

Company number: 06462220

Charity number: 1122297

The Small Charities Coalition

Report and Financial Statements

1 June 2014 – 31 May 2015

The Small Charities Coalition

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For the year ended 31 May 2015

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The Small Charities Coalition

Reference and administrative details

For the year ended 31 May 2015

Company number 06462220

Charity number 1122297

Registered office and operational address 24 Stephenson Way, London, NW1 2DP until 26/02/2015, and Unit 9/10, 83 Crampton Street, London, SE17 3BQ from 27/02/15

Trustees Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:

Simon Hebditch	(Chair from 10/04/13)
Judith Miller	Appointed 25/10/13 (Treasurer from 20/01/14)
D'Arcy Myers	Appointed 02/01/08
Zoe Willems	Appointed 19/04/11
Stephen Elsdon	Appointed 25/10/13
Suzanne King	Appointed 25/10/13
Kirsty Marrins	Appointed 25/10/13
Debra Allcock Tyler	Resigned 20/01/15
Richard Davidson	Resigned 15/07/14
Michael Nussbaum	Resigned 20/01/15

Company Secretary BWB Secretarial Limited until 31/12/14
Judith Miller from 01/01/15 to present

Senior staff John Barrett, Director of Operations until 01/01/15
John Barrett, Acting CEO until present

Bankers CAF Bank
25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4TA

Independent Examiner Eric Southwick
Eric Southwick & Co
Chartered Accountants
51 The Avenue
SEAHAM
Co Durham
SR7 8NS

The Small Charities Coalition

Report of the Trustees

For the year ended 31 May 2015

The Trustees present their report and the independently examined financial statements for the year ended 31 May 2015.

Reference and administrative information set out on page 2 forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP 2005).

Structure, governance & management

The organisation is a charitable company limited by guarantee, incorporated on 2 January 2008 and registered as a charity on 14 January 2008.

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.

All Trustees give their time voluntarily and receive no benefits from the charity. Any expenses reclaimed from the charity are set out in note 6 to the accounts.

Objectives and activities

1. Build partnerships and collaborate with individuals, and support organisations to give access to the help and support small charities need to build and run resilient and responsive organisations.
2. Increase the number of opportunities for small charities to help themselves by sharing skills, knowledge, learning and resources through peer support mechanisms/platforms.
3. Reach out to more small charities in the UK so that they have the help and support they need. We will work collaboratively and in partnership to achieve this.
4. Listen, respond and represent the needs of small charities so that the world they operate in works to support them.

Public benefit focus on ensuring that our activities achieve our charitable aims

The Trustees review the aims, objectives and activities of the charity each year. This report looks at what the charity has achieved and the outcomes of its work within the last twelve months. The Trustees report the success of each key activity and the benefits the charity has brought to those groups of people that it is set up to help. The review also helps the Trustees ensure the charity's aims, objectives and activities remained focused on its stated purposes.

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives that have been set.

Beneficiaries of our services

Small Charities Coalition (SCC) direct beneficiaries are any person supporting the objects of a small charity. Our definition of a small charity is any charity, registered or un-registered, that has an income of less than £1 million per year. Our indirect beneficiaries are the thousands of end-user beneficiaries that gain from the improved learning and capacity of the small charities that serve them.

The Small Charities Coalition

Report of the Trustees

For the year ended 31 May 2015

Charitable Activities in the past year

Introduction

The environment in which small charities operate has significantly changed since Small Charities Coalition registered in 2008. Charities are feeling the pinch of increased demand for services and declining resources, yet despite these challenges remain incredibly resourceful and resilient.

Effective local and national infrastructure remain crucial to ensure that charities can make the most of the limited resources they have, yet it is widely accepted that infrastructure charities must also adapt and innovate to meet the needs of our diverse client base.

Fortunately the Small Charities Coalition has the advantage of being able to work on a national level with individuals and organisations from all sectors to harness and broker the many offers and opportunities of support for small charities. We exist to facilitate those connections and enable small charities to help themselves and one another in a scalable and cost-effective way.

In light of this context, the charity has delivered the following activities to achieve its charitable objectives:

Aim 1 – Build partnerships and collaborate with individuals, and supporter organisations to give access to the help and support small charities need to build and run resilient and responsive organisations.

Volunteer Supporters

Our 'Volunteer Supporters' i.e. professionals from all sectors that share their time and expertise through our skills sharing and mentoring service (see Aim 2) continue to be an essential source of direct support to our members. They help in all areas from governance to business planning and from fundraising to finance.

Throughout 2014-15 we recruited 84 new Volunteer Supporters. Our total number of supporters stayed the same as 2013/14 at 362 due to a mixture of data cleansing and natural turnover of volunteering availability.

"The matching service really is a great opportunity for any fundraiser as it's fantastic to be able to use your skills to help another charity, and it's a really rewarding experience." Amy Siggers, Volunteer Supporter.

Training and Events

Our partnership training model continued to grow through 2014-15. Traditionally we partner with organisations that have the expertise and resources to help us deliver high quality training at an affordable rate (normally around £20 per person – our 2014 member survey evidenced that small charities budget only £300-500 for training/developing their staff and volunteers annually).

Our partnership with the technology and consulting corporation IBM continued, this year adding a new workshop to the series - the hugely popular Selling Techniques. In total we delivered 5 workshops to 100 people from 85 charities.

"An interesting day in a lovely venue, great value and I am already using the Logic Table so thanks for that."
Dorcas Morgan from Park Theatre who attended the IBM Measuring Impact workshop.

Other examples include:

- Online Fundraising and Communications training with Global Giving UK.
- Social Media training with The Westminster Foundation.
- SORP update with the Charity Finance Group.

The Small Charities Coalition

Report of the Trustees

For the year ended 31 May 2015

Training and Events (continued)

- A Dragon's Den style 'Meet the Funders' event with the Institute of Fundraising special interest group; Black Fundraisers UK.
- We also partnered with the award-winning International Fundraising Consultancy to boost attendance at their First Friday fundraising clinics, delivered on the first Friday of every month.

"It really was a great session, both helpful and inspiring. Personally it has given me a plan of action to enable me to know the first steps to get started on a key element of my fundraising work. So thank you for the invitation, and for the excellent session." Sara Stillwell, Fun in Action who attended a First Friday fundraising clinic.

In addition to our partnership training, in 2014/15 we started to broker more training directly ourselves. In part this was made possible through the generous support of our volunteer supporters, continuing to offer their time and expertise in new ways and free-of-charge.

Yet we were only able to fully harness these offers of support, and pilot an expanded programme thanks to our Building Resilience Programme, a City Bridge Trust funded programme that provides governance and trusteeship support to small London based charities. In 2014/15 the programme resulted in 4 workshops, benefitting 129 people from 120 charities.

Trustee Finder

Another example of our partnership work is the continued development of our trustee recruitment portal [Trustee Finder](#). In February 2014 we re-launched Trustee Finder when integrating the service from the Charity Trustee Networks (CTN) website into the Small Charities Coalition website. By February 2015 the re-launched service had 271 users, 309 new opportunities posted, 57,159 opportunities searched and 31,248 opportunities viewed.

In December 2014 the Do-it service came under new ownership and from Feb to May 2015, the service went into hiatus whilst it was integrated into the new and improved Do-it volunteering website. The new service continues to syndicate trustee and management committee vacancies posted through the Do-it website, providing a dedicated search portal for people interested in trusteeship.

Aim 2 – Increase the number of opportunities for small charities to help themselves by sharing skills, knowledge, learning and resources through peer support mechanisms/platforms.

Skills sharing and mentoring

Small charities often struggle to find the resources and knowledge required to meet the diverse demands of running a charity. Our skills sharing and mentoring service provides members with direct 1-2-1 assurance and advice on specific issues such as fundraising planning, bid writing, governance and business planning. The service is free and help either comes from a Volunteer Supporter or a fellow small charity.

During 2014-15 we managed 71 'matches', set up 64 new ones and completed 33. All the people that took part in the service (small charities and volunteers) said they were 'likely' or 'very likely' to recommend the service and 81% felt more confident in their role after their match.

An average match lasts five months, equating to over £500 worth of free consultancy and mentoring per charity. This equates to roughly £36,000 worth of support that our members would otherwise be unable to access.

The Small Charities Coalition

Report of the Trustees

For the year ended 31 May 2015

Skills sharing and mentoring (continued)

Examples of the impact a match can have is demonstrated in the quotes below:

"This has made a big difference to me personally, and hopefully will have a positive effect on the viability of the organisation in the longer term. I feel we are better equipped to seek funding for our service, and to expand in a realistic and controlled way." Anne Jones, Merton and Sutton Mediation.

"From my point of view, the mentoring conversations have been a huge help, enabling me to bounce ideas and developments off of our supporter with all her experience - and she is always full of ideas too." Anon.

"I would thoroughly recommend this service to other charities. The fact that it is free makes it easily accessible to small, resource-constrained, charities. It was great to have someone from outside the charity working with me on the strategy – Glenn brought a fresh and well-informed pair of eyes to what we were doing." Janet Hayes, Rafiki Thabo Foundation.

Help & Advice

Our Information and Helpline Service delivers free support and key information to small charities that are experiencing difficulties in their work.

This past year we have responded to 659 phone call and email queries (a 26% increase on the previous year) as we continue to be the go-to organisation for small charity queries ranking first on a Google search for "small charities" and similar key words. We have also provided free charity start up advice with almost 34% of callers asking for help on "how to set up" or "how to register" a charity.

"I have been struggling since setting up a small charity to find anyone that can help me negotiate the problems I face. I am part of a small, non-registered charity and there is just about no information out there to help us. John spoke to me today and gave me all the info I needed to move forward." Helpline caller Ann Egan, Luocare.

Our website remains an important source of information and support for small charities, to either self-serve or be signposted to third-party services and websites. Our website received 437,207 views over 2014/15 and our 'new charity FAQs' received 66,618 views alone.

"I spoke to the Small Charities Coalition again today and I must say they are super helpful if you are a charity with questions that need answers. They are also finding me a mentor to help us through the process of setting up and running the charity. Fabulous." Nadine Yardley, Wild at Heart Foundation.

Bulletin

We continue to filter other organisations' bulletins and newsletters and compile the most useful and relevant information and opportunities into one monthly bulletin. Content typically includes information about free/discounted third-party events, policy information/opportunities, news, competitions and useful resources.

Our 2014 member survey confirmed that our monthly bulletin remains one of our most popular offerings to our membership.

Over 2014-15 we sent 11 monthly bulletins and one Christmas special.

"I find your bulletins really helpful and forward interesting items from them to several small charities that I am/have been involved with. " Jenny Langrish, ShareAction.

The Small Charities Coalition

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For the year ended 31 May 2015

Aim 3 – Reach out to more small charities in the UK so that they have the help and support they need. We will work collaboratively and in partnership to achieve this.

Membership

Despite our limited marketing budgets – we rely on our public relations, partnership work and networks to promote membership of SCC – by the end of 2014/15 our membership increased from 6,557 to 7,191. In the year we gained 702 new individual members, with only 68 lapses - largely due to data clean up work.

Our membership remains incredibly diverse, supporting all causes in all parts of the UK from [Cornerstone Pregnancy Crisis Centre](#) in Huntingdon, Cambridgeshire to [Youth Action Sussex](#) in Brighton. From [Llandysul Family Centre](#) in Ceredigion, Wales to [White Ribbon Scotland Campaign](#) in Edinburgh.

Social Media

Our highest performing and most influential channel was Twitter which has reached an average monthly impression rate of over 130,000. This is a high and significant figure in terms of the number of individuals that have gained access to the content of our Tweets that routinely include links to online resources, training workshops and prompts to register for membership.

Britain's Best Volunteer Award

After the success of the award's inaugural year, we decided to run the award for a second year in partnership with Markel UK. The award was designed to give small charities, and the people dedicated to running them, the recognition and profile they need and deserve.

Alice Pulford, Founder and volunteer at the LoveSupportUnite Foundation in Leicester won Britain's Best Volunteer 2015. The award generated 264 nominations and 3,523 votes; 52 unique pieces of coverage; and achieved a minimum social reach of 178,689 people.

Aim 4 – We will listen, respond and represent the needs of our members so that the world they operate in works to support them.

At the beginning of the 2014/15 year, we set up a Policy Working Group, comprised of board members, staff and volunteers. The aim of the Group was to maintain the charity's policy activities, whilst utilising the knowledge and expertise of trustees and special advisors. Examples of our policy, advocacy and campaigning work are demonstrated by the range of events and opportunities below that we have been involved in throughout 2014-15. We continue to use our monthly bulletin and dedicated e-mailings to raise awareness of the issues affecting small charities, and any opportunities to effect change, be that directly or via responses coordinated by Small Charities Coalition.

- Input into the following consultations: Cabinet Office's Sustainability Fund; the Charity Commission's Annual Return consultation; and the Labour Party's 'Third Sector' consultation;
- We contributed regularly to sector articles and debates including a feature on BBC Look East, commenting on the Ice Bucket Challenge phenomena and the positive impact social media can have for small charities.
- 'How to manage your small charity's finances – top tips' (The Guardian, 7 May) and 'Some frogs are princes – or why size isn't everything' (Third Sector, 7 May).

The Small Charities Coalition

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For the year ended 31 May 2015

- Co-chaired a roundtable event with HMRC's Priti Patel MP to specifically discuss small charity issues.
- Continued to sit on the Code of Good Governance Steering Group; the Trustees' Week Steering Group; and the NCVO Funding Review Steering and Working Group
- Spoke at various events, including: Giving evidence to the Joint Committee on the Draft of the Charities Bill; Presenting at the APPG meeting on small charities; and Speaking at the Westminster Social Policy Forum Keynote Seminar.
- Co-signed letters to The Chancellor of the Exchequer about Gift Aid and other tax incentives in February and March.

Lessons Learnt

Whereas 2013/14 had been a year of change and refocus, 2014/15 was about reconsolidation and looking to the future. 2014/15 was the last year of our 2012-15 strategy and so in the autumn of 2014 we began our 2015-18 strategic review. In November 2014 we launched our member and stakeholder strategy survey to inform our internal conversations and business planning process. The highlights include:

- Respondents felt the focus of our role should be 70:30 split between support and advocacy respectively.
- Members wanted to see us deliver more affordable training. This was requested twice as much as the next most popular choice which was 'news and information'.
- E-bulletins, skills matching and our policy work were our other most valued activities.
- Our main weaknesses were seen as: a lack of profile/clarity in purpose; needs of members too diverse; too London-centric; and the challenge of limited resourcing.
- There was nothing we did that members wanted us to do less of, and no major themes arose around additional support/services our members required.

The results gave us confidence that we remained reflective and responsive of the needs of our members, but that perhaps there was some uncertainty around communicating our role and purpose. We had recognised previously that our inability to say "no" to the myriad of opportunities to support our members had often left us over-stretched and less focused. The new strategy gave us a real opportunity to be more strategic in the focus and impact of our work. The results from our member and stakeholder surveys gave us a better understanding as to where we best fit in the charity infrastructure and support sector, and how we can use our unique position to better compliment existing support and relationships inside and outside the sector.

To this end we launched our new 2015-18 Strategy and Business Plan in the summer of 2015, with new strategic objectives as follows:

1. Collaborate and build partnerships in support of small charities.
2. Champion the role and impact of small charities.
3. Grow membership and build a community of support.
4. Build better sustainability.

A key element of the new strategy and business plan was to ensure we had a long term sustainability plan. Serious and tangible efforts to build better sustainability are crucial to ensure the charity's long term survival. We recognised the need to be less dependent on large multi-year core grants and that we needed to find other sources of income to

The Small Charities Coalition

Report of the Trustees

For the year ended 31 May 2015

Lessons Learnt (continued)

replace them. It is challenging to accurately forecast the potential success of any sustainability plan but it is essential that we try. It is unlikely there will be any one main way that we can generate income ourselves to cover our running costs, therefore our plan is to consider a number of earned income streams that combined, can make a decent contribution to our bottom line alongside other traditional forms of income.

The need to invest in and build up our staffing levels was also recognised as an important lesson from the previous strategic period and a new staffing plan was designed as part of the new strategy.

Partnership work

Partnership and collaboration is key to the Small Charities Coalition being able to deliver its range of affordable and accessible support and services. We simply could not provide the range and level of support without the help of our growing number of partner organisations that we work with.

Almost every facet of our support relies in some way on the contributions made by individuals and organisations that share our vision of shared support and collaboration, from Volunteer Supporters providing free consultancy to suppliers offering discounts through our affiliate programme.

Organisations such as IBM, International Fundraising Consultancy and Charity Finance Group deserve a special mention due to their contributions made during 2014-15.

Others that we would like to mention include: Directory of Social Change, Charities Buying Group, Utility Aid, AbilityNet; The Do-it Trust, Global Giving UK, Markel Insurance, Fundraising Standards Board, Third Sector, Civil Society Development, Practise Training & Consultancy, One Touch Team, Magneto Films and Lime Green Consulting.

Funders and Supporters

We are extremely grateful to all our funders and to those who support us with time and expertise. We would not be able to make a difference to the work of small charities without them.

The Tudor Trust

City Bridge Trust

Esmee Fairbairn Foundation

Santander Foundation

Garfield Weston Foundation

The Sobell Foundation

Westminster Foundation

The Big Lottery Fund

How the Small Charities Coalition is run

Public Benefit

The Small Charities Coalition's objects, as laid down in its Memorandum and Articles of Association are:

- (1) The promotion of small charities for the benefit of the public including but not limited to: liaising with small charities, other voluntary organisations, government agencies and other groups on relevant issues;

The Small Charities Coalition

Report of the Trustees

For the year ended 31 May 2015

Public Benefit (continued)

providing training, conferences and seminars on subjects relevant to the efficacy of small charities; identifying needs of small charities and establishing projects or policies to address them; providing information to the press and the public in respect of small charities; providing services such as legal, accountancy and management advice services to small charities; providing advice and information on fundraising and volunteering for small charities; and acting as a representative of small charities in relation to government policies and legislation.

(2) The advancement of education and research for the benefit of the public.

(3) To do all such other things for the public benefit as may be charitable under the laws of England and Wales.

The trustees confirm that in planning the Small Charities Coalition's activities they have given careful consideration to how the Small Charities Coalition has fulfilled its charitable objectives. The Trustees do not identify any potential detriment or harm arising from the activities of the Small Charities Coalition.

The Board

The Board meets four times a year. With a small organisation and group of trustees, SCC does not work through formal sub-committees. Instead the chair and treasurer meet periodically between board meetings with the staff team to progress operational matters and prepare for forthcoming board meetings. There are also two working groups made up of staff and board members who have been looking at the business plan and funding sources.

The staff team

We started the year with 2.5 FTE. They were John Barrett (Director of Operations), Milda Sabunaite (Services Coordinator) and Alice Holman (Communications and Events Coordinator). Liz Dyer (previously Services Coordinator) went on secondment to the Department of Health from December 2013 to April 2015 and resumed employment elsewhere in May 2015. We recruited Elizabeth (Lizzie) Adams as Fundraising and Partnerships Coordinator in September 2014 from Charityworks, the charity graduate programme. Lizzie took over from Milda as Services Coordinator in March 2015. Alice moved on from the charity in March 2015 and Dawn Newton took on the interim position of Marketing Manager from March to September 2015. John Barrett was promoted to Acting Chief Executive in January 2015.

Volunteers

During this year we have had 14 office volunteers (different to our hundreds of volunteer supporters) that have helped through various office and remote based, day-to-day delivery and specialist project work. Their contributions have been invaluable and we thank them enormously. In recognition of their efforts and hard work we would like to acknowledge them individually here:

Sara Salehian; Joshua Jennings; Brian Seaton; Galen Halen; Michael Boon; Vin Lam; Navneet Sandhu; Kine Diop; Marta Cernovskaja; Laura Klitsch; James Yabut; Bryony Littlefair; Bohdana Kurylo; Louie Zeegan; Charlotte Harrison, Ben Hunt and Matt Hoskins.

The Small Charities Coalition

Report of the Trustees

For the year ended 31 May 2015

Financial Year

The Charity had received grants and donations of £134,889, earned £17,980 for training and events and interest of £63 in the year to 31 May 2015. The total expenditure was £124,666 in the period. The charity had a planned surplus of £28,266 in the year.

The Tudor Trust and the City Bridge Trust continued as regular funders and we were able to secure additional new funding from Santander Foundation, Garfield Weston Foundation, The Sobell Foundation and The Big Lottery Fund.

Reserves Policy

The Trustees have examined the charity's requirements for reserves in light of the main risks to the organisation. Trustees are committed to generating sufficient reserves to support current organisational activities to meet the following requirements:

- Safeguarding the charity's service commitment in the event of delays in receipt of grants or other income.
- Providing a financial cushion against risk and future uncertainties.
- Resourcing the research and development of services and initiatives.

To this end, the Trustees have established a reserves policy that is reviewed annually to ensure that the appropriate levels of reserves are maintained and SCC is able to continue to fund its activities without unnecessary disruption as a result of peaks and troughs in income. As well as formally considering the reserves policy annually, the Trustees actively manage SCC's pipeline of funding bids and actual cash flow at each board meeting as well as receiving funding updates between meetings.

The Trustees are aware of the view that reserves should not be set too high, tying up funds which could and should be spent on charitable activities. In line with its duties as a service provider, the organisation aims to hold unrestricted, undesignated funds, excluding those tied up in tangible fixed assets, amounting to two to three months expenditure. This is to minimise any disruption to member service provision should a source of income cease. We estimate a suitable range to be between approximately £24,000 and £36,000. Total unrestricted funds at the year-end were £73,565. Due to the timing of receipt of our funding this includes £36,600 of funds allocated to specific projects and activities planned for 2015/16. We have included these in designated funds. Remaining is £37,265 of unrestricted undesignated funds which are what the trustees see as free reserves, representing slightly more than 3 months' costs.

Future Plans

Our focus for the year ahead is to begin to deliver the new 3 year 2015-18 Strategy and Business Plan, including the financial sustainability and income plan. Highlights include:

- We will continue to provide technical/task and role-based advice and mentoring support to our members. The service will be further developed by facilitating and coordinating an increased number and range of matches through investment in our technological systems.
- We will expand our events programme to continue to deliver more affordable and accessible training to our members.
- We will continue to grow the number and range of resources on our website and provide telephone and email support, but develop the technology that supports these services too.
- We will continue to produce a monthly members' bulletin, send regular email communications and maintain our social media presence across a range of platforms.
- We plan to recruit a paid resource into the executive to work with the CEO and Policy Working Group to develop our policy function further.

The Small Charities Coalition

Report of the Trustees

For the year ended 31 May 2015

Future Plans (continued)

- We will recruit a Business Development Manager to support the delivery of our income and sustainability plan.

Statement of Responsibility of the Trustees

Our Trustees (who are also directors of Small Charities Coalition for the purposes of company law) are responsible for preparing the report of the Trustees' 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;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper 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 charity'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.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees at 31 May 2015 was 7 (10 in 2014). The Trustees are members of the charity but this entitles them only to voting rights. The Trustees have no beneficial interest in the charity.

Signed on behalf of the trustees



Simon Hebditch

Chair

Date: 21 January 2016

The Small Charities Coalition

Independent Examiner's Report to the Trustees of The Small Charities Coalition

For the year ended 31 May 2015

I report on the accounts of the company for the year ended 31st May 2015, 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 charity trustees consider that an audit is not required for this year under section 144 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;
- 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 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:

- which gives me reasonable cause to believe that, in any material respect, the requirements
 - a) to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - b) 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

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



Eric Southwick BA(Hons) FCA FCIE DChA
Eric Southwick & Co
Chartered Accountants
51 The Avenue
Seaham
Co Durham
SR7 8NS
Tel: 0191 581 2233
Fax: 0191 581 3999
Website: ericsouthwickaccountants.co.uk

Date: 22nd February 2016

 **Eric
Southwick & Co**
CHARTERED ACCOUNTANTS
CHARITY ACCOUNTANTS

The Small Charities Coalition

Statement of Financial Activities (incorporating an income and expenditure account)

For the year ended 31 May 2015

	Note	Restricted £	Unrestricted £	2015 Total £	2014 Total £
Incoming resources					
<i>Incoming resources from generated funds</i>					
Voluntary income and grant funding	2	91,705	43,184	134,889	125,200
Investment income	3	-	63	63	55
<i>Incoming resources from charitable activities</i>					
Training and events		-	17,980	17,980	27,584
Total incoming resources		<u>91,705</u>	<u>61,227</u>	<u>152,932</u>	<u>152,839</u>
Resources expended					
Costs of generating funds		-	11,793	11,793	14,779
Charitable activities		73,385	36,823	110,208	140,157
Governance costs		-	2,665	2,665	3,760
Total resources expended	4	<u>73,385</u>	<u>51,281</u>	<u>124,666</u>	<u>158,696</u>
Net incoming resources before transfers : net movement in funds	6	<u>18,320</u>	<u>9,946</u>	<u>28,266</u>	<u>(5,857)</u>
Reconciliation of funds					
Total funds brought forward		3,820	63,619	67,439	73,296
Net movement in funds		<u>18,320</u>	<u>9,946</u>	<u>28,266</u>	<u>(5,857)</u>
Total funds carried forward		<u>22,140</u>	<u>73,565</u>	<u>95,705</u>	<u>67,439</u>

The above results are derived from continuing activities. There were no recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 13 to the financial statements.

The notes on pages 16 to 21 form part of these financial statements.

The Small Charities Coalition

Balance Sheet

For the year ended 31 May 2015

Company Number: 064562220

	Note	2015 £	2014 £
Current assets			
Debtors	10	1,983	11,014
Cash at bank and in hand		<u>95,231</u>	<u>56,799</u>
		97,214	67,813
Liabilities			
Creditors: amounts falling due within one year	11	<u>1,509</u>	<u>374</u>
Net current assets		<u>95,705</u>	<u>67,439</u>
Net assets	12	<u>95,705</u>	<u>67,439</u>
The funds of the charity	13		
Restricted funds		22,140	3,820
Designated funds		36,300	54,170
General funds		<u>37,265</u>	<u>9,449</u>
Total charity funds		<u>95,705</u>	<u>67,439</u>

The Company is exempt from the requirements relating to preparing audited accounts in accordance with Section 477 of the Companies Act 2006. The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the Trustees and authorised for issue on 21 January 2016 and signed on their behalf by:



Simon Hebditch
Chair

The notes on pages 16 to 21 form part of these financial statements.

The Small Charities Coalition

Notes to the Financial Statements

For the year ended 31 May 2015

1. Accounting policies

- a) The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007). The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" published in March 2005, applicable accounting standards and the Companies Act 1985. The requirements of the revised SORP issued in July 2014 will be applied in the preparation of financial statements for the year ended 31 May 2016.
- b) The charity is a company limited by guarantee. The members of the company are the Trustees named on page two. 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. In the opinion of the Trustees there is no ultimate controlling party.
- c) General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes. Investment income, gains and losses are allocated to the appropriate fund.
- d) All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.
- e) All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management. Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

- f) Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Furniture and fixtures	33.3% straight line
Office equipment	33.3% straight line

- g) The charity is not registered for VAT. In common with many other charities, the Small Charities Coalition expenses are inflated by VAT which cannot be recovered.

The Small Charities Coalition

Notes to the Financial Statements (continued)

For the year ended 31 May 2015

2. Income resources from voluntary income and grant funding

	Restricted £	Unrestricted £	2015 Total £	2014 Total £
City Bridge Trust	46,925	-	46,925	34,350
Tudor Trust	-	30,000	30,000	30,000
Santander	20,175	-	20,175	-
Garfield Weston Foundation	-	10,000	10,000	-
The Big Lottery Fund	9,605	-	9,605	-
Esmée Fairbairn	-	-	-	50,000
Westminster Foundation	5,000	-	5,000	10,000
The Sobell Foundation	5,000	-	5,000	-
Grant Thornton	5,000	-	5,000	-
Donations received	-	3,099	3,099	600
Other income	-	85	85	250
Total	91,705	43,184	134,889	125,200

3. Investment income

	Restricted £	Unrestricted £	2015 Total £	2014 Total £
Interest income	-	63	63	55

4. Total resources expended

	Cost of generating funds £	Resource and skill sharing £	Governance costs £	2015 total £	2014 total £
Staff costs (note 7)	2,194	83,388	2,194	87,776	120,738
Trustees' expenses	-	-	200	200	241
Professional fees	9,328	5,035	-	14,363	11,259
Recruitment and training	-	4,800	-	4,800	304
Staff and volunteer expenses	-	3,000	-	3,000	2,297
Subscriptions	-	-	-	-	726
Event costs	-	1,615	-	1,615	1,208
Raising awareness	-	-	-	-	263
Other	-	2,036	-	2,036	1,618
	11,522	99,874	2,394	113,790	138,654
Support costs (note 5)	271	10,334	271	10,876	20,042
Total resources expended	11,793	110,208	2,665	124,666	158,696

The Small Charities Coalition

Notes to the Financial Statements (continued)

For the year ended 31 May 2015

5. Support costs

Support costs are allocated to charitable activities as follows:

	Cost of generating funds £	Charitable activities £	Governance £	2015 total £	2014 total £
Premises	199	7,577	199	7,975	12,302
Office costs	9	354	9	372	1,885
Accounting support	52	1,973	52	2,077	5,729
Other support costs	<u>11</u>	<u>430</u>	<u>11</u>	<u>452</u>	<u>126</u>
Total support costs	<u><u>271</u></u>	<u><u>10,334</u></u>	<u><u>271</u></u>	<u><u>10,876</u></u>	<u><u>20,042</u></u>

Support costs have been allocated as above based on the proportion of staff time spent on each activity.

6. Net incoming resources for the year

Net incoming resources for the year is stated after charging accountant's fees of £nil (2014: £nil).

During the year no Trustees received any remuneration or benefits. One Trustee (2014: 2) received reimbursement of travel and subsistence expenses amounting to £137 (2014: £273).

7. Staff costs and numbers

Staff costs were as follows:

	2015 £	2014 £
Salaries and wages	82,407	111,081
Social security costs	<u>5,369</u>	<u>9,657</u>
	<u><u>87,776</u></u>	<u><u>120,738</u></u>
Total emoluments paid to staff	<u><u>82,407</u></u>	<u><u>111,081</u></u>

No employee earned more than £60,000 during the year.

The average weekly number of employees (full-time equivalent) during the year was as follows:

	2015 Number	2014 Number
Direct charitable activities	2.5	3.5
Support and governance	<u>0.5</u>	<u>0.5</u>
	<u><u>3.0</u></u>	<u><u>4.0</u></u>

The Small Charities Coalition

Notes to the Financial Statements (continued)

For the year ended 31 May 2015

8. Taxation

The charitable company is exempt from corporation tax as all of its income is charitable and is applied for charitable purposes.

9. Tangible fixed assets

	Furniture, fittings and equipment £
Cost	
At the start of the year	2,917
Additions in year	-
Disposals in year	-
At the end of the year	<u>2,917</u>
Depreciation	
At the start of the year	2,917
Charge for the year	-
Disposals in year	-
At the end of the year	<u>2,917</u>
Net book value	
At the end of the year	<u><u>-</u></u>
At the start of the year	<u><u>-</u></u>

10. Debtors

	2015 £	2014 £
Trade debtors	-	-
Other debtors	1,983	9,214
Prepayments	-	1,800
	<u>1,983</u>	<u>11,014</u>

11. Creditors: amounts falling due within one year

	2015 £	2014 £
Taxation and social security	-	136
Accruals	1,509	238
	<u>1,509</u>	<u>374</u>

The Small Charities Coalition

Notes to the Financial Statements (continued)

For the year ended 31 May 2015

12. Analysis of net assets between funds

	Restricted £	Designated £	General £	Total funds £
Current assets	22,140	36,300	38,774	97,214
Creditors due within one year	-	-	(1,509)	(1,509)
Net assets at the end of the year	22,140	36,300	37,265	95,705

13. Movements in funds

	At the start of the year £	Incoming resources £	Outgoing resources £	Transfers £	At the end of the year £
Restricted funds					
City Bridge Trust	3,820	46,925	(46,805)	-	3,940
Santander Foundation	-	20,175	(10,175)	-	10,000
The Big Lottery Fund	-	9,605	(6,405)	-	3,200
Westminster Foundation	-	5,000	(2,500)	-	2,500
The Sobell Foundation	-	5,000	(2,500)	-	2,500
Grant Thornton	-	5,000	(5,000)	-	-
Total restricted funds	3,820	91,705	(73,385)	-	22,140
Unrestricted funds					
Designated funds: grants in advance	54,170	36,300	-	(54,170)	36,300
General funds	9,449	24,927	(51,281)	54,170	37,265
Total unrestricted funds	63,619	61,227	(51,281)	-	73,565
Total funds	67,439	152,932	(124,666)	-	95,705

Purposes of restricted funds

City Bridge Trust: To deliver the Building Resilience programme.

Santander Foundation: To pay for the production and distribution of the members bulletin for 12 months.

The Big Lottery Fund: To deliver the Stronger Communities project.

Westminster Foundation: To deliver two full-day training workshops.

The Sobell Foundation: A contribution to the cost of running our Skills Matching service.

Grant Thornton : Partnership payment to provide pro-bono opportunities to Grant Thornton employees.

Purposes of designated funds

The amount designated as grants in advance represents the proportion of grants and other income received for which costs will be incurred in the year ahead.

14. Related party transactions

For the first part of the year the Small Charities Coalition offices were based at Directory of Social Change. SCC paid rent of £5,563 (2014: £13,043). Debra Allcock Tyler, an ex-Trustee of Small Charities Coalition, is the Chief Executive of Directory of Social Change. Debra did not receive any personal benefit from this rental agreement and was not involved in any negotiations of the rental terms. The rent paid was below market rent for similar offices.