

**INDEPENDENT CUSTODY VISITING ASSOCIATION
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023**

Edwards & Keeping

Chartered Accountants

INDEPENDENT CUSTODY VISITING ASSOCIATION

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INDEPENDENT CUSTODY VISITING ASSOCIATION

COMPANY INFORMATION

Directors

Miss K M Beaumont
Mr M Bin-Sufyan
Mrs N Byrne
Mrs E K Dallinger
Mrs R M Ellul
Mrs N Plummer
Mrs E Pout
Ms K Scott
Mrs E A R Shenton
Mrs E Spurrell
Miss R Waldron

Company secretary Ms J E Nicholls

Registered office Unity Chambers
34 High East Street
Dorchester
Dorset
DT1 1HA

Accountants Edwards & Keeping
Chartered Accountants
Unity Chambers
34 High East Street
Dorchester
Dorset
DT1 1HA

INDEPENDENT CUSTODY VISITING ASSOCIATION

DIRECTORS' REPORT FOR THE YEAR ENDED 31 MARCH 2023

The directors present their report and the financial statements for the year ended 31 March 2023.

Directors of the company

The directors who held office during the year were as follows:

Miss K M Beaumont

Mr M Bin-Sufyan (appointed 27 July 2022)

Mrs N Byrne (appointed 27 July 2022)

Mrs E K Dallinger

Mrs R M Ellul (appointed 27 July 2022)

Prof N L Hardwick (ceased 27 July 2022)

Mrs N Plummer

Mrs E Pout

Ms K Scott

Mrs E A R Shenton

Mrs E Spurrell

Mr M S Underhill (ceased 27 July 2022)

Miss R Waldron

Small companies provision statement

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved by the Board on and signed on its behalf by:

.....
Mrs N Plummer
Director

**CHARTERED ACCOUNTANTS' REPORT TO THE BOARD OF DIRECTORS ON THE
PREPARATION OF THE UNAUDITED STATUTORY ACCOUNTS OF
INDEPENDENT CUSTODY VISITING ASSOCIATION
FOR THE YEAR ENDED 31 MARCH 2023**

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the accounts of Independent Custody Visiting Association for the year ended 31 March 2023 as set out on pages 4 to 10 from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at <http://www.icaew.com/regulation>.

This report is made solely to the Board of Directors of Independent Custody Visiting Association, as a body, in accordance with the terms of our engagement letter dated 9 August 2019. Our work has been undertaken solely to prepare for your approval the accounts of Independent Custody Visiting Association and state those matters that we have agreed to state to the Board of Directors of Independent Custody Visiting Association, as a body, in this report in accordance with ICAEW Technical Release 07/16 AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Independent Custody Visiting Association and its Board of Directors as a body for our work or for this report.

It is your duty to ensure that Independent Custody Visiting Association has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit of Independent Custody Visiting Association. You consider that Independent Custody Visiting Association is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the accounts of Independent Custody Visiting Association. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory accounts.

.....

Edwards & Keeping
Chartered Accountants
Unity Chambers
34 High East Street
Dorchester
Dorset
DT1 1HA

Date:.....

INDEPENDENT CUSTODY VISITING ASSOCIATION

PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2023

	Note	2023 £	2022 £
Turnover		58,684	45,250
Cost of sales		<u>(11,719)</u>	<u>(1,450)</u>
Gross surplus		46,965	43,800
Administrative expenses		(163,780)	(165,561)
Other operating income		<u>125,000</u>	<u>125,000</u>
Operating surplus		8,185	3,239
Other interest receivable and similar income		<u>210</u>	<u>-</u>
Surplus before tax	5	<u>8,395</u>	<u>3,239</u>
Surplus for the financial year		<u><u>8,395</u></u>	<u><u>3,239</u></u>

The above results were derived from continuing operations.

The company has no recognised gains or losses for the year other than the results above.

INDEPENDENT CUSTODY VISITING ASSOCIATION

STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED 31 MARCH 2023

	2023 £	2022 £
Surplus for the year	<u>8,395</u>	<u>3,239</u>
Total comprehensive income for the year	<u><u>8,395</u></u>	<u><u>3,239</u></u>

INDEPENDENT CUSTODY VISITING ASSOCIATION

(REGISTRATION NUMBER: 08632556)
BALANCE SHEET AS AT 31 MARCH 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	6	5,081	608
Current assets			
Debtors	7	92,468	63,290
Cash at bank and in hand		<u>121,211</u>	<u>135,125</u>
		213,679	198,415
Creditors: Amounts falling due within one year	8	<u>(53,874)</u>	<u>(60,382)</u>
Net current assets		<u>159,805</u>	<u>138,033</u>
Total assets less current liabilities		164,886	138,641
Provisions for liabilities		<u>(17,850)</u>	<u>-</u>
Net assets		<u>147,036</u>	<u>138,641</u>
Reserves			
Retained earnings		<u>147,036</u>	<u>138,641</u>
Surplus		<u>147,036</u>	<u>138,641</u>

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

Directors' 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 acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved and authorised by the Board on and signed on its behalf by:

.....

Mrs N Plummer
Director

INDEPENDENT CUSTODY VISITING ASSOCIATION

STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 31 MARCH 2023

	Retained earnings £	Total £
At 1 April 2022	138,641	138,641
Surplus for the year	8,395	8,395
At 31 March 2023	<u>147,036</u>	<u>147,036</u>

	Retained earnings £	Total £
At 1 April 2021	135,402	135,402
Surplus for the year	3,239	3,239
At 31 March 2022	<u>138,641</u>	<u>138,641</u>

INDEPENDENT CUSTODY VISITING ASSOCIATION

NOTES TO THE UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

1 General information

The company is a company limited by guarantee, incorporated in England and Wales.

The address of its registered office is:

Unity Chambers
34 High East Street
Dorchester
Dorset
DT1 1HA
England

These financial statements were authorised for issue by the Board on

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

These financial statements have been prepared in accordance with Financial Reporting Standard 102 Section 1A smaller entities - 'The Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland' and the Companies Act 2006 (as applicable to companies subject to the small companies' regime).

Basis of preparation

These financial statements have been prepared using the historical cost convention except that as disclosed in the accounting policies certain items are shown at fair value.

Revenue recognition

Turnover comprises the fair value of the consideration received or receivable for the sale of goods and provision of services in the ordinary course of the company's activities. Turnover is shown net of sales/value added tax, returns, rebates and discounts.

The company recognises revenue when:

The amount of revenue can be reliably measured;

it is probable that future economic benefits will flow to the entity;

and specific criteria have been met for each of the company's activities.

Government grants

Grant income is recognised when there is reasonable assurance that the company will comply with the grant conditions and the grant will be received. The grant is recognised as income over the period necessary to match it with the related expenditure it is intended to compensate.

Tangible assets

Tangible assets are stated in the balance sheet at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

The cost of tangible assets includes directly attributable incremental costs incurred in their acquisition and installation.

Depreciation

Depreciation is charged so as to write off the cost of assets, other than land and properties under construction over their estimated useful lives, as follows:

Asset class	Depreciation method and rate
Office equipment	33.3% straight line method

INDEPENDENT CUSTODY VISITING ASSOCIATION

NOTES TO THE UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the company will not be able to collect all amounts due according to the original terms of the receivables.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the company does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Provisions

Provisions are recognised when the company has an obligation at the reporting date as a result of a past event, it is probable that the company will be required to settle that obligation and a reliable estimate can be made of the amount of the obligation.

Defined contribution pension obligation

A defined contribution plan is a pension plan under which fixed contributions are paid into a pension fund and the company has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised as employee benefit expense when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

3 Staff numbers

The average number of persons employed by the company (including directors) during the year, was 2 (2022 - 2).

4 Auditors' remuneration

	2023 £	2022 £
Audit of the financial statements	-	3,750

5 Profit before tax

Arrived at after charging/(crediting)

	2023 £	2022 £
Depreciation expense	711	147
Government grants receivable	(125,000)	(125,000)

INDEPENDENT CUSTODY VISITING ASSOCIATION

NOTES TO THE UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

6 Tangible assets

	Office equipment £
Cost	
At 1 April 2022	5,197
Additions	5,184
At 31 March 2023	<u>10,381</u>
Depreciation	
At 1 April 2022	4,589
Charge for the year	711
At 31 March 2023	<u>5,300</u>
Carrying amount	
At 31 March 2023	<u>5,081</u>
At 31 March 2022	<u>608</u>

7 Debtors

	2023 £	2022 £
Current		
Trade debtors	80,000	53,880
Prepayments	12,096	9,410
Other debtors	372	-
	<u>92,468</u>	<u>63,290</u>

8 Creditors

Creditors: amounts falling due within one year

	2023 £	2022 £
Due within one year		
Taxation and social security	8,008	10,066
Accruals and deferred income	45,800	49,900
Other creditors	66	416
	<u>53,874</u>	<u>60,382</u>

INDEPENDENT CUSTODY VISITING ASSOCIATION

DETAILED PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2023

	2023		2022	
	£	£	£	£
Turnover				
Membership fees		45,250		45,250
Conference and training fees		12,300		-
Other income		1,134		-
		<u>58,684</u>		<u>45,250</u>
Cost of sales				
Conference and AGM costs	10,719		450	
Publicity and development	<u>1,000</u>		<u>1,000</u>	
		<u>(11,719)</u>		<u>(1,450)</u>
Gross surplus		46,965		43,800
Administrative expenses				
Wages and salaries	109,016		104,581	
Employers NI	8,156		8,296	
Employers pension contributions	1,564		1,627	
Seconded staff costs	-		27,431	
Staff training	-		743	
Telephone	938		990	
Office expenses	3,091		2,484	
Online membership platform and website maintenance	1,240		1,100	
Project and other expenses	3,889		4,044	
Organisational development	1,440		5,013	
Communications	784		-	
Management Board	2,229		-	
Anti-racist training resources for schemes	8,200		-	
Travel and subsistence	1,639		727	
Accountancy fees	2,881		2,678	
Auditor's remuneration	-		3,750	
Consultancy fees	-		1,730	
Repayment of grant income	17,850		-	
Bank charges	152		220	
Depreciation	<u>711</u>		<u>147</u>	
		(163,780)		(165,561)
Other operating income				
Government grants receivable		<u>125,000</u>		<u>125,000</u>
Operating surplus		8,185		3,239
Other interest receivable and similar income				
Bank interest receivable		<u>210</u>		<u>-</u>
Surplus before tax		<u>8,395</u>		<u>3,239</u>