

**Company Registration Number 5333784**

**Registered Charity Number 1117546**

**ROTHER VOLUNTARY ACTION  
(A COMPANY LIMITED BY GUARANTEE)**

**ANNUAL REPORT  
AND  
STATEMENT OF ACCOUNTS**

**FOR THE YEAR ENDED  
31ST MARCH 2009**

**Gibbons Mannington  
Chartered Accountants  
20 Eversley Road  
Bexhill-on-Sea  
East Sussex  
TN40 1HE**



**ROTHER VOLUNTARY ACTION  
REPORT OF THE DIRECTORS / TRUSTEES  
FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2009**

## **INTRODUCTION**

The Directors / Trustees present their annual report together with the accounts for the year ended 31st March 2009.

RVA is a Company Limited by Guarantee and a Registered Charity. Its governing instruments are its Memorandum and Articles which were an integral part of the incorporation on the 17<sup>th</sup> January 2005. On the 10<sup>th</sup> January 2007 RVA became a Registered Charity.

## **STRATEGY**

On the 21<sup>st</sup> June 2006 the RVA Board approved the Vision that, *RVA seeks to strengthen the social and economic wellbeing of local communities and help people fulfil their potential in a socially and environmentally sustainable fashion: and 3 key delivery strategies to:*

1. *support the development of a vibrant community and voluntary sector in Rother enabling increased and improved services and facilities provided by the voluntary and community sector in Rother.*
2. *facilitate communication and representation between the voluntary and statutory sectors on policy planning and delivery to increase voluntary and community sector involvement in these processes.*
3. *identify local needs and gaps in service provision and work with local communities, service users and other agencies to develop appropriate action to help build the social capital in Rother.*

## **YEAR END REVIEW**

Rother Voluntary Action has worked to deliver both our core work to support the local voluntary and community sector and in the services we provide to local people. The year saw a major change for all voluntary and community sector organisations with the impact of the credit crunch and following recession. Local VCO's reported a number of changes and have sought support from RVA in meeting these challenges. Overall the requests for support have more than doubled in the last year. Funding opportunities were seen to be shrinking prior to the banking crisis, as evidence in last year's Annual Report. The situation is now only getting more difficult. As the Big Lottery and public sector funding has been reduced so there has been increasing pressure on other charitable funding sources which has led to ongoing pressure on fund distribution and a decision by many Charitable Trusts to review their criteria to offer more targeted support concentrating on the most deprived urban communities in the country. RVA highlighted its concern that Rother was disproportionately disadvantaged by these changes to both the Big Lottery and local MP Greg Barker.

Such constraint on funding has meant the voluntary sector in Rother has struggled both to sustain present projects and to develop new services. There is genuine concern amongst many groups that new opportunities to deliver public services have not been forthcoming at a local level. In addition government programmes which have been outsourced to the voluntary and community sector at a national level have had little impact locally. In RVA we have seen national programmes requesting support from local organisations for the development of such services with little or no funding to enable this. Such national services show a reluctance to deliver at a local level with a growing expectation that the client can 'come to the service' at a single centralised point rather than vice versa. If the number of clients using such a service is below target the service is summarily withdrawn with no mention of the problems people may have had in gaining information about and accessing such a service.

Local successes have been achieved where groups have taken a more entrepreneurial attitude and looked at developing social enterprise solutions acknowledging the need for voluntary groups to earn income. In light of the development of this work RVA became a member of the Development Trust Association in early 2009. Development Trusts use self-help, trading for social purpose, and ownership of buildings and land, to bring about long-term social, economic and environmental benefits in their community. They are community ‘anchor’ organisations, delivering services and facilities, finding solutions to local problems, and helping other organisations and initiatives succeed. As a result of the lack of funding opportunities available locally and increasing evidence of need on the other RVA is increasing its development activities to explore new ways of delivering new services to local people. Whilst RVA believe that it is important to help and support groups who have chosen to develop in this way we also understand that not all voluntary action can be undertaken in this way and the traditional support to groups to deliver quality services and access grant funding remains core to our purpose and principles.

As a service provider RVA has continued to run a variety of projects that both support our work as a CVS and provide services to local people. This year saw the end of those Lottery funded projects which had supported the development of RVA. The loss of funding for a core Community Development Worker post and failure to have that funding replaced by our statutory funders, has been particularly difficult as demand for our services continues to increase. March 2009 also saw the end of Lottery funding for the Bexhill Young Peoples Service, causing RVA to finally say goodbye to Joyce Rook, who had run the project over the last few months, and previously had undertaken the Lottery funded Community Development role. The Social Enterprise Development project, funded by LEGI, ended in March 2009, however Rother District Council agreed to fund a part time post for another 12 months to continue to support the development of Social Enterprise in the Rother area and this meant RVA were able to keep the expertise of Clive Mills, albeit in a part time capacity. The Local Action Planning project was extended for another 12 months.

The need, highlighted by groups in Rother and acknowledged by the county council, to develop a Volunteering Centre linked to RVA, to encourage more people to volunteer and enable groups to offer good quality volunteering experiences thus retaining and recruiting more volunteers remains a priority for the organisation. RVA works closely with the East Sussex Volunteering steering group on a countywide response to the need to support volunteers.

## **RVA ORGANISATION AND RISK**

RVA is governed by a Board of Directors which meets at least four times a year. At the Annual General Meeting John Izzard resigned from the Board. John had chaired the organisation from its creation and led RVA from three very disparate and local organisations to the combined body it is today. His vision and tenacity had been important in enabling the success of the new organisation. Jay Brewerton joined the Board; she has many links with the community in Rother and a particular interest in media and public relations which enhances the range of skills in Board members.

The key risks to the organisation are:

- The impact short term funding has on managing the long term strategy of the organisation;
- Increasing concerns about the availability of funding that can be accessed for Rother;
- Likely cuts to public sector finances
- The loss of any key experienced staff member

Funding for the organisation is partly derived from the local statutory sector East Sussex County Council, Rother District Council and Hastings and Rother PCT, particularly to pay for the organisation’s local infrastructure role to support the voluntary and community sector. RVA has always recognised the pressure on public sector finances, which will only grow over the next several years, and has chosen to additionally support this role through the development of project work that meets local gaps and needs. This enables the essential core costs of running the organisation to be absorbed by several activities which benefits all of them, strengthens the whole organisation and reduces the risk to RVA.

## RVA ACTIVITIES

RVA undertook core CVS services for the Rother area by:

- (a) offering support and services to local voluntary organisations and community groups;
- (b) identifying needs and gaps in service and developing solutions to those needs;
- (c) enabling liaison between groups within the voluntary sector and with local statutory providers;
- (d) representing the voice of the voluntary sector in shaping and delivering services; and
- (e) working in strategic partnership.

In addition, RVA undertakes project work which meets the strategic aims and objectives of the organisation.

## CVS CORE SERVICES

### 1. SERVICES AND SUPPORT TO GROUPS

RVA promotes the effectiveness of local voluntary and community groups by providing them with a range of services and support. The number of groups receiving direct support from RVA through the year was 310. With a total of 1,310 separate contacts. This showed an increase of 127% over the previous year. Enquiries are monitored according to the subject and this breaks down as follows:

	2008-09	2007-08
Information sharing	535	170
Funding support	164	90
Governance	55	45
Training	33	31
Volunteers	38	30
Liaison	249	81
Office Support	75	65
Other	161	63
<b>TOTAL</b>	<b>1,310</b>	<b>575</b>

Rises in contacts have been across the Board but RVA are particularly pleased with the growing engagement of groups through liaison work. 80 groups required in depth help and support, which is measured as those having more than 3 hours direct support from RVA. 51 of the groups we worked with were either new groups, new to the area, or offering new services. 3 local services closed. The NCH Tall Trees Centre in Bexhill, Battle CVS and Learning Link.

### 2. DEVELOPMENT WORK

The development of new provision to meet identified gaps in service is at the core of RVA work. RVA may take a leading role to develop a new service; act in a consultative and supportive role to enable local volunteers to develop their own ideas; or work in partnership with both the statutory and voluntary sector to address gaps in service.

RVA has been working with 24 groups working to develop new services. During the year 12 new groups began to operate services and 4 pre existing groups started new services.

In a wider context RVA is engaged with partners to support the development of services to meet gaps and identified needs such as the development of: affordable, relevant and convenient

financial services to those excluded from more mainstream services; services for NEETs (young people not in education, employment or training) in Rother; youth activities through the voluntary sector in Bexhill and Rother; programmes that support healthy lifestyles including fitness activities for older people and healthy eating programmes.

### **3. LIAISON & REPRESENTATION**

With government encouraging involvement of voluntary and community groups in shaping and delivering services, RVA, through partnership working, and the development of the local voluntary and community sector forums, promotes the contribution of the voluntary and community sector in enabling individuals to contribute to strategic planning and provides an opportunity for local groups to put forward their views on national, regional and local policies.

RVA has supported 12 community network events, 4 Race Action Forum events and 12 project based events through the year.

RVA continues to work with the CVS Partnership to improve the collective voice of the voluntary sector at county level and represents the voluntary sector in a variety of meetings across Rother and the county.

### **4. STRATEGIC PARTNERSHIPS**

RVA continues to be active in both the Rother Local Strategic Partnership and in Strategic Partnership work at county level.

### **5. PROJECT WORK**

#### **5.1 LOCAL ACTION PLANS**

The Local Action Plan programme has continued to deliver plans from the rural areas where 14 plans had been published with 8 still in progress by March 2009. In addition Action in Rural Sussex were working with a further 5 small parishes to deliver plans. The emphasis of the programme was moving towards the urban area of Bexhill. RVA worked closely with the Bexhill Town Forum and District Councillors to create an overall plan for Bexhill with separate chapters for each of the wards.

#### **5.2 SOCIAL ENTERPRISE**

Over the 2 years of this project 103 emergent social entrepreneurs were identified and supported. Of these 31 are actively pursuing the development of a new social enterprise but have yet to start trading and 25 new social enterprises are trading. These new businesses are working in a wide variety of sectors including the arts and media; health and social care; catering; retail; recycling; gardening and information technology. 44 people received training linked to their entrepreneurial ideas and the businesses have created 19.5 full time equivalent jobs.

#### **5.3 BYPS PROJECT**

The Bexhill Young Peoples Services Lottery funding came to an end in March 2009. The project had supported work across three centres in Bexhill the Bexhill Youth and Community Centre, the Drill Hall and Sidley Young People's Centre. It had been hoped that the additional support given to these areas during the project and changes to Youth Development Service funding for Bexhill would lead to a sustainable future for these youth centres. This has not proved to be the case with the Drill Hall project closing when Lottery funding ceased and only Bexhill Youth and Community Centre continuing to deliver services for young people at this time. There is particular concern at the current closure of youth provision in Sidley, an area of extreme need.

## **PUBLIC BENEFIT**

The Directors / Trustees have considered their duty set out in Section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Commission, and in their opinion the foregoing report on the achievements and performance demonstrates that they have complied therewith.

## **FINANCIAL PERFORMANCE**

**Income** from grants receivable reduced from £108,702 to £98,782. Significant changes to grant income received during the year were:

- a) £20,000 received from Amicus Horizon to provide equipment and cover initial operating costs for the Rother Garden Services project that commenced in September 2008
- b) In 2007/8 RVA received a one off grant of £20,000 from Rother District Council to cover costs incurred in moving into the Old Bank Chambers in Bexhill.
- c) There was a reduction in grants received from the Hastings and Rother Primary care trust of £2,500.
- d) The grants in 2007/8 included a sum of £9,166 to provide a rent free period in our offices in Bexhill. This rent free period ceased in July 2008 reducing grant income by £6,686.

Income from charitable activities in 2008/9 increased from 2007/8 by £3,014 from £134,225 to £137,239. This reflects the successful continuation of the projects managed or supported by RVA year on year. The result of the small increase in income from charitable activities and lower level of grant income has meant a reduction in the percentage of income dependent on grants from 45% of RVA income in 2007/8 to 38% in 2008/9.

**Expenditure** from charitable activities totalled £257,183 (2007/8 £241,126) for the year of which £185,829 (£153,064) was spent on staff costs representing 72% (63%) of RVA total costs.

**Reserves** reduced by £22,085 from £72,011 to £49,926 in the year.

## **PAID STAFF**

RVA employed 7 staff: Ian Coleman; Rod Davidson; Martin Fisher; Christina Hall; Clive Mills; Joyce Rook; Gina Sanderson

Undergraduate work placement: Sabrina Courtnell

Rother Garden Services: John Willis + 2 trainee gardeners through JobCentrePlus and Tomorrow's People

## **VOLUNTEERS**

RVA would like to recognise the hard work of all the volunteers who work both directly with RVA and through the projects it runs. The amount of time, enthusiasm and expertise these volunteers bring to local projects improves the quality of life in Rother immeasurably.

## **DIRECTORS / TRUSTEES**

Directors of the Company are also Trustees of the Charity and exercise their authority through the Board which meets at least four times a year.

**RVA BOARD**

<b>Directors / Trustees</b>	Chair	Josephine Kirkham
	Deputy Chair	Dennis Smith
		Jay Brewerton
		Margaret Lea
		Tony Pickett
		Linda Seddon
		Ruby Willis

**Treasurer** Roderick Davidson

**COMPANY SECRETARY & CHIEF OFFICER**

Gina Sanderson

**ADVISORS**

Brenda Mason	Rother District Council
Peter Aston	Hastings and Rother NHS Trust
Paul Rideout	East Sussex County Council

**REGISTERED ADDRESS**

Rother Voluntary Action  
The Old Bank Chambers  
1 Buckhurst Road  
Bexhill-on-Sea, East Sussex, TN40 1QF

**BANKERS**

Lloyds TSB plc	CAF Bank Limited
17 Wellington Place	25 Kings Hill Avenue
Hastings, East Sussex,	Kings Hill, West Malling, Kent
TN34 1NX	ME19 4JQ

**INDEPENDENT EXAMINER**

Miss Carol E. Barfoot ACA  
20 Eversley Road,  
Bexhill-on-Sea, East Sussex, TN40 1HE

**ACCOUNTANTS**

Gibbons Mannington  
Chartered Accountants,  
20 Eversley Road,  
Bexhill-on-Sea, East Sussex, TN40 1HE

By order of the Directors / Trustees

*Gina Sanderson*  
*Company Secretary*

*24<sup>th</sup> September 2009*

**INDEPENDENT EXAMINERS REPORT ON THE ACCOUNTS  
TO THE DIRECTORS / TRUSTEES OF “ROTHER VOLUNTARY ACTION”  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2009**

I report on the accounts of the Charity for the year ended 31<sup>st</sup> March 2009, which are set out on pages 8 to 15.

**Respective responsibilities of directors / trustees and examiner**

The charity's directors / trustees are responsible for the preparation of the accounts. The charity's directors / trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to

- examine the accounts under section 43 of the 1993 Act,
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act, and
- to 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 Commissioners. 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 the 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 41 of the 1993 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act

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.

Gibbons Mannington  
20 Eversley Road,  
Bexhill-on-Sea,  
East Sussex,  
TN40 1HE.

Carol E. Barfoot  
Chartered Accountant

12<sup>th</sup> October 2009

**ROTHER VOLUNTARY ACTION  
STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31ST MARCH 2009**

	Notes	Unrestricted Fund	Restricted Fund	Total 2009	Total 2008
<b>Incoming Resources</b>					
Incoming Resources from Generated Funds:					
Voluntary Income					
Grants Receivable	2	78,342	20,440	98,782	108,702
Incoming Resources from Charitable Activities:					
Project income and support		64,207	55,721	119,928	113,779
Management Charges		500		500	11,500
Rent Receivable		7,500		7,500	7,500
Meeting Room Hire		2,114		2,114	353
Use of Photocopier		1,641		1,641	509
Income from Cash Investments		5,556		5,556	584
Other Incoming Resources:					
Transfer of funds from Battle/Rye CVS				0	2,098
<b>Total Incoming Resources</b>		<u>159,860</u>	<u>76,161</u>	<u>236,021</u>	<u>245,025</u>
<b>Resources Expended</b>					
Charitable Activities	3	180,739	76,444	257,183	241,126
Governance Costs:					
Management and Administration	4	923	0	923	943
<b>Total Resources Expended</b>		<u>181,662</u>	<u>76,444</u>	<u>258,106</u>	<u>242,069</u>
<b>Net Movement in Funds</b>		(21,802)	(283)	(22,085)	2,956
<b>Reconciliation of Funds</b>					
Total Funds brought forward at 1st April 2008		65,434	6,577	72,011	69,055
<b>Total Funds carried forward at 31st March 2009</b>		<u>£43,632</u>	<u>£6,294</u>	<u>£49,926</u>	<u>£72,011</u>

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

**ROTHER VOLUNTARY ACTION  
BALANCE SHEET AS AT 31ST MARCH 2009**

	Notes	2009	2008
<b>FIXED ASSETS</b>	<b>6</b>	4,978	4,328
<b>CURRENT ASSETS</b>			
Debtors	7	32,906	14,989
Cash at Bank and in Hand		97,827	103,210
<b>Total Current Assets</b>		<u>130,733</u>	<u>118,199</u>
<b>LIABILITIES</b>			
Creditors: Amounts falling due within one year	8	<u>85,785</u>	<u>50,516</u>
<b>Net Current Assets</b>		44,948	67,683
<b>Net Assets</b>		<u>£49,926</u>	<u>£72,011</u>
<b>THE FUNDS OF THE CHARITY</b>			
Restricted	9	6,294	6,577
Unrestricted	10	43,632	65,434
<b>Total Charity Funds</b>		<u>£49,926</u>	<u>£72,011</u>

The charitable company is entitled to exemption from audit under Section 249A(2) of the Companies Act 1985 for the year ended 31st March 2009.

The trustees have not required the charitable company to obtain an audit of its financial statements for the year ended 31st March 2009 in accordance with Section 249B(2) of the Companies Act 1985.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Section 221 of the Companies Act 1985, 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 income and expenditure for each financial year in accordance with the requirements of Section 226 and which otherwise comply with the requirements of the Companies Act 1985 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1995 relating to small charitable companies and with the Financial Reporting Standards for Smaller Entities (effective January 2007).

Approved on behalf of the Board on 24th September 2009 and signed on its behalf by:

Josephine Kirkham  
Chairman

Gina Sanderson  
Secretary

**ROTHER VOLUNTARY ACTION  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31ST MARCH 2009**

**1. Accounting Policies**

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standards for Smaller Entities (effective January 2007), the Companies Act 1985 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities. All activities of the Charity are being continued and there were no changes in policy during the year.

**Funds**

The financial statements distinguish between restricted and unrestricted funds. The former are received as grants and are subject to restrictions on the purposes for which they may be used.

Unrestricted funds are those where there are no externally imposed restrictions. They include those freely available to the charity for expenditure or appropriation to reserves for internally designated purposes.

**Incoming Resources**

All income with the exception of grants is accounted for when received. Grants are accounted for when confirmation is received of the charities entitlement of the grant. Rental income is accounted for when receivable.

**Resources Expended**

All expenditure is accounted for when incurred.

**Fixed Assets**

Fixed Assets have been included at cost and are depreciated at a rate designed to write the assets off over their useful lives as follows:

Computer Equipment	Straight Line Basis over three years
Motor Vehicle	Straight Line Basis over four years

**Current Assets**

Amounts owing to the charity at 31st March are shown as debtors. The cash held by the charity is with CAF Bank Limited, Lloyds TSB plc. or as Cash in Hand.

**Current Liabilities**

Amounts owing by the charity at 31st March are shown as creditors.

<b>2. Grants Received</b>	<b>Unrestricted Fund</b>	<b>Restricted Fund</b>	<b>Total 2009</b>	<b>Total 2008</b>
Rother District Council	31,500		31,500	51,800
Rother District Council - Safer Rother Partnership		290	290	0
East Sussex County Council	26,326		26,326	26,750
Hastings & Rother Primary Care Trust	14,186		14,186	16,686
Amicus Horizon		20,000	20,000	300
Hastings Voluntary Action	2,750		2,750	750
Hastings Voluntary Action - ChangeUp Programme	1,400		1,400	0
Rother Homes		150	150	0
Rother Homes (2007 Grant Refunded)	(300)		(300)	0
Neil Farrant Trust (Office's rent free period)	2,480		2,480	9,166
ESSEN			0	2,500
Action in Rural Sussex			0	750
	<u>£78,342</u>	<u>£20,440</u>	<u>£98,782</u>	<u>£108,702</u>

**ROTHER VOLUNTARY ACTION  
NOTES TO THE ACCOUNTS (CONTINUED)  
FOR THE YEAR ENDED 31ST MARCH 2009**

**3. Charitable Activities**

	<b>Unrestricted Fund</b>	<b>Restricted Fund</b>	<b>Total 2009</b>	<b>Total 2008</b>
Grant - Bexhill Citizen's Advice Bureau			0	10,000
Staff Costs	123,870	56,102	179,972	151,243
Payroll Costs	2,266		2,266	2,071
Projects: Rother Race Action		300	300	656
Social Enterprise	188	3,945	4,133	2,552
Rother Free TV	88	172	260	9,110
Local Action Plan	10,993		10,993	108
Network Events	1,261		1,261	0
Rother Gardeners	9,268	2,304	11,572	0
Rent and Office Costs	14,524	6,371	20,895	19,401
Office Refurbishment and Moving Costs			0	20,710
Rates, Building Repairs, Utilities and Cleaning	3,773		3,773	2,196
Insurance	685		685	748
Room Hire			0	112
Stationery and Computer Expenses	4,992		4,992	5,043
Marketing and Promotion			0	329
Office Equipment and Office Maintenance	3,001		3,001	3,457
Telephone and Internet	2,492	445	2,937	3,032
Fees, Licences, Books and Publications	815		815	361
Travel and Hospitality	1,303	818	2,121	2,829
Training and Course Fees	823		823	437
Legal Fees			0	1,594
Bank Charges	35		35	0
Miscellaneous	362		362	68
Depreciation		5,987	5,987	5,069
	<u>£180,739</u>	<u>£76,444</u>	<u>£257,183</u>	<u>£241,126</u>

**4. Management and Administration**

	<b>Unrestricted Fund</b>	<b>Restricted Fund</b>	<b>Total 2009</b>	<b>Total 2008</b>
Accountancy Charges	908		908	928
Annual Return Fee	15		15	15
	<u>£923</u>	<u>£0</u>	<u>£923</u>	<u>£943</u>

**ROTHER VOLUNTARY ACTION  
NOTES TO THE ACCOUNTS (CONTINUED)  
FOR THE YEAR ENDED 31ST MARCH 2009**

**5. Wages & Salaries**

	<b>2009</b>	<b>2008</b>
Staff Salaries	160,038	135,009
Employers Stakeholder Pension Contributions	4,126	3,264
Employers N.I.C.	15,808	12,970
	<u>£179,972</u>	<u>£151,243</u>

The average number of persons employed by the Charity was: 6 (2008 - 6).

During the year the charity employed the above staff, none of whom earned £50,000 p.a. or more.

**6. Fixed Assets**

	<b>Computer Equipment</b>	<b>Motor Vehicle</b>	<b>Total</b>
<b>Cost</b>			
At 1st April 2008	15,207	0	15,207
Additions during year	0	6,637	6,637
At 31st March 2009	<u>15,207</u>	<u>6,637</u>	<u>21,844</u>
<b>Depreciation</b>			
At 1st April 2008	10,879	0	10,879
Charge for the year	4,328	1,659	5,987
At 31st March 2009	<u>15,207</u>	<u>1,659</u>	<u>16,866</u>
<b>Net Book Value</b>			
At 31st March 2009	<u>£0</u>	<u>£4,978</u>	<u>£4,978</u>
At 31st March 2008	<u>£4,328</u>	<u>£0</u>	<u>£4,328</u>

**7. Debtors**

	<b>Total 2009</b>	<b>Total 2008</b>
Grants Receivable	1,400	750
Other Debtors	31,506	14,239
	<u>£32,906</u>	<u>£14,989</u>

**8. Liabilities: Amounts falling due within one year**

Balance of Funds Administered for others (see note 15)	66,992	36,352
Other Creditors	18,793	14,164
	<u>£85,785</u>	<u>£50,516</u>

**9. Restricted Funds**

	<b>Balance at 1.4.2008</b>	<b>Movement in Resources</b>			<b>Balance at 31.3.2009</b>
		<b>Incoming</b>	<b>Outgoing</b>	<b>Transfer</b>	
ChangeUp Programme - Assets	4,328		4,328	0	0
Social Enterprise	58	50,128	50,186	0	0
Rother Race Action Support	0	440	440	0	0
Community TV Project	2,191	100	2,291	0	0
Gardening Services	0	18,856	17,540	0	1,316
Gardening Services - Assets	0	6,637	1,659	0	4,978
	<u>£6,577</u>	<u>£76,161</u>	<u>£76,444</u>	<u>£0</u>	<u>£6,294</u>

**10. Unrestricted Funds**

	<b>Balance at 1.4.2008</b>	<b>Movement in Resources</b>			<b>Balance at 31.3.2009</b>
		<b>Incoming</b>	<b>Outgoing</b>	<b>Transfer</b>	
General Fund	61,122	159,860	181,662	(496)	38,824
Designated Fund:					
Building Maintenance Fund	4,312	0	0	496	4,808
	<u>£65,434</u>	<u>£159,860</u>	<u>£181,662</u>	<u>£0</u>	<u>£43,632</u>

**11. Analysis of Net Assets Between Funds**

	<b>Unrestricted Fund</b>	<b>Restricted Fund</b>	<b>Total 2009</b>	<b>Total 2008</b>
Fixed Assets	4,978	0	4,978	4,328
Current Assets	124,439	6,294	130,733	118,199
Current Liabilities	(85,785)	0	(85,785)	(50,516)
	<u>£43,632</u>	<u>£6,294</u>	<u>£49,926</u>	<u>£72,011</u>

**12. Capital and Reserves**

Every member of the charity undertakes to contribute to the assets of the charity in the event of the same being wound up while he is a member, or within one year after he ceases to be a member, for payment of debts and of the costs, charges and expenses of winding-up the same, and for the adjustment of rights of the contributors among themselves, such amount as may be required not exceeding £1.

**13. Transactions with directors and trustees**

No trustees received any remuneration, travel or subsistence expenses during the year.

**ROTHER VOLUNTARY ACTION  
NOTES TO THE ACCOUNTS (CONTINUED)  
FOR THE YEAR ENDED 31ST MARCH 2009**

**14. Commitments under Operating Leases**

At 31st March 2009 the charity/company had annual commitments under operating leases as follows:

	<b>Land &amp; Buildings</b>	
	<b>2009</b>	<b>2008</b>
Over 5 years	<u>£20,000</u>	<u>£20,000</u>

The Lease is for the period of 10 years from 15th August 2007 with a break clause on the 3rd and 6th anniversaries.

**15. Funds Administered for others**

	<b>2009</b>
<b>Local Action Plan</b>	
Balance at 1st April 2008	36,352
<i>Income</i>	
Rother District Council	<u>4,500</u>
	40,852
<i>Expenditure</i>	
Grants:	
Sedlescombe Parish Council	2,000
Catsfield Parish Council	2,000
Burwash Parish Council	1,400
Brede Parish Council	1,000
Crowhurst Parish Council	400
Hurst Green Parish Council	2,000
Pett Parish Council	600
Udimore Parish Council	750
Rye Town Council	<u>2,000</u>
	12,150
	<u><u>£28,702</u></u>

**ROTHER VOLUNTARY ACTION  
NOTES TO THE ACCOUNTS (CONTINUED)  
FOR THE YEAR ENDED 31ST MARCH 2009**

**15. Funds Administered for others (continued)**

	<b>2009</b>
<b>Hastings and Rother Primary Care Trust</b>	
<i>Small Grants Scheme</i>	
Balance at 1st April 2008	0
<i>Income</i>	
Hastings and Rother Primary Care Trust	30,000
	30,000
<i>Expenditure</i>	
Grants:	
Growing Needs	1,000
St Mary's Community Hall, Udimore	600
Sussex Association for Spina Bifida	1,000
East Sussex Hearing Resource Centre	1,000
Marsham Older People's Project	1,000
Bexhill Neighbourhood Gardeners	1,000
Age Concern Day Centre, Rye	942
Battle Community Transport	1,000
Sidley Friendship Club	1,000
AARC	980
Pathways	1,000
	10,522
	£19,478
 <i>HIMP Working Groups</i>	
Balance at 1st April 2008	0
<i>Income</i>	
Hastings and Rother Primary Care Trust	40,000
	40,000
<i>Expenditure</i>	
Grants:	
Accident Prevention Group	4,525
Mental Wellbeing Group	5,870
Food and Physical Activity Group	2,260
Tobacco Control Group	8,533
	21,188
	£18,812
 <b>Summary</b>	
Local Action Plan	28,702
Hastings and Rother Primary Care Trust:	
Small Grants Scheme	19,478
HIMP Working Groups	18,812
	£66,992