



**ACTION 21 (2010)**

**(Company limited by guarantee and not having a share capital)**

**REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED**

**31 MARCH 2014**

**ACTION 21 (2010)**

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FOR THE YEAR ENDED 31 MARCH 2014**

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## ACTION 21 (2010)

### REPORT OF THE DIRECTORS AND TRUSTEES FOR THE YEAR ENDED 31 MARCH 2014

The Directors and Trustees present their report and financial statements for the year ended 31 March 2014.

#### Reference and administration information

Charity name:	Action 21 (2010)
Also known as:	Action 21
Charity registration number:	1136450
Company registration number:	07185413
Registered office and Operational address:	Re-Useful Centre 5 Ramsey Road Leamington Spa Warwickshire CV31 1PL

#### Directors/Trustees

The following served as Directors/Trustees during the period that this report covers

John Armstrong	Chair
Margaret Begg	
Gareth Davies	
Richard Edwards	
Donna Hunt	
Chris Pollock	
Geoff Randall	
Keith Sinfield	(Resigned 17 July 2013)
Roger Twiney	
Ruth Wallsgrove	

#### Company Secretary

Geoff Randall

#### The following were members of staff on 31 March 2014

Louise Male	General Manager
Martin Smith	Re-Useful Centre Supervisor
Laura Smith	Community Ranger
Samantha Elvyhart	Volunteer and Marketing Manager
Paul Kennedy	Re-Useful Centre Supervisor
David Alexander	Bike Workshop Coordinator

#### Independent examiner

Dafferns LLP, Chartered Accountants, One Eastwood, Harry Weston Road, Binley Business Park, Coventry, CV3 2UB.

#### Bankers

Unity Trust Bank plc. Nine Brindley Place, Birmingham. B1 2HB.

## **ACTION 21 (2010)**

### **REPORT OF THE DIRECTORS AND TRUSTEES FOR THE YEAR ENDED 31 MARCH 2014**

#### **Governance and management**

Action 21 (2010) is a charitable company limited by guarantee and does not have a share capital. It was incorporated on 10 March 2010 and registered as a charity on 18 June 2010. Action 21 (2010) took over the assets and liabilities of its predecessor company, Action 21 (registered number 4150006), on 1 August 2010.

The governing document of Action 21 (2010) is its Memorandum and Articles of Association which were signed on 2 March 2010. The charity's Trustees are also Directors of the Company. One third of the Trustees retire by rotation at each Annual General Meeting. A retiring Trustee is eligible for re-election.

The Board meets bi-monthly and is responsible for the strategic direction and policies of the charity. The General Manager attends all Board meetings and is responsible for running the charity. Individual Board members take on additional roles to support the General Manager in relation to finance, human resources, recycling, energy and sustainability.

#### **Trustee appointment, induction and training**

Individuals expressing an interest in becoming a Trustee meet the General Manager and are then invited to attend a Board meeting before deciding whether to formally apply. The Board decides at its next meeting whether to co-opt the applicant, pending ratification at the next Annual General Meeting. Newly co-opted Trustees are encouraged to visit the charity's premises to experience how the charity operates and to meet staff and volunteers. They are also given a copy of the Trustee Handbook, a copy of the last Annual Report and Financial Statements and copies of minutes of recent Board meetings.

#### **Risk review**

During the year the Board again reviewed the major risks to which it is exposed and identified systems or procedures to manage those risks. The Board considers that insurance cover and reserves are adequate to ensure the continued operation or orderly closure of the charity in the event of the occurrence of any unexpected incident.

#### **Activities and charitable objects**

Action 21 (2010)'s vision is to reduce waste, promote reuse, increase knowledge and skills and support its local communities in living more sustainably. Its formal charitable aims are to promote the protection and preservation of the environment for the public benefit by the promotion of waste reduction, re-use, reclamation, recycling, the use of recycled products and the use of surplus for the benefit of the inhabitants of the District of Warwick and its environs. To also advance the education and skills of the public in subjects related to sustainability in areas related to energy, food and transport.

The charity has two principal areas of activity to fulfil its mission and objectives. Firstly, it runs the Re-Useful Centre in Sydenham, Leamington Spa, which receives donations of goods that would otherwise go to waste (principally landfill) and enables the public to buy and re-use them. For the last three years the facility has saved over 100 tonnes of donated manufactured items from landfill per annum.

In order to increase re-use, the charity undertakes refurbishment of some items (e.g. bicycles and furniture) to ensure items are of an adequate standard for sale. Hundreds of donated bikes are refurbished and sold each year, thereby providing a means of affordable sustainable transport for the local community. The charity's Dr Bike service provides free 'bike MOTs' at public events, in order to further promote cycling as a form of sustainable transport.

Action 21 also tests electrical equipment for resale, allowing re-use of equipment that would otherwise be scrapped. Donated items which cannot be sold are either broken down and sold for scrap, re-used, recycled or sold on to other companies for upcycling.

## ACTION 21 (2010)

### REPORT OF THE DIRECTORS AND TRUSTEES FOR THE YEAR ENDED 31 MARCH 2014

#### **Activities and charitable objects (continued)**

In March 2014, Action 21 was advised by the landlord that he had reached provisional agreement with a developer for the sale of his land and buildings on the Sydenham Estate, including 5 Ramsey Road, which houses the Re-Useful Centre. Any such sale would be conditional upon planning permission being granted for the construction of housing on the site. Although the six month notice period stipulated in the lease agreement between the landlord and Action 21 was not given, this was early advice that Action 21 needs to consider, with some urgency, the identification of alternative premises from which to operate its re-use activities. The Board of Trustees set up a working party to take this issue forward.

Action 21 also leases East Lodge, a building, situated in Jephson Gardens in Leamington Spa, from Warwick District Council. This lease will terminate in March 2015. The building supports other organisations who work to achieve similar aims and use office space there in exchange for running two events a year. In 2013/14 these included a jam making workshop and a fruit pruning workshop run by Canalside Community Food and a children's nest box making workshop by Foundry Wood/ARC CIC.

Action 21 employs a Community Ranger, previously based in East Lodge, but now based in the South Lodge of Jephson Gardens. The contract with Warwick District Council to provide the ranger service in Jephson Gardens will terminate in March 2015.

Action 21 continues to run projects in the key theme areas of re-use, sustainable transport, education and food. The charity engages with a wide number of volunteers who deliver these activities. In many cases the volunteers are drawn from disadvantaged groups who benefit from the vocational experience, training and social interaction.

The Board of Trustees continued to focus on three strategic objectives, namely, greater community awareness and engagement, more training and skills development and greater financial and site security.

#### **Performance and achievements**

##### **Re-Useful Centre**

2013/14 was the third full year during which Action 21 operated its re-use activities solely at the Re-Useful Centre.

103.51 tonnes of manufactured goods was saved from landfill. 27,416 items were sold, comprising 23,347 items of furniture, 513 bicycles and 856 PAT-tested electrical items.

A Bike Workshop Coordinator was recruited in November 2013 to assist with continuity, quality and training.

##### **Projects**

Action 21 also ran the following additional projects.

The 'Skill Share' project was launched in 2013 to promote and disseminate traditional skills that support sustainable living. A volunteer-led sewing workshop was held and a regular monthly group called 'Mend, Make and Modify' was launched, led by a member of staff with volunteer support. A volunteer-led partnership project with U3A was also initiated, which introduced knitting to young mothers at Westgate Children's Centre in Warwick. These activities were funded by a grant from Leamington Town Council.

Dobson Lane Community Allotments continue to be administered by Action 21. The allotments, developed by the charity in 2010, encourage organic growing methods, promote home-grown fruit and vegetables as healthy and sustainable alternatives to supermarket produce

## ACTION 21 (2010)

### REPORT OF THE DIRECTORS AND TRUSTEES FOR THE YEAR ENDED 31 MARCH 2014

#### Performance and achievements (continued)

##### Projects (continued)

Second-hand baby clothes sales and 'Swap Shops' were also held at East Lodge, the latter enabling members of the public to swap unwanted goods for free, including clothing, toys and games.

The Schools' Green Champion project was piloted to Sydenham Primary School. Volunteers led a sustainability-themed workshop which was well-received. This project continues to develop.

2013 and Beyond was once again delivered by a partnership of Warwickshire County Council, North Warwickshire Borough Council, Coventry City Council and Action 21. This initiative encourages over 1,300 schoolchildren from across the county to engage with sustainability issues.

The Community Ranger organised and ran a programme of 12 nature-themed educational family events in Jephson Gardens over the year. These events were provided free of charge to participants.

##### Volunteers

Volunteers are a vital resource for Action 21. As well as participating in the operation of the Re-Useful Centre, they provide valued support for the charity's projects.

Over 50 new regular volunteers were recruited (about the same as the previous year), mainly to support the operation of the Re-Useful Centre and the Action 21's administrative, communications and marketing activities.

Episodal volunteers were recruited to run Skill Share workshops, support Action 21's Peace Festival stall, be group leaders at '2013 & Beyond' and support Jephson Gardens events.

Link working continued with over ten local organisations in order to promote Action 21's volunteering opportunities and recruit volunteers.

##### Marketing/Communications

Key aims within the marketing strategy were to maintain and expand public awareness of Action 21's projects and activities; to promote the Re-Useful Centre in order to increase donations and purchases; to promote volunteering opportunities in order to recruit new volunteers; and to publicise events in order to increase event attendance.

An advertising campaign for the Re-Useful Centre was launched. This comprised the placement of a large poster in Leamington's main post office (estimated 7,000 footfall per week), small posters in satellite post offices in the local area (5,000+ footfall per week), and the inclusion of an advert in Warwick University student guide (1,000+ students).

Action 21's website was completely rewritten and redesigned. Volunteer profiles feature prominently across the new site. The website features an integrated blog and comprehensive events calendar.

A new format Mailchimp e-newsletter was launched, which reaches 900+ contacts and provides a direct link to the charity's website. It also has report features, enabling audience statistics to be monitored.

**ACTION 21 (2010)****REPORT OF THE DIRECTORS AND TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2014****Performance and achievements (continued)****Marketing/Communications (continued)**

A regular Facebook and Twitter presence was maintained; Action 21's Facebook page now has over 450 followers, and on Twitter, nearly 800 followers.

Event promotion: as well as despatching a monthly Mailchimp e-newsletter, events were promoted via Facebook, Twitter, external events websites, press releases and posters.

*Volunteer Voice*, a newsletter for regular volunteers, was published throughout the year. Written and designed by volunteers, it featured important updates, fun articles, volunteer profiles and sustainability-themed puzzles.

**Public benefit**

The Trustees consider they have complied with their duty to have due regard to the guidance on public benefit, as published by the Charity Commission, in exercising their powers and duties.

**Financial review of 2013/14 and future financial position**

The financial statements show that a surplus of £21,128 on unrestricted funds was generated for the year to 31 March 2014, increasing general reserves to £84,311. This outcome represents a significant change from 2012/13 when a deficit of £6,250 on unrestricted funds was incurred. Although there were some variances in expenditure between the two years, this result came about principally through increased sales at the Re-Useful Centre.

The financial outlook for 2014/15 and succeeding years would be healthy, but for the reality that Action 21's re-use operation will have to move elsewhere. It is likely that any move will have an adverse effect on sales, at least in the short term. Moreover, the likelihood that rent will need to be paid on any alternative property will very likely lead to a deficit being incurred in 2014/15. Fortunately, Action 21 started that year with a healthy level of general reserves, which will be available to fund any deficits until the longer term position becomes clearer.

**Reserves policy**

The Board of Trustees has adopted a policy that unrestricted funds should be held as reserves at a level that equates to a minimum of three months' unrestricted expenditure. This would enable the charity to continue to operate, in the event that unrestricted income ceased to be received or was significantly reduced, whilst consideration was given as to how to respond to the new circumstances. The unrestricted reserves at 31 March 2014 equated to more than six months unrestricted expenditure. However, there is likely to be a call on these reserves to fund any deficits in the uncertain future as highlighted above.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2005), UK Accounting Standards, the Charities Act 2011 and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities.

Approved by the Trustees on 24 June 2014 and signed on its behalf by:

John Armstrong Chair/Director/Trustee

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ACTION 21 (2010)**

I report on the accounts of Action 21 (2010) for the year ended 31 March 2014 which are set out on pages 7 to 12.

### **Respective responsibilities of Trustees and Examiner**

The Charity's Trustees (who are also the Directors for the purposes of company law) are responsible for the preparation of the accounts. The Charity's 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 required.

Having satisfied myself that the Charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

### **Basis of the Independent Examiner's Report**

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 statements below.

### **Independent Examiner's statement**

In the course of 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 Sections 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave 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.

Martin Gibbs FCCA  
For and on behalf of Dafferns LLP  
Chartered Accountants,  
One Eastwood  
Harry Weston Road  
Binley Business Park,  
Coventry, CV3 2UB.

24 June 2014



## ACTION 21 (2010)

**STATEMENT OF FINANCIAL ACTIVITIES  
(INCORPORATING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 MARCH 2014**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
<b>INCOMING RESOURCES</b>					
Voluntary income	3	38,171	4,500	42,671	47,410
Activities for generating funds	4	<u>132,827</u>	<u>-</u>	<u>132,827</u>	<u>108,381</u>
<b>TOTAL INCOMING RESOURCES</b>		<b><u>170,998</u></b>	<b><u>4,500</u></b>	<b><u>175,498</u></b>	<b><u>155,791</u></b>
<b>RESOURCES EXPENDED</b>					
Fundraising costs	5	99,390	-	99,390	96,849
Charitable activities	6	46,174	12,785	58,959	63,660
Governance costs	7	<u>1,806</u>	<u>-</u>	<u>1,806</u>	<u>2,811</u>
<b>TOTAL RESOURCES EXPENDED</b>		<b><u>147,370</u></b>	<b><u>12,785</u></b>	<b><u>160,155</u></b>	<b><u>163,320</u></b>
<b>NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS</b>		<b>23,628</b>	<b>(8,285)</b>	<b>15,343</b>	<b>(7,529)</b>
<b>GROSS TRANSFERS BETWEEN FUNDS</b>		<b><u>(2,500)</u></b>	<b><u>2,500</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>		<b>21,128</b>	<b>(5,785)</b>	<b>15,343</b>	<b>(7,529)</b>
Total funds brought forward		<u>63,183</u>	<u>14,310</u>	<u>77,493</u>	<u>85,022</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b><u>84,311</u></b>	<b><u>8,525</u></b>	<b><u>92,836</u></b>	<b><u>77,493</u></b>

The notes on pages 9 to 12 form an integral part of these financial statements.

## ACTION 21 (2010)

## BALANCE SHEET AT 31 MARCH 2014

	Note	£	2014 £	2013 £
<b>TANGIBLE FIXED ASSETS</b>	<b>8</b>		1,459	5,524
<b>CURRENT ASSETS</b>				
Debtors	<b>9</b>	3,312		6,137
Cash at bank and in hand	<b>10</b>	<u>94,526</u>		<u>73,181</u>
		97,838		79,318
<b>CREDITORS</b>				
Amounts falling due within one year	<b>11</b>	<u>(6,461)</u>		<u>(7,349)</u>
<b>NET CURRENT ASSETS</b>			<u>91,377</u>	<u>71,969</u>
<b>NET ASSETS</b>			<u><b>92,836</b></u>	<u><b>77,493</b></u>
<b>FUNDS</b>				
Unrestricted funds			84,311	63,183
Restricted funds	<b>12</b>		<u>8,525</u>	<u>14,310</u>
			<u><b>92,836</b></u>	<u><b>77,493</b></u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2014.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2014 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Section 386 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Section 396 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

The financial statements were approved by the Trustees on 24 June 2014, and signed on its behalf by:

John Armstrong, Chair/Director/Trustee

Geoff Randall, Honorary Treasurer/Director/Trustee

The notes on pages 9 to 12 form an integral part of these financial statements.

## ACTION 21 (2010)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014**

**1. Accounting policies****Basis of accounting**

These financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

**Incoming resources**

All incoming resources are included in the Statement of Financial Activities when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

The following policies are applied to specific categories of income:-

Voluntary income is included in full when receivable.

Activities for generating income represents sales generated by re-use operations.

**Resources expended**

Expenditure is accounted for on an accruals basis. Resources expended include attributable VAT which cannot be recovered.

Resources expended have been attributed to fundraising costs and charitable activities as appropriate.

**Tangible fixed assets**

Assets costing more than £500 are capitalised.

Depreciation is provided at an annual rate of 20% (50% for the van) on a straight line basis in order to write the value of each asset off over its estimated useful life.

**Operating leases**

Costs in respect of operating leases are charged in arriving at the operating surplus on a straight line basis over the lease term.

**Fund accounting**

Unrestricted funds are those available at the discretion of the Trustees in furtherance of the charitable aims of the Charity.

Restricted funds are those available solely for the specific purposes of the donors.

**2. Net income**

	<b>2014</b>	<b>2013</b>
	<b>£</b>	<b>£</b>
Net income is stated after charging:		
Depreciation of tangible fixed assets	4,065	4,597
Operating lease costs	7,442	7,442
Trustees remuneration and other benefits	-	-
Reporting accountants' fees and other services	<u>1,753</u>	<u>2,646</u>

## ACTION 21 (2010)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014**

	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
<b>3. Voluntary income</b>				
Donations	927	-	927	1,737
Grants received	34,689	4,500	39,189	43,159
Membership subscriptions	30	-	30	65
Other income	<u>2,525</u>	<u>-</u>	<u>2,525</u>	<u>2,449</u>
	<u>38,171</u>	<u>4,500</u>	<u>42,671</u>	<u>47,410</u>
<b>4. Activities for generating funds</b>				
Re-Useful Centre sales	<u>132,827</u>	<u>-</u>	<u>132,827</u>	<u>108,381</u>
<b>5. Fundraising costs</b>				
Staff costs	68,246	-	68,246	62,871
Staff recruitment costs	294	-	294	149
Volunteers expenses	3,369	-	3,369	3,497
Electricity, fuel oil and water	8,019	-	8,019	7,922
Vehicle costs	2,144	-	2,144	3,548
Rates and insurance	6,443	-	6,443	6,235
Telephone, postage, training and marketing	3,021	-	3,021	2,234
Reuse direct costs	4,615	-	4,615	6,289
Building maintenance and premises costs	3,239	-	3,239	2,708
Legal and planning fees	-	-	-	896
Depreciation	<u>-</u>	<u>-</u>	<u>-</u>	<u>500</u>
	<u>99,390</u>	<u>-</u>	<u>99,390</u>	<u>96,849</u>
<b>6. Charitable activities</b>				
Staff costs	27,052	-	27,052	29,602
Sub contractors	65	-	65	736
Volunteers expenses	364	-	364	242
Staff travel	78	-	78	62
Electricity, gas and water	1,390	-	1,390	1,763
Rent and rates	5,057	-	5,057	5,038
Telephone, website and postage	3,268	-	3,268	2,419
Payroll and software costs	959	-	959	1,436
Equipment hire	3,082	-	3,082	3,082
Premises costs	-	-	-	780
Events costs	770	12,785	13,555	14,379
Depreciation	4,065	-	4,065	4,097
Credit card charges	<u>24</u>	<u>-</u>	<u>24</u>	<u>24</u>
	<u>46,174</u>	<u>12,785</u>	<u>58,959</u>	<u>63,660</u>
<b>7. Governance costs</b>				
Independent examination	1,740	-	1,740	1,680
Other professional costs	13	-	13	966
AGM costs	<u>53</u>	<u>-</u>	<u>53</u>	<u>165</u>
	<u>1,806</u>	<u>-</u>	<u>1,806</u>	<u>2,811</u>

## ACTION 21 (2010)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014

	2014 £	2013 £			
<b>8. Tangible fixed assets</b>					
<b>Cost</b>					
Cost at 1 April 2013	24,129	24,129			
Additions during year	<u>-</u>	<u>-</u>			
At 31 March 2014	<u>24,129</u>	<u>24,129</u>			
<b>Depreciation</b>					
Cost at 1 April 2013	18,605	14,008			
Charge for period	<u>4,065</u>	<u>4,597</u>			
At 31 March 2014	<u>22,670</u>	<u>18,605</u>			
<b>Net book value</b>					
At 31 March 2014	<u>1,459</u>	<u>5,524</u>			
<b>9. Debtors</b>					
Trade debtors	355	2,505			
Prepayments and accrued income	<u>2,957</u>	<u>3,632</u>			
	<u>3,312</u>	<u>6,137</u>			
<b>10. Cash at bank and in hand</b>					
Unity Trust Bank	93,968	72,372			
Cash in hand	434	713			
Other funds	<u>124</u>	<u>96</u>			
	<u>94,526</u>	<u>73,181</u>			
<b>11. Creditors falling due within one year</b>					
Trade creditors	744	1,486			
Social security and other taxes	2,558	1,588			
Accruals	<u>3,159</u>	<u>4,275</u>			
	<u>6,461</u>	<u>7,349</u>			
<b>12. Restricted Funds</b>	<b>Funds Brought Forward</b>	<b>Incoming Resources</b>	<b>Resources Expended</b>	<b>Transfers</b>	<b>Funds Carried Forward</b>
	£	£	£	£	£
20XX and Beyond Education Project	11,570	4,500	(12,351)	2,500	6,219
Fab Fabs	940	-	(8)	(932)	-
Skills Training	<u>1,800</u>	<u>-</u>	<u>(426)</u>	<u>932</u>	<u>2,306</u>
	<u>14,310</u>	<u>4,500</u>	<u>(12,785)</u>	<u>2,500</u>	<u>8,525</u>
<b>13. Analysis of net assets between funds</b>		<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds</b>	
		£	£	£	
Tangible fixed assets		1,459	-	1,459	
Net current assets		<u>82,852</u>	<u>8,525</u>	<u>91,377</u>	
Fund balances		<u>84,311</u>	<u>8,525</u>	<u>92,836</u>	

## ACTION 21 (2010)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014**

**14. Staff costs**

Salaries	89,200	87,790
Employer's national insurance costs	<u>6,548</u>	<u>4,683</u>
	<u>95,748</u>	<u>92,473</u>

The average number of persons employed by the charity during the year was 5 (2013: 5)  
No employee received emoluments of more than £60,000.

**15. Operating lease commitments**

The Charity has the following leasing obligations in the next twelve months

	2014	2013
	£	£
<b>Land and buildings</b>		
Expiring:		
Between one and five years	<u>4,000</u>	<u>4,000</u>
<b>Equipment</b>		
Expiring:		
Between one and five years	<u>3,082</u>	<u>3,082</u>

**16. Purpose of funds****20XX and Beyond Education Project**

Action 21 maintains the accounts for this education project which has been run at Coombe Park, Coventry each June for many years. It has been attended by schoolchildren from Coventry and Warwickshire. Funding has been provided by local authorities and charities (including Action 21).

**Fab Fabs**

This funding was granted by Warwick District Council in 2011/12 to facilitate the re-use of fabrics.

**Skills Training**

This funding was granted by Leamington Town Council in 2012/13 to develop and provide training opportunities in traditional skills.

**17. Transactions with trustees**

There have been no material transactions with trustees and no expenses have been paid.

**18. Related party transactions**

There were no material related party transactions during the period.