regular basis, developing their social skills and increasing confidence and happiness in a safe and secure environment. We know of families that had previously has to send their children on alternate weeks to enable them all to attend.
- Host additional performances, and cinema viewings in our fully accessible theatre studio, to bring culture and entertainment to the Epping Forest District and Ongar area. With the current need to travel to major towns in the area, and limited public transport, we would like to provide an increased range of theatrical performances and films across the year.
- We are currently researching activities and projects for older people and aim to create a menu of activities that will interest and enthuse the older generation locally. Being very close to a number of residential care providers, we would like to increase the opportunities available to engage in, enhancing cultural and creative projects and activities, including tea dance, cinema, reminiscence/history project, knit & knatter.
- To be able to offer additional volunteering placements and work placements, we would need to increase staff capacity to enable additional support and coordination for the positions. Creating additional opportunities with support, means more young people and adults, especially those with disabilities, can gain real work experience in a live situation, building skills and knowledge to take onto their next place of work. With the increase of students on our AQA programme, being able to offer next steps in their pathways would enrich and enhance the programme.
- Arts Circle, a drop in arts session for adults living with mental health issues, is currently run on a volunteer basis with limited resources due to lack of funding. Numbers have dropped due to fees, meaning those people who require the service, to help maintain and improve their mental health are less likely to come. With a small amount of funding, we would be able to reduce the subscription fee enabling more to attend, and increase members, creating a bustling, vibrant and support environment for members to socialise, be creative and maintain their mental health.

**6. Please provide a copy of your latest income/expenditure statement.**

**Many thanks**

**Chris Overend  
Community, Policy and Grants Manager**

Page 92 of 100

**ZINC ARTS**  
(Limited by guarantee)  
**STATEMENT OF FINANCIAL ACTIVITIES**  
(Including an Income and Expenditure account and  
Statement of Total Recognised Gains and Losses)  
FOR THE YEAR ENDED 31 MARCH 2014

	Note	Unrestricted General Funds £	Designated Funds £	Restricted Funds £	Total Funds 2014 £	Total Funds 2013 £
<b>INCOMING RESOURCES</b>						
<b>Incoming resources from charitable activities:</b>						
Revenue grants	2	4,529	-	261,513	266,042	315,388
Capital grants	3	-	-	-	-	1,050
Contracts and fees	4	160,771	-	-	160,771	65,506
Building income		125,874	-	-	125,874	87,388
<b>Incoming resources from generated funds:</b>						
Investment income	5	4	-	-	4	17
<b>Other incoming resources:</b>						
Fundraising and donations		285	-	-	285	13,962
Sundry income		4,218	-	-	4,218	10,711
<b>Total Incoming Resources</b>		<u>295,681</u>	<u>-</u>	<u>261,513</u>	<u>557,194</u>	<u>494,022</u>
<b>RESOURCES EXPENDED</b>						
Activities for generating funds		767	-	-	767	118
Charitable activities		528,390	313	261,513	790,216	1,065,249
Governance costs		10,010	-	-	10,010	6,178
<b>Total Resources Expended</b>	6	<u>539,167</u>	<u>313</u>	<u>261,513</u>	<u>800,993</u>	<u>1,071,545</u>
<b>Net (resources expended) /incoming resources for the year before transfers and Net (Expenditure)/Income for the year</b>	7	(243,486)	(313)	-	(243,799)	(577,523)
Transfer between funds		41,000	(25,000)	(16,000)	-	-
<b>Net resources expended before recognised gains and losses</b>		<u>(202,486)</u>	<u>(25,313)</u>	<u>(16,000)</u>	<u>(243,799)</u>	<u>(577,523)</u>
<b>Other recognised gains and losses</b>						
Unrealised (loss) / gain on sale of investments		-	(43)	-	(43)	2,221
<b>Net Movement in Funds</b>		<u>(202,486)</u>	<u>(25,356)</u>	<u>(16,000)</u>	<u>(243,842)</u>	<u>(575,302)</u>
Total funds brought forward as at 1 April 2013		(445,568)	31,164	2,025,143	1,610,739	2,186,041
<b>Total funds carried Forward as at 31 March 2014</b>		<u>(648,054)</u>	<u>5,808</u>	<u>2,009,143</u>	<u>1,366,897</u>	<u>1,610,739</u>

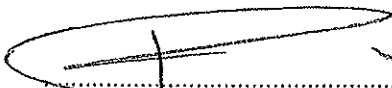
The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

The notes on pages 17 to 25 form part of these financial statements

**ZINC ARTS**  
**(Limited by guarantee)**  
**BALANCE SHEET AS AT**  
**31 MARCH 2014**

		31.3.14		31.3.13	
	Notes	£	£	£	£
<b>FIXED ASSETS:</b>					
Tangible assets	10		4,752,840		4,869,554
<b>CURRENT ASSETS:</b>					
Debtors	11	60,149		48,409	
Investments	12	5,808		31,164	
Cash at bank		<u>388</u>		<u>843</u>	
			66,345		80,416
<b>CREDITORS: Amounts falling due within one year</b>	13	<u>423,917</u>		<u>279,698</u>	
<b>NET CURRENT LIABILITIES:</b>			<u>(357,572)</u>		<u>(199,282)</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES:</b>			4,395,268		4,670,272
<b>CREDITORS: Amounts falling due after more than one year</b>	14		<u>3,028,371</u>		<u>3,059,533</u>
			<u><b>£1,366,897</b></u>		<u><b>£1,610,739</b></u>
<b>RESERVES:</b>					
Restricted funds	21		2,009,143		2,025,143
Designated funds - Capital repairs and renewals fund	22		5,808		31,164
General fund - unrestricted			<u>(648,054)</u>		<u>(445,568)</u>
<b>TOTAL CHARITY FUNDS:</b>	20		<u><b>£1,366,897</b></u>		<u><b>£1,610,739</b></u>

ON BEHALF OF THE TRUSTEES:

  
 .....  
 D Hutton-Rees

Approved by the Trustees on 26 MARCH 2015

The notes on pages 17 to 25 form part of these financial statements

**ESSEX LOCAL AUTHORITIES' FINANCIAL SUPPORT THROUGH SERVICE LEVEL AGREEMENTS (OTHER THAN TO CAB'S & CVS'S)**

<b>District/Borough</b>	<b>Details</b>
<b>Braintree</b>	Has a grant scheme for voluntary organisations entitled 'My Community' and has £100,000 to distribute in 2015/16. Braintree has no Service Level Agreements other than with the CAB and the CVS.
<b>Brentwood</b>	Has a Community Fund of £40,300 in 2015/16 which voluntary and community groups can apply to. No Service Level Agreements other than with the CAB, CVS and Community Transport. In addition, Ward Councillors have an allocation of £25,000 (between 37 Councillors) which they can use to support projects in their own Wards. Parish Councils also receive a Discretionary Grant which for 2015/16 is £126,000.
<b>Castle Point</b>	£133,900 set aside for Community Grants in 2015/16. Only one Service Level Agreement (with Carer's Choice) other than with the CAB and CVS.
<b>Chelmsford City</b>	In addition to the CAB and CVS, has Service Level Agreements with the CVS Volunteer Agency (£18,000) and YMCA (£20,000). £89,476 for one-off grants in 2015/16.
<b>Colchester</b>	The Welfare Grants budget for 2015/16 is £210,558. Each group has to sign a Service Level Agreement or a 'Condition of Grant' to receive funding approved. Although there is no set figure in terms of annual funding at which an SLA will apply, they tend to be in respect of the larger grants approved.
<b>Harlow</b>	Harlow awards grants but no longer has any Service Level Agreements. Memorandums of Understanding apply in respect Science Alive for the Harlow Museum Service and with Harlow Art Trust.
<b>Maldon</b>	£70,000 available for grants. The only Service Level Agreements are with the CAB and the local Community Transport Scheme.
<b>Rochford</b>	In 2015/16, Rochford has £90,000 revenue funding and £15,000 capital funding available for voluntary and community groups. Funding agreements are set up with groups receiving capital funding, with a maximum funding allowance of £1,500.
<b>Tendring</b>	Grants awarded to voluntary and community groups come from the remaining balance of Tendring's Big Society Fund which started at £643,000 in 2011 and now has £60,000 uncommitted. It is expected that the £60,000 will

	be used up in 2015/16. At present there is no provision in the budget for it to be replaced. The only SLA's Tending has are with the CAB for core funding and another one-off project for mental health support.
<b>Uttlesford</b>	Still awards funding through Service Level Agreements and uses a Balance Scorecard method for monitoring/reporting purposes. The Criteria for each scorecard is agreed individually with each voluntary group and, in effect, is the agreement itself. Additionally, each group provides a quarterly update in their own formats and makes an annual presentation to Councillors. Details of the grants are attached. A sample scorecard will be distributed at the meeting.



Organisation	Funding received 2012/13	Requested 2013/14	Requested 2014/15	Requested 2015/16	Members Agreed Funding Yr 1	Members Agreed Funding Yr 2	Members Agreed Funding Yr 3	
Catch22	£20,000 2011/12	£20,000	£20,000	£20,000	20,000	£20,000*	£10,000 then following 6 month review another £10,000 available	
Council for Voluntary Service, Uttlesford	£26,620	£35,550	£36,083	£36,624	27,000	£28,000	£32,000	
Uttlesford Carers UK		£3,000	£10,000	£10,000	3,000*	£3,000*	£5,000*	
Uttlesford Community Travel	£35,470 plus £12,000 vehicle replacement	£36,000 plus £13,000 vehicle replacement	£37,000 plus £13,000 vehicle replacement	£38,000 plus £13,000 vehicle replacement	36,000	£37,000 + £13,000 + vehicle replacement	£38,000 + £13,000 + vehicle replacement	
Uttlesford Citizen Advice Bureau	£80,220	Core generalist & debt advice services						
		£112,902	£115,162	£117,478	112,902	£115,162	£117,487	
		CAB Money Advice Project						£5,000 Money Dr project
		£22,037	£19,535	£5,000	22,037	£19,535	£5,000	
Volunteer Centre Uttlesford	£5,980	£15,000	£15,500	£16,000	10,000	£10,500	£14,000	
Support 4 Sight	£10,000	£20,000	£20,600	£21,300	10,000	£10,500	£11,000	
East Herts Citizens' Advice Bureau	£10,970	£11,000	£11,220	£11,440	11,000	£11,200*	£11,440*	
Saffron Walden Mencap Society	Nil	£1,100	£1,150	£1,200	Nil	Nil	Nil	
Dig It	Nil	£64,000	£64,000	£64,000	Nil	Nil	Nil	
Home-Start Uttlesford	£3,000	£3,000	£3,000	£3,000	£3,000	£3,000	£5,000	
Voluntary Sector Training	Nil	£11,105	£11,273	£11,446	£5,500	£5,750*	£6,000*	
Crossroads Care East Anglia	£10,600	£12,900	£13,500	£14,200	£11,000*	£11,500*	£12,000*	

Dunmow Malting Preservation Trust					£1,000	£4,000	£4,000
Dunmow Museum					£2,750	£2,750	£3,500
Thaxted Festival					£3,000	£3,000	£3,000
					<b>£278,189</b>	<b>£284,897</b>	<b>£292,427</b>

\* Must be spent within Uttlesford

+ Not included, taken from another budget