

# **TravellerSpace Annual Report**



**2017 - 2018**

**Charity Registration Number:** 1150075

**Company Registration Number:** 8283049

**Trustees:** Emma Joyce; Stephanie James; Deborah Fox; Jenifer McFadden; Kayleigh Fleming; John Tremelling & Sally Bowers

**Chief Executive Officer:** Caroline Dann

**Registered Office:** Room 401, Fourth Floor, PZ360, St Marys Terrace, Penzance, Cornwall TR18 4DZ

**Independent Examiner:** Dick Maule

**Bankers:** Reliance Bank Ltd, Faith House, 23-24 Lovat Lane, London EC3R 8EB

### **Our Aims and Objectives**

Our charity's purposes as set out in the objects contained in the constitution are:

1. To promote health, advance education and relieve the needs of the Gypsy and Traveller communities, primarily in the South West of England, in particular but not exclusively by:

a) Providing information, advocacy, advice and support to Gypsies and Travellers

Working with statutory and non-statutory agencies or bodies to help provide better services that are needed by Gypsies and Travellers

2. The promotion of equality of treatment and diversity particularly in relation to Gypsies and Travellers for the public benefit by:

a) informing and educating the public about the Traveller way of life and the needs of Gypsies and Travellers; and

b) promoting activities that foster good relations between Gypsies and Travellers and the communities in which they live

### **Ensuring our work delivers our aims**

We review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to Gypsy & Traveller communities.

The review also helps us to ensure our aim, objectives and activities remained focused on our stated purposes. We refer to the Charity Commissions general guidance on public benefit when reviewing our aim and objectives and in planning our future activities. In particular the trustees consider how planned activities will contribute to the aims and objectives they have set.

### **Reserves Policy**

The trustees continuously review their policy on free reserves, taking advice from the auditor and consulting Charity Commission guidance, and the Company continues to aim to build up its free reserves to three months' normal operating costs, circa £50,000.

### **Financial Review**

TravellerSpace's activities were funded by Children In Need, Henry Smith, Tudor Trust, Lloyds, Peoples Health Trust, Heritage Lottery, Trusthouse Charitable Trust, Lush, Postcode Lottery and Together for Families.

Note 2 provides a breakdown of the expenditure on charitable activities from all sources. It will be noted that 74% of the funding is on staff costs.

All of the funding detailed in Notes 2 and 3 supports delivery of TravellerSpace's priorities.

The principal financial management policies in force during the year include:

Financial records are kept so that TravellerSpace can:

- (a) Meet its legal and other obligations, e.g. Charities Act 2011, Her Majesty's Revenue and Customs and common law.
- (b) Enable the trustees to fulfill responsibilities and governance role
- (c) Enable TravellerSpace to meet the contractual obligations and requirements of funders.

The financial year will end on the 31<sup>st</sup> March each year.

Accounts will be drawn up within 3 months of the end of each financial year.

Prior to the start of each financial year, the trustees will approve a budgeted income and expenditure account for the following year.

A report comparing actual income and expenditure with the budget is presented to the trustees at each board meeting (at least 4 times a year).

The AGM will appoint an appropriately qualified auditor/examiner to audit/examine the accounts for presentation to the next AGM.

The trustees will identify a treasurer in line with Charity Commission guidance.

### **Structure, Governance and Management**

The Trustees present their report and accounts for the year ended 31st March 2018, which also comprises the Directors' Report [Trustees report] required by the Companies Act 2006

Reference and administrative information set out on page 2 forms part of this report.

The charity is also constituted as a company limited by guarantee, registered under the Companies Act and its governing document is a Memorandum and Articles of Association under company legislation.

By operation of law all trustees are directors under the Companies Act 2006 and all directors are trustees under Charities legislation and have responsibilities, as such, under both company and charity legislation.

All trustee appointments are confirmed by a majority vote of the Board.

### **Public benefit statement**

In shaping the objectives for the year and planning activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'

To meet the legal requirement of 'benefit'

1. a charity's purpose must be beneficial
2. any detriment or harm that results from the purpose must not outweigh the benefit

To satisfy the 'public' aspect of 'public benefit' the charity's purpose must:

1. benefit the public in general, or a sufficient section of the public, and
2. must not give rise to more than incidental personal benefit

Based on the activities and details of TravellerSpace's achievements in 2017/18 that follow, the Trustees consider that both requirements have been fully met

## **TravellerSpace Trustees and Staff, April 2018**

### **Trustees**

Emma Joyce <i>Chair</i>	Sally Bowers	Jeni McFadden	Steph James <i>Treasurer</i>	Kayleigh Fleming	Deborah Fox <i>Secretary</i>	John Tremelling
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### **Staff**

Caroline Dann <i>Project Manager</i>	Matt Smith	Vanessa Boase	Katie Wise	Hazel Dann	Ieesha Wood	Sophie Belcher	Lorna Pierce	Karen Walton
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TravellerSpace are also greatly assisted by a number of volunteers and students on placements and by the involvement of the Trustees in the day to day activities of the charity; their support is invaluable to us.

## Report from the Chair 2018

At this time of year, we take time to reflect on how much we have achieved both as an organisation and as individuals within the team.

Taking over the running of the Teyluva Centre has been a long time coming, and after a year of negotiating we're all relieved that it's finally happened.

There is so much work ahead to get it how we want it, but already we are achieving so much more, especially having all our resources under one roof.

The support we are able to offer to project users who have missed out on education and other opportunities is of immense value and long term benefit.

The Heritage Lottery project needs a special mention – it is a really impressive piece of work and an outstanding resource for our project, with beautiful photographs and fascinating interviews, all available on the website. I hope it will continue to be used over the coming years to highlight not only the rich history & culture of Travelling people, but also the valuable work we do as a project.

We are very fortunate to have a team of staff, volunteers and dedicated committee members who work so well together, who compliment each others' strengths and feel so passionate about the work we do, wanting the best for our project users.

So I will take this opportunity to say thank you and well done to everyone.

Emma Joyce  
Chair  
May 2018

This report is for the year from April 2017 to March 2018. During this period we calculate activities and services offered by TravellerSpace have been accessed 2,642 times by 1,097 different people. Of these 273 were from a Gypsy or Traveller communities and 824 were from non-travelling background. 101 Gypsies & Travellers have been regular attendees of activities offered by the project.

During this period we:

ran a Gypsy & Traveller women's group during term time. This year we ran 36 sessions attended by a total of 26 adults and 53 children. Our open day was attended by 79 people

ran a literacy and numeracy group during term time. We ran 26 literacy groups attended by a total of 25 adults accompanied by 48 children & young people

ran 27 short course sessions delivering our own bespoke courses, as well as supporting courses run by our Cornwall College partner delivering Young Women Will Achieve activities. These were attended by 26 adults, accompanied by 53 children & young people

ran workshops for colleges, universities and other agencies, working with 189 attendees

responded to 88 direct requests for assistance. These are for a wide range of issues including: education, training, information, signposting to other agencies, help with planning issues, assistance with IT, help filling in forms

supported 13 volunteers

have had 349 children accessing Early Years' activities through our playbus

run 17 fitness & street dance sessions.

provided 45 1-1 sessions for young people not in education

run 10 playbus sessions at community events run by Horsedrawn Travellers, accessed by 81 children & young people

2017 saw the second half our Heritage Lottery Fund project.

Fortnightly sessions with Gypsy pupils at Pool Academy and further sessions in St Day, saw ten young people achieving ASDAN short course qualifications, alongside discovering more about their own family history and that of other Gypsies and Travellers.

A total of thirty two oral history interviews were deposited at the Cornwall Record Office, providing a fascinating and important archive of recollections and history for future generations. Young people involved in the project made two visits to the Record Office to find out about the work they do. Thanks go to all the staff making the visits so interesting and relevant to the young people.

The interviews and accompanying photos are also available online at [travellerspace-heritage.org.uk](http://travellerspace-heritage.org.uk)

## **St. Day Gypsy & Traveller Women's Group**

Since 2004 TravellerSpace has organised a Gypsy and Traveller women's group in St. Day. This lively and greatly valued drop-in group is held at Teyluva Children's Centre and is open to any women who want to come along, mostly being attended by residents of the nearby Wheal Jewel site and their pre-school children. A wide variety of activities are on offer, including healthy cooking, art and craft, access to the internet, driving theory practice,

and the opportunity to gain *Ascentis Awards* and *ASDAN Awards* qualifications.

The group provides a space for the women to get off site, socialise, to learn new skills and gives the young children play and learning opportunities. Other agencies including the Health Visitor, education services, Cornwall Council's Gypsy and Traveller support worker and staff from Careers South West come along to meet the women in an informal setting

An annual open day is held to celebrate all that has been achieved over the past year, with displays, food, dancing, award ceremonies, films, children's activities and art work.

Every fortnight has seen the group becoming the venue for zumba & streetdance, in partnership with Embrace Dance Fitness. These People's Health Trust funded sessions have proved very popular with both adults and children taking part in the sessions run this year.

### **Early Years' Support**

Through our playbus we provide outreach play and pre-school learning opportunities to children who may not otherwise access mainstream provision.

We are able to provide a flexible service that is responsive to the needs of individual families, wherever they are in the county. Families travelling in Cornwall for short periods of time often face frequent evictions, making access to mainstream Early Years' provision nearly impossible, with our play bus we are able to follow families where ever they move to.

We have high quality wooden toys, games and puzzles, culturally relevant story books and other publications, art and craft materials and outdoor play equipment.

During these sessions we are often approached by adults asking for help with things such as accessing health services and getting their children into school. On the playbus we carry a range of information from a wide variety of services, enabling us to signpost adults to relevant agencies and support.

We also sometimes take the playbus to events that we know will be attended by Gypsies and Travellers. These events also give us the opportunity to promote the charity in a positive way to non-travelling communities, helping breakdown the considerable barriers that can divide travelling and non-travelling communities.

All the sessions we run at Children's Centres include activities for babies and pre-school children, with trained staff overseeing an Early Years' programme. Children's progress is recorded in 'Learning Journals' which are shared with parents and carers. We are able to liaise between the school or nursery and parents, making sure all are aware of any concerns they may have and acting

as an intermediary should problems arise. We are pleased to report an increase in successful transitions between home and school, particularly into the nursery, which was previously under attended by Gypsy families.

### **Literacy & Numeracy**

Many of the Gypsies and Travellers who access our project have had little, none or a very disjointed formal education. Access to educational opportunities can be limited by a lack of appropriate child care, transport problems, fear of prejudice, negative past experience and a system that is unable to make allowance for patterns of travelling. TravellerSpace recognised that the only realistic way that some people would be able to make up for this missed learning was to facilitate our own literacy and numeracy group.

We run a weekly term time group at Teyluva Children's Centre in St Day. Child care is provided and one to one support, allowing students the chance to study for Entry Level exams.

### **One to One Support Sessions**

Alongside the literacy and numeracy classes, TravellerSpace has supported young Gypsies and Travellers in furthering their education. These sessions focus on re-engaging young people with learning and are tailored to meet their needs and interests. They are open to the whole family and not just the individual being supported, and can take place in people's homes if needed. This unique approach has proved successful where other approaches have failed. Activities include accessing the internet, craft, woodworking, cooking and sewing. Other activities are arranged at an outdoor centre, BF Adventure!

### **Training Sessions and Workshops**

Within the wider community is often much misunderstanding, misinformation and wildly inaccurate ideas about who Gypsies and Travellers are, their customs, history and the issues they face. To help counter this TravellerSpace has a programme of awareness training for schools, colleges and voluntary and statutory organisations. The training has been developed with Gypsies and Travellers and where possible they help deliver it.

The training can be tailored for the particular interests of the group it is for and covers history, 'myth-busting', barriers faced by Gypsies and Travellers to participating in wider society, challenging racism and practical suggestions for those encountering Gypsies and Travellers in their work etc

All who received training in the previous year have reported increased understanding of the issues affecting Gypsies & Travellers.

## **On-line**

TravellerSpace has made much use of social media, to disseminate news & information to a wide range of individuals and organisations and to directly communicate with clients and supporters.

We monitor media sources on a daily basis for relevant stories, providing a news feed for the nearly six thousand members of the Gypsy, Roma & Traveller Facebook group. This group is accessed by most of the Gypsy & Traveller activists in the UK and Ireland and we are acknowledged as providing an essential service.

Our own Facebook page & blog group allows us to talk directly to our beneficiaries and gives us an opportunity to pass on information directly related to Cornwall & the South West. We also have a presence on Twitter with a rapidly growing following.

Our social media profile has led to our being contacted by Gypsies and Travellers in the wider UK, with requests for information & support. Where appropriate we sign post these enquiries to other more local services.

In the next year we intend to revamp our existing website to better integrate it with our social media presence

## **Networking and Partnerships**

We have had formal and informal partnerships more than 40 agencies during the past year, including

BF Adventure  
Friends, Families and Travellers  
Careers South West  
Numbers Nursery  
Community Law Partnership  
Diversity Network For Cornwall  
Cornwall Council Equality & Diversity Voluntary Sector Forum  
Plymouth University  
Ruston Planning  
Sunny Days Nursery  
Cornwall Health Visiting Team  
The People's Health Trust  
Talent Match  
Embrace Dance Fitness  
Golowan Community Festival  
Headstart Kernow  
Cornwall Family Support  
West Cornwall Diversity Action Network  
Hall for Cornwall

Cornwall Council Equality & Diversity Service  
St. Day & Caharrack School  
Pool Academy  
Cornwall Adult Education Service  
Cornwall Education Welfare Service  
Cornwall Housing  
Devon & Cornwall Police Diversity officers  
Cornwall Records Office  
The Learning Partnership  
Cornwall Council Planning department  
Royal Cornwall Hospitals Trust  
Cornwall Health Visitors  
Young Mums Will Achieve  
Cornwall College  
Cornwall Council Social Care  
Cornwall Council Gypsy & Traveller Support Worker  
Rosewarne College  
Addaction  
Truro & Penwith College  
Cornwall Dental Service

## **Forums**

TravellerSpace is represented at the following forums and committees.

Cornwall Gypsy & Traveller Keyworker meeting  
Cornwall Third Party Reporting of Hate Crime & Incidents  
Cornwall Gypsy & Traveller Forum  
Teyluva Centre Steering group  
West Cornwall Diversity Action Group  
Cornwall Youth Work Partnership

Our involvement with networks such as the Diversity Network for Cornwall has enabled us to reach a wide range of organisations, allowing us to ensure Gypsy and Traveller issues are kept in sight and taken account of.

## **Staff and Volunteer Development**

TravellerSpace's greatest strength is in having truly dedicated and caring team of staff and volunteers. TravellerSpace staff need to be responsive, flexible and reflective of their own practice to best support the project's users (and must have a good sense of humour!). Each session is followed by a debrief, giving staff and volunteers space to discuss any issues arising, plan for future sessions and to consider what went well and what maybe didn't. More in depth meetings are held monthly and all staff and volunteers have access to regular supervision.

Alongside mandatory training in areas such as Safeguarding and Health and Safety TravellerSpace is committed to supporting the ongoing professional development of our staff and volunteers, encouraging the uptake of training and learning opportunities when they become available.

## **Progress**

We are very pleased with the level of engagement with activities we have offered. It has become apparent just how valued the services we provide are, with regular attendance and people even coming back to Cornwall when off travelling so as not to miss events and activities.

## **Steering group**

The Steering group for project users meets monthly to decide on which activities we run, how they are run and to seek feedback from other community members.

This is a significant step towards our project users taking ownership of the group and is increasingly influential in how we run TravellerSpace, what activities and support we offer and how we provide it.

Members now plan activities for the month ahead, consulting their peers and making a poster for everyone to see with all the activities in pictorial form. New activities and suggestions from this group have been implemented and acted on.

The skills learnt as part of the steering group will help project users gain confidence in negotiating their relationship with the world outside their immediate community and in taking part in activities in the wider community.

## **Plans for 2018-19**

The Teyluva Centre

In February of this year we took over the running of Teyluva Children's Centre.

There is much work to do - we have secured 3 grants to cover our running costs this year, from LUSH, Trusthouse, and the Postcode Lottery.

However we need increased income in order to decorate the inside, revamp the garden and purchase new equipment.

We are now applying for funding from April 2019 to cover project costs as well as running costs for the Centre.

**Capacity building-** TravellerSpace will build on the success of our work in offering young people the opportunity to increase their skills and work towards a qualification.

We will continue to offer a wider range of Ascentis, ASDAN and other awards to Gypsies & Travellers not in education or training and to support and encourage other agencies to engage with our project users, so that they can access a range of opportunities in the wider community

**Training**– TravellerSpace continues to offer Gypsy and Traveller led training for service providers, schools and the wider community. It is essential to raise awareness of issues affecting Travelling people to counter prejudice & discrimination, and to improve the way that essential services are delivered.

**Volunteering**– We recognise that TravellerSpace relies heavily on volunteers to enable us to offer the much-needed one to one support to the children and young people we work with.

We wish to offer training and expenses to our highly valued volunteers, so that their hard work is rewarded with opportunities for personal development, training and experience, increasing both their value to TravellerSpace and their employability.

### **Trustees' responsibilities**

The trustees (who are also directors of TravellerSpace for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the

charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant information of which the charitable company's independent examiner is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the independent examiner is aware of that information.

Emma Joyce  
Chair

Caroline Dann  
Project Manager

May 2018

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

I report on the accounts of the company for the year ended 31<sup>st</sup> March 2018 which are set out on pages 14 to 21.

### **Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

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

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

### **Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

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

*Dick Maule FCA*

*3, Penlee View Terrace, Penzance, TR18 4HZ*

*Date*

## TravellerSpace

### Statement of Financial Activities for the year ended 31st. March 2018

	Notes	Unrestricted Funds	Restricted Funds	Total Funds	
		2018	2018	2018	2017
		£	£	£	£
<b>Income from</b>					
Investment income		-	-	-	8
<i>Charitable activities</i>					
Grants and contracts		787	142,730	143,517	145,469
Training and other earned income		<u>2,360</u>	<u>-</u>	<u>2,360</u>	<u>362</u>
<b>Total</b>		3,147	142,730	145,877	145,839
<b>Expenditure on:</b>	[2]				
Charitable activities		<u>12,858</u>	<u>156,271</u>	<u>169,129</u>	<u>150,775</u>
<b>Net income / [expenditure]</b>		(9,711)	(13,541)	(23,251)	(4,935)
Total funds brought forward		54,194	61,697	115,891	120,827
Transfers between funds		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total funds carried forward</b>		<u><u>44,483</u></u>	<u><u>48,157</u></u>	<u><u>92,640</u></u>	<u><u>115,891</u></u>

## TravellerSpace

### Balance Sheet as at 31st. March 2018

	Notes	£	2018 £	2017 £
<b>Tangible assets</b>	(3)		13,088	<u>17,451</u>
<b>Current assets</b>				
Debtors and prepayments	(4)	6,794		7,796
Cash at bank and in hand		<u>73,383</u>		<u>91,269</u>
<i>Total current assets</i>		80,177		99,065
<b>Current liabilities</b>				
Creditors: amounts falling due within 12 months	(5)	<u>(625)</u>		<u>(625)</u>
<i>Net Current assets</i>			<u>79,552</u>	<u>98,440</u>
<b>Net Assets</b>			<u>92,640</u>	<u>115,891</u>
<b>The funds of the charity</b>				
Unrestricted funds			44,493	54,194
Restricted funds			<u>48,147</u>	<u>61,697</u>
<b>Total charity funds</b>			<u>92,640</u>	<u>115,891</u>

For the year ended 31st March 2018:

The company was entitled to the exemption from audit under section 477[2] of the Companies Act 2006

The members have not requested the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the act with respect to accounting records and for the preparation of the accounts.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies` regime.

The financial statements were approved and authorised for issue by the trustees on dated:-

and signed on their behalf by:

On behalf of the Trustees .....

**Notes to the accounts for the year ended 31st. March 2018**

**(1) Principal Accounting Policies**

The principal accounting policies adopted in the preparation of the financial statements are set out below and have remained unchanged from the previous year.

**(a) Basis of preparation**

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, as updated by Update Bulletin 1 issued on 2 February 2016, the Charities Act 2011 and the Companies Act 2006.

The financial statements have been prepared under the historical cost convention.

**(b) Fund accounting**

[i] Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

[ii] Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.

[iii] Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

**(c) Income**

Income is 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.

[i] Income 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.

[ii] Donated services and facilities are included at the value to the charity where this can be quantified.

[iii] The value of services provided by volunteers has not been included in these accounts.

[iv] Investment income is included when receivable.

[v] Income from charitable trading activity are accounted for when earned.

[vi] Income from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

**(d) Expenditure**

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered

[i] Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.

[ii] 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

[iii] 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.

## TravellerSpace

### Notes to the accounts for the year ended 31st. March 2018

#### (1) Principal Accounting Policies

##### (e) Fixed assets

Tangible fixed assets are written off over the expected useful life of the asset, at 25% per annum on a reducing balance basis.

#### (2) Expenditure

	Charitable Activities	Total
	2018	2017
	£	£
Consultancy	850	713
Play equipment	255	190
Travel	7,969	7,192
Publicity, printing, postage, stationery	1,000	1,282
Office costs	3,975	3,594
Rent	7,445	5,916
Telephone	2,528	2,514
Wages	124,626	113,960
Vehicle costs	6,520	2,660
Independent examiner's fees	625	625
Depreciation	4,363	5,817
Film and other projects	5,852	3,672
Volunteer expenses	1,122	352
Non-capitalised equipment	347	869
Bank charges	9	22
Trustees expenses	580	1,207
Professional fees	732	90
Repairs and maintenance	<u>331</u>	<u>100</u>
	<u>169,129</u>	<u>150,775</u>

#### (3) Fixed Assets

	Motor Vehicles £
Cost : balance brought forward	<u>61,480</u>
Depreciation	
balance brought forward	44,029
charge for the year	<u>4,363</u>
	<u>48,392</u>
Net book value 31st. March 2018	<u>13,088</u>
Net book value 31st. March 2017	<u>17,452</u>

## TravellerSpace

### Notes to the accounts for the year ended 31st. March 2018

#### (4) Debtors

	2018	2017
	£	£
Debtors and prepayments	<u>6,794</u>	<u>7,796</u>

#### (5) Creditors: amounts falling due within 12 months

Deferred grants	-	-
Sundry creditors	<u>625</u>	<u>625</u>
	<u>625</u>	<u>625</u>

#### (6) Movements in funds

	Balance at 1.4.2017	Income	Expenditure	Transfers in year	Balance at 31.3. 2018
	£	£	£	£	£
<b>Restricted funds</b>					
Postcode Lottery	-	16,020	(5,331)	-	10,689
Children In Need	-	34,092	(34,092)	-	-
Peoples Health Trust	2,193	6,279	(8,472)	-	-
Lloyds	2,904	23,703	(26,607)	-	-
Lush	-	4,860	(4,860)	-	-
Trusthouse	-	8,196	(4,098)	-	4,098
Henry Smith	26,600	-	(26,600)	-	-
Tudor Trust	30,000	30,000	(30,000)	-	30,000
Heritage Lottery	-	12,842	(12,842)	-	-
Together for Families	-	6,738	(3,369)	-	3,369
	<u>61,697</u>	<u>142,730</u>	<u>(156,271)</u>	<u>-</u>	<u>48,156</u>
<b>Unrestricted funds</b>					
<b>General funds</b>	<u>54,194</u>	<u>3,147</u>	<u>(12,858)</u>	<u>-</u>	<u>44,483</u>

## TravellerSpace

### Notes to the accounts for the year ended 31st. March 2018

#### Movements in funds [prior year]

	Balance at 1.4.2016 £	Income £	Expenditure £	Transfers in year £	Balance at 31.3. 2017 £
Restricted funds					
Allen Lane	-	3,000	(3,000)	-	-
Children In Need	-	33,519	(33,519)	-	-
Peoples Health Trust	349	23,123	(21,279)	-	2,193
Lloyds	-	22,892	(16,521)	(3,467)	2,904
Comic Relief	2,496	2,304	(4,800)	-	-
Henry Smith	25,700	26,600	(25,700)	-	26,600
Tudor Trust	30,000	30,000	(30,000)	-	30,000
Heritage Lottery	10,326	-	(13,499)	3,173	-
	<u>68,871</u>	<u>141,438</u>	<u>(148,318)</u>	<u>(294)</u>	<u>61,697</u>
Unrestricted funds					
General funds	<u>51,956</u>	<u>4,401</u>	<u>(2,457)</u>	<u>294</u>	<u>54,194</u>

## TravellerSpace

### Notes to the accounts for the year ended 31st. March 2018

#### (7) Employee information

Number of employees	Average monthly head count	2018	2017
		4	4

No employee received emoluments of more than £60,000.

	£	£
Salaries and wages	119,116	110,192
Social security costs	5,510	3,768
	<u>124,626</u>	<u>113,960</u>

#### (8) Trustees information

Trustees remuneration and expenses	<u>580</u>	<u>1,207</u>
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The trustees received no remuneration in the year. Expenses relate to travel costs.

#### (9) Analysis of net assets between funds

	General Funds	Restricted Funds	Total
	£	£	£
Tangible fixed assets	13,088	-	13,088
Current assets	32,021	48,156	80,177
Current liabilities	<u>(625)</u>	<u>-</u>	<u>(625)</u>
Net assets at 31st March 2018	<u>44,484</u>	<u>48,156</u>	<u>92,640</u>

## TravellerSpace

### Notes to the accounts for the year ended 31st. March 2018

#### (12) Analysis of prior year funds to comply with FRS 102 requirements

## TravellerSpace

### Statement of Financial Activities for the year ended 31st. March 2017

	Notes	Unrestricted Funds	Restricted Funds	Total Funds	
		2017	2017	2017	2016
		£	£	£	£
<b>Income from</b>					
Investment income		8	-	8	6
Charitable activities					
Grants and contracts		4,031	141,438	145,469	194,907
Training and other earned income		362	-	362	12,235
<b>Total</b>		<u>4,401</u>	<u>141,438</u>	<u>145,839</u>	<u>207,148</u>
<b>Expenditure on:</b>	[2]				
Charitable activities		<u>2,457</u>	<u>148,318</u>	<u>150,775</u>	<u>143,270</u>
<b>Net income / [expenditure]</b>		1,945	(6,880)	(4,935)	63,878
Total funds brought forward		51,956	68,871	120,827	56,949
Transfers between funds		<u>294</u>	<u>(294)</u>	<u>-</u>	<u>-</u>
<b>Total funds carried forward</b>		<u><u>54,194</u></u>	<u><u>61,697</u></u>	<u><u>115,891</u></u>	<u><u>120,827</u></u>