

**COMPANY REGISTRATION NUMBER 03071683**

**SANDWELL COMMUNITY INFORMATION AND  
PARTICIPATION SERVICE LIMITED**

**COMPANY LIMITED BY GUARANTEE**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED**

**31 MARCH 2023**

**Charity Number 1097702**

**SANDWELL COMMUNITY INFORMATION AND  
PARTICIPATION SERVICE LIMITED**

**COMPANY LIMITED BY GUARANTEE**

**FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2023**

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**SANDWELL COMMUNITY INFORMATION AND  
PARTICIPATION SERVICE LIMITED**

**COMPANY LIMITED BY GUARANTEE**

**MEMBERS OF THE BOARD AND PROFESSIONAL ADVISERS**

**Registered charity name** Sandwell Community Information and Participation Service Limited

**Charity number** 1097702

**Company registration number** 03071683

**Registered office** 2nd Floor  
The National Metalforming Centre  
47 Birmingham Road,  
West Bromwich  
West Midlands  
B70 6PY

**Directors and trustees** Mrs A Docker  
Mr A D Averis  
Mr T Davys  
Mrs E E Dunn  
Ms G Francis  
Ms K C Y Gordon  
Mrs J Grantham  
Ms M Lipton  
Miss J E Purcell  
Mr T Purcell  
Mr L Smith  
Ms S Smith  
Mr M J Spencer  
Mr L Turner

**Secretary** Ms J Macmillan

**Independent examiner** Mr J S Pye FCCA  
23 Carline Crescent  
Shrewsbury  
Shropshire  
SY3 7EU

**SANDWELL COMMUNITY INFORMATION AND  
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**COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT** *(continued)*

**YEAR ENDED 31 MARCH 2023**

The Directors and Trustees, who are also directors for the purposes of company law, present their report and the unaudited financial statements of the company for the year ended 31 March 2023.

**REFERENCE AND ADMINISTRATIVE DETAILS**

Reference and administrative details are shown in the schedule of members of the board and professional advisers on page 1 of the financial statements.

**THE DIRECTORS AND TRUSTEES**

The Directors and Trustees who served the company during the period were as follows:

Mrs A Docker  
Mr A D Averis  
Mr T Davys  
Mrs E E Dunn  
Mr R Flatley  
Ms G Francis  
Mr J Gallagher  
Ms K Y C Gordon  
Mrs J Grantham  
Ms M Lipton  
Mrs E Plummer  
Miss J E Purcell  
Mr T Purcell  
Mr L Smith  
Ms S Smith  
Mr M J Spencer  
Mr L Turner

Mr R Flatley retired on 17 September 2022.  
Mrs E Plummer retired on 17 September 2022.  
Mr J Gallagher retired on 29 June 2023.  
Miss J E Purcell appointed on 17 September 2022.  
Ms M Lipton appointed on 17 September 2022.  
Mr L Turner appointed on 17 September 2022.

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**TRUSTEES ANNUAL REPORT *(continued)***

**YEAR ENDED 31 MARCH 2023**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**(a) Governing document**

Sandwell Community Information and Participation Service Limited (formerly known as Sandwell Tenants and Residents Federation Limited) achieved charitable status on 28 May 2003 (registered number 1097702) and is a company limited by guarantee (registered number 03071683).

**(b) Organisational structure**

Sandwell Community Information and Participation Service Limited (SCIPS) has a management committee of up to 15 members who meet regularly and are responsible for the strategic direction and policy of the charity.

A scheme of delegation is in place and day to day responsibility for the provision of services rests with a manager, Jan Macmillan who is responsible for ensuring that the charity delivers the services specified. The manager has responsibility for ensuring the day to day operational management of the charity, individual supervision of the staff team and ensuring that the staff team continue to develop their skills and working practices in line with good practice.

**(c) Appointment of trustees**

The directors of the company are also charity trustees for the purposes of charity law. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Under the requirements of the Memorandum and Articles of Association trustees are elected to the management committee to serve for a period of up to three years after which trustees must be re-elected at the next annual general meeting.

**(d) Trustee induction and training**

New trustees undergo an orientation day to brief them on legal obligations under charity law, the content of the charity's Memorandum and Articles of Association, the committee and decision making process and the recent financial performance of the charity. During the induction they meet key employees and other trustees and are supplied with a comprehensive board manual containing copies of all current policies and procedures. Trustees are encouraged to attend appropriate external training events where these will facilitate the understanding of their role.

**(e) Risk management**

The trustees have examined the major strategic, business and operational issues which the organisation faces. They confirm that systems are in place to enable regular reports to be produced so that necessary steps can be taken to reduce risks.

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**TRUSTEES ANNUAL REPORT *(continued)***

**YEAR ENDED 31 MARCH 2023**

**OBJECTIVES AND ACTIVITIES**

The objects and principal activities of the charity are to promote the benefits of the residents of the Metropolitan Borough of Sandwell (SMBC) in the West Midlands by associating the residents, local authorities and voluntary organisations with the common aim of:

- (a) advancing education, protecting health and relieving poverty or sickness and
- (b) providing or assisting in the provision of facilities in the interests of social welfare for recreation and leisure time occupation.

In order, therefore, to fulfil its objects and principal activities the charity provides support, information, training and advocacy to tenant and community groups in the Metropolitan Borough of Sandwell, thus aiming to provide communities with the confidence and skill to enable them to influence decisions which affect their homes and environment.

**ACHIEVEMENTS AND PERFORMANCE**

- a) Continued delivery of core services

SCIPS has continued to deliver services and support to tenants and residents' groups across Sandwell and has attended 115 community meetings throughout the year. During the year 12 Board meetings and 5 general open meetings were held. A focus of our core work has been responding to and supporting residents deal with the cost of living crisis. SCIPS continued to circulate relevant up to date information through 12 newsletters and provided funding and news articles via our website. A total of 217 news articles were uploaded receiving over 11,778 hits. In addition 618 funding opportunities were circulated which received 26,871 hits.

In September 2022 we hosted our AGM with the Director of Housing and the chair of Sandwell's Tenant and Leaseholder Scrutiny Panel as keynote speakers

- b) Securing SMBC Core Grant

We secured a further 3-year grant of £450k from Sandwell Council enabling us to continue to deliver services to residents in Sandwell until March 2026. The monitoring arrangements around the future grant changed requiring us to report more detailed information contributing to the new housing regulatory requirements.

- c) Developing the SMBC Tenant Engagement Strategy

We provided a wide range of support to assist with the development and delivery of SMBC's Tenant Engagement Strategy including:

- Delivering a package of training and support to the Tenant Auditor Group. This involved assisting them to undertake an audit and produce a report on fire safety in tower blocks.

## SANDWELL COMMUNITY INFORMATION AND PARTICIPATION SERVICE LIMITED

### COMPANY LIMITED BY GUARANTEE

#### TRUSTEES ANNUAL REPORT *(continued)*

#### YEAR ENDED 31 MARCH 2023

- Delivering a number of training sessions to the Tenant and Leaseholder Scrutiny group helping to build their skills to enable them to undertake effective scrutiny of housing services.
- Holding several focus groups to help inform the content and style of the annual report for tenants.
- Consulting our membership on changes to the disability facilities grant and the council insurance scheme.
- Working with housing staff to arrange an annual conference for Sandwell tenants.

#### d) Delivering Digi-Comm and development of a Succession Strategy

We continued to roll out our Lottery funded Digi-Comm programme. Along with our partner, St Albans Community Association, we delivered and, in some cases exceeded, all project targets. Throughout the year we

- Delivered 54 Click and Chat sessions in community centres.
- Improved the broadband connection in 6 venues.
- Provided training to a further 91 residents.
- Supported 41 older adults with digital support packages.
- Recruited and trained 34 volunteers to be digital champions.

The Big Lottery Reaching Communities funding came to an end in May 2023. We submitted a further bid to the Big Lottery in November 2022 and were successful in securing £362k to continue to develop and deliver the project over the next 3 years. The partnership was invited to bid for an uplift to the initial Reaching Communities bid from the Government Know Your Neighbourhood Programme. In March 2023 we were awarded over £44k to deliver additional project outcomes for 1 year.

#### e) Hateley Cross Big Local

We continued to support the Hateley Cross Big Local Partnership to deliver its community plan. The Partnership held 11 meetings and an away day to develop projects and initiatives and has delivered:

- A significant improvement programme on a number of green spaces. This included installing benches and bins, improved grounds maintenance, repairs to paths and improvements to entrances.
- A bespoke Young Voices project which worked extensively with local schools delivering activities and initiatives that builds confidence, social responsibility and encourages engagement in the wider community.
- Grant aid to Litterwatch to deliver an 'adopt a street' litter picking programme and to a local food pantry.
- A recruitment process to engage a specialist partner to deliver a 12-month programme to assist local people navigate support services to enhance their training and employment opportunities.

In February the Partnership engaged SCIPS to continue to support the programme for the next 2 ½ years until the end of the project.

# SANDWELL COMMUNITY INFORMATION AND PARTICIPATION SERVICE LIMITED

## COMPANY LIMITED BY GUARANTEE

### TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2023

#### FINANCIAL REVIEW

SCIPS is reliant upon the income derived from grants it receives from organisations such as Sandwell Metropolitan Borough Council (SMBC) and other grant making organisations. The Service Level Agreement (SLA) with Sandwell MBC runs until 31 March 2026. On 4 May 2023 we commence delivering the succession to our Digi-Comm project, Digi-Comm Power Up after securing a £362,250 grant, over three years, from the National Lottery Reaching Communities Fund.

The Statement of Financial Activities shows a gross income of **£491,025** (2022 - £356,934) and expenditure of **£431,309** (2022 - £422,353). The reserves are primarily to cover the development and future running expenses of all aspects of the organisation. The excess unrestricted reserve will be used to pilot activities and initiatives which will enable SCIPS to secure funding for new areas of work in the future.

#### Reserves policy

The trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets ("the free reserves") held by the charity should be approximately 6 months basic running costs and potential redundancy costs which equates to approximately £100,000 in general funds.

#### PLANS FOR FUTURE PERIODS

- a) Supporting the delivery of the new housing regulatory framework

Much of the new housing regulatory framework comes into force in 2023. There will be a much greater requirement to consult and involve tenants in the housing service. We will continue to develop projects and initiatives to support tenants to engage in this agenda.

- b) Delivery of the Digi-Comm Project

We will continue to roll out our successful digital project delivering it in 4 new community venues. We will support the Council in the distribution of digital equipment in the community to those who need it. Our partner organisation St Albans Community Association will continue to develop digital opportunities for older and vulnerable adults and parents involved in their pre-school project.

- c) Know Your Neighbourhood Project

We will recruit volunteers and deliver digital training in 4 community spaces within high rise buildings. This will enable residents to access digital support at a very local level. It will also provide additional services in relatively unused community spaces.



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**TRUSTEES ANNUAL REPORT *(continued)***

**YEAR ENDED 31 MARCH 2023**

d) Support to Hateley Cross Big Local Partnership

We will support the Partnership to deliver further work on green spaces across the area. This will include identifying volunteering opportunities and developing initiatives with local schools. They will complete the delivery of the employment and training programme and a phase 2 of the Young Voices project. There are also plans to engage a partner to measure the impact of the work delivered through the Big Local programme over the past 8 years.

**INDEPENDENT EXAMINER**

Mr J S Pye FCCA has been re-appointed as independent examiner for the ensuing year.

**SMALL COMPANY PROVISIONS**

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies' exemption.

Registered office:

2nd Floor  
The National Metalforming Centre  
47 Birmingham Road,  
West Bromwich  
West Midlands  
B70 6PY

Signed by order of the  
Directors and Trustees



Ms J Macmillan  
Company Secretary

12 July 2023

**SANDWELL COMMUNITY INFORMATION AND  
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**COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF  
SANDWELL COMMUNITY INFORMATION AND  
PARTICIPATION SERVICE LIMITED**

**YEAR ENDED 31 MARCH 2023**

I report on the accounts of the company for the year ended 31 March 2023 which are set out on pages 10 to 19.

**RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER**

The trustees (who are also the directors of Sandwell Community Information and Participation Service Limited 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 company 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 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 company 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.

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**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF  
SANDWELL COMMUNITY INFORMATION AND  
PARTICIPATION SERVICE LIMITED *(continued)***

**YEAR ENDED 31 MARCH 2023**

**INDEPENDENT EXAMINER'S STATEMENT**

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants which is one of the listed bodies.

I have completed my examination and I confirm that no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Mr J S Pye FCCA  
Independent examiner

23 Carline Crescent  
Shrewsbury  
Shropshire  
SY3 7EU

12 July 2023

**SANDWELL COMMUNITY INFORMATION AND  
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**COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE  
INCOME AND EXPENDITURE ACCOUNT)**

**YEAR ENDED 31 MARCH 2023**

	Note	Unrestricted funds £	Restricted funds £	Total funds 2023 £	Total funds 2022 £
<b>INCOMING RESOURCES</b>					
Incoming resources from generating funds:					
Investment income	2	461	–	461	22
Incoming resources from charitable activities - grants receivable	3	165,000	322,650	487,650	356,896
Other incoming resources	4	2,914	–	2,914	16
		<hr/>	<hr/>	<hr/>	<hr/>
<b>TOTAL INCOMING RESOURCES</b>		<b>168,375</b>	<b>322,650</b>	<b>491,025</b>	<b>356,934</b>
<b>RESOURCES EXPENDED</b>					
Charitable activities	5	(89,738)	(290,990)	(380,728)	(378,925)
Governance costs	6	(50,581)	–	(50,581)	(43,428)
		<hr/>	<hr/>	<hr/>	<hr/>
<b>TOTAL RESOURCES EXPENDED</b>		<b>(140,319)</b>	<b>(290,990)</b>	<b>(431,309)</b>	<b>(422,353)</b>
<b>NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR/NET INCOME/(EXPENDITURE) FOR THE YEAR</b>					
		<b>28,056</b>	<b>31,660</b>	<b>59,716</b>	<b>(65,419)</b>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		117,875	24,293	142,168	207,587
		<hr/>	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>145,931</b>	<b>55,953</b>	<b>201,884</b>	<b>142,168</b>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

**The notes on pages 13 to 19 form part of these financial statements.**

**SANDWELL COMMUNITY INFORMATION AND  
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**BALANCE SHEET**

**31 MARCH 2023**

	Note	2023 £	2022 £
<b>FIXED ASSETS</b>			
Tangible assets	9	2,619	4,929
<b>CURRENT ASSETS</b>			
Debtors	10	1,627	22,569
Cash at bank and in hand		<u>276,282</u>	<u>149,513</u>
		<u>277,909</u>	<u>172,082</u>
<b>CREDITORS: amounts falling due within one year</b>	11	<u>(78,644)</u>	<u>(34,843)</u>
<b>NET CURRENT ASSETS</b>		<u>199,265</u>	<u>137,239</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>201,884</u>	<u>142,168</u>
<b>NET ASSETS</b>		<u>201,884</u>	<u>142,168</u>
<b>FUNDS</b>			
Restricted income funds	12	55,953	24,293
Unrestricted income funds	13	<u>145,931</u>	<u>117,875</u>
<b>TOTAL FUNDS</b>		<u>201,884</u>	<u>142,168</u>

For the year ended 31 March 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors and trustees' responsibilities:

- the members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476; and
- the Directors and Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The balance sheet continues on the following page.

**The notes on pages 13 to 19 form part of these financial statements.**

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**BALANCE SHEET *(continued)***

**31 MARCH 2023**

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with the FRS 102 Section 1A – Small Entities.

These financial statements were approved by the Directors and Trustees and authorised for issue on the 12 July 2023 and are signed on their behalf by:



Mrs A Docker  
Director

Company Registration Number: 03071683

**The notes on pages 13 to 19 form part of these financial statements.**

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**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2023**

**1. ACCOUNTING POLICIES**

**Basis of accounting**

The financial statements have been prepared in accordance with the Charities SORP 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS 102 Section 1A – Small Entities', the Companies Act 2006 and the Charities Act 2011.

**Cash flow statement**

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the company is small.

**Company status**

The charity is a company limited by guarantee. The members of the company are the trustees named on the members of the board page. In the event of the charity being wound up the liability in respect of the guarantee is limited to £1 per member of the charity.

**Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise of unrestricted funds that have been set aside by the trustees for particular purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each fund is set out in the notes to the financial statements.

**Incoming resources**

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy.

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

Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Grants, where entitlement is not conditional on the delivery of specific performance by the charity, are recognised when the charity becomes:-

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**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2023**

**1. ACCOUNTING POLICIES** *(continued)*

Unconditionally entitled to the grant. Grants, where related performance and specific deliverables, are accounted for as the charity earns the right to consideration by performance,

Donated services and facilities are included at the value to the charity where this can be quantified,

Investment income is included where receivable.

**Resources expended**

Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered.

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

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include accountancy fees and costs linked to the strategic management of the charity.

All costs are allocated between the expenditure categories of the statement of financial activities on the 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.

**Fixed assets**

All fixed assets are initially recorded at cost.

**Depreciation**

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Fixtures and equipment - 15/33% on a straight-line basis



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**YEAR ENDED 31 MARCH 2023**

**1. ACCOUNTING POLICIES** *(continued)*

**Operating lease agreements**

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight-line basis over the period of the lease.

**2. INVESTMENT INCOME**

	Unrestricted funds	Total funds 2023	Total funds 2022
	£	£	£
Investment income	<u>461</u>	<u>461</u>	<u>22</u>

**3. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES - GRANTS RECEIVABLE**

	Unrestricted funds	Restricted funds	Total funds 2023	Total funds 2022
	£	£	£	£
SMBC Core Grant	165,000	-	165,000	150,000
Big Local Trust - Hateley Cross Grant	-	215,134	215,134	104,267
Reaching Communities – Digi-comm	-	107,516	107,516	102,629
	<u>165,000</u>	<u>322,650</u>	<u>487,650</u>	<u>356,896</u>

**4. OTHER INCOMING RESOURCES**

	Unrestricted funds	Total funds 2023	Total funds 2022
	£	£	£
Miscellaneous income	<u>2,914</u>	<u>2,914</u>	<u>16</u>

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**YEAR ENDED 31 MARCH 2023**

**5. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE**

	Unrestricted funds £	Restricted funds £	Total funds 2023 £	Total funds 2022 £
Wages and salaries	31,392	81,306	113,238	132,223
Project support costs	8,398	196,634	195,032	185,569
Directors and members expenses	4,161	-	4,161	2,231
Telephone	1,633	-	1,633	1,606
Office expenses	9,534	5,257	14,791	14,407
AGM and annual report	1,078	-	1,078	975
Rent and rates	5,563	15,248	20,811	18,395
Insurances	1,119	-	1,119	1,124
Building maintenance	-	-	-	-
Light and heat	-	-	-	-
General expenses	6,903	-	6,903	5,670
Relocation costs	-	-	-	-
Legal fees	-	-	-	2,834
Consultancy fees	19,417	2,535	21,962	13,891
Cleaning expenses	-	-	-	-
	<u>89,738</u>	<u>290,990</u>	<u>380,728</u>	<u>378,925</u>

**6. GOVERNANCE COSTS**

	Unrestricted funds £	Total funds 2023 £	Total funds 2022 £
Wages and salaries	19,925	19,925	19,925
Directors and members expenses	1,154	1,154	596
Telephone	408	408	401
Office expenses	1,644	1,644	1,601
AGM and annual report	1,078	1,078	975
Accountancy	2,500	2,500	2,500
Consultancy fees	14,641	14,641	9,261
Rent and rates	5,203	5,203	4,599
Insurances	280	280	281
Building maintenance	-	-	-
Depreciation	3,522	3,522	3,111
Light and heat	-	-	-
Cleaning expenses	-	-	-
Legal fees	-	-	-
Bank charges	226	226	178
	<u>50,581</u>	<u>50,581</u>	<u>43,428</u>

**SANDWELL COMMUNITY INFORMATION AND  
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**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2023**

**7. NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR**

This is stated after charging:

	<b>2023</b>	2022
	£	£
Depreciation	<u>3,522</u>	<u>3,111</u>

**8. STAFF COSTS AND EMOLUMENTS**

**Total staff costs were as follows:**

	<b>2023</b>	2022
	£	£
Wages and salaries	<b>104,250</b>	134,895
Social security costs	<b>7,589</b>	14,092
Other pension costs	<b>2,531</b>	3,161
	<u><b>114,370</b></u>	<u>152,148</u>

**Particulars of employees:**

The average number of employees during the year, was as follows:

	<b>2023</b>	2022
	No.	No.
Administrative staff	<u>3</u>	<u>4</u>

No employee received remuneration of more than £60,000 during the year (2022 - Nil).

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**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2023**

**9. TANGIBLE FIXED ASSETS**

	Fixtures and equipment £	Total £
<b>COST</b>		
At 1 April 2022	24,921	24,921
Additions	1,212	1,212
Disposals	-	-
<b>At 31 March 2023</b>	<u>26,133</u>	<u>26,133</u>
<b>DEPRECIATION</b>		
At 1 April 2022	19,992	19,992
Charge for the year	3,522	3,522
On disposals	-	-
<b>At 31 March 2023</b>	<u>23,514</u>	<u>23,514</u>
<b>NET BOOK VALUE</b>		
<b>At 31 March 2023</b>	<u>2,619</u>	<u>2,619</u>
At 31 March 2022	<u>4,929</u>	<u>4,929</u>

**10. DEBTORS**

	2023 £	2022 £
Other debtors	1,627	1,627
Prepayments	-	20,942
	<u>1,627</u>	<u>22,569</u>

**11. CREDITORS: amounts falling due within one year**

	2023 £	2022 £
PAYE and social security	2,964	7,531
Other creditors	73,180	24,432
Accruals	2,500	2,880
	<u>78,644</u>	<u>34,843</u>

**SANDWELL COMMUNITY INFORMATION AND  
PARTICIPATION SERVICE LIMITED**

**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2023**

**12. RESTRICTED INCOME FUNDS**

	Balance at 1 Apr 2022 £	Incoming resources £	Outgoing resources £	Balance at 31 Mar 2023 £
Big Local Trust - Hateley Cross Grant Plan 2	5,160	215,134	(168,681)	51,613
Reaching Communities – Digi-comm project	19,133	107,516	(122,309)	4,340
	<u>24,293</u>	<u>322,650</u>	<u>(290,990)</u>	<u>55,953</u>

**13. UNRESTRICTED INCOME FUNDS**

	Balance at 1 Apr 2022 £	Incoming resources £	Outgoing resources £	Balance at 31 Mar 2023 £
General Funds	117,875	168,375	(140,319)	145,931

**14. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Net current assets £	Total £
<b>Restricted Income Funds:</b>		
Big Local Trust - Hateley Cross Grant	51,613	
Reaching Communities – Digi-comm project	4,340	
	<u>55,953</u>	
<b>Unrestricted Income Funds</b>	<u>145,931</u>	<u>145,931</u>
<b>Total Funds</b>		<u>201,884</u>