

NAS Cambridge branch

Treasurer's report April 2019 to March 2020.

Scope.

This accounts report covers the financial year of April 2019 through to the end of March 2020.

Specifics.

I am Alan and I complete the treasury for NAS Cambridge branch. I've been a volunteer for four years now. There are several committee members and we are all volunteers. We all have links to autism in different ways. My volunteering came about because the committee sought a new member who was autistic themselves with in mind having an unbiased viewpoint as to how autistic people in the general population may view what we have on offer and to help with decisions from an autistic aspect. I became treasurer due to other roles having much greater needs for communication and diversity skills whereas this one has little of either of those yet is critical to smooth branch operations.

Financial controls and risks.

All cash assets are held in a branch bank account in accordance with rules set out at NAS head office which all local branches are obliged to follow. They were secured at the Co-operative Bank but have since been transferred to Santander for improved online banking services and accessibility. This excludes the small petty cash reserve which is kept securely by branch volunteers.

The branch holds responsibility for its own fundraising and accounts management. All finance is overseen and audited by accountants at head office.

Income and expenditure.

Income for this financial year totalled £1278.52 which comprised mostly from funds given to us by head office. However NAS Cambridge would as always like to express its gratitude to all private individuals who have held their own fundraising events in our favour. The branch would also like to thank its members, their friends, families and the public alike for all their different efforts and support given to all activities and events offered and also help with fundraising. All activities and events are free and therefore any donations are offered voluntarily.

Expenditure equalled £4343.38 which is over double that of the previous year and the majority of it was spent in two categories. We always encounter considerable room hire costs over a year but this has doubled due to an increase in events. Speaker and workshop fees have trebled for the same reason. Considerable interest has always been shown to us for these. The committee has decided to increase expenditure for the benefit of all attendees so that more sought after services and events can be offered to the community regardless of the thinning of the funds. As we have more recipients and beneficiaries this should therefore improve our fundraising efforts in the future and stand us in good stead for corporate fundraising. Staff expenses have also risen dramatically due to purchase of stock and materials but also because the committee has now agreed to offer a token payment to volunteers who travel long distances on the charity's behalf. All events are always advertised on our website in advance.

Moving forward, expenses will rise further as we improve and increase the services and support we offer. The committee is keen to increase output in areas which are well-received and those which receive positive feedback. NAS Cambridge is determined to remain at the forefront of services to local autistic people, their families and carers and increase its output even further.

Reserve of funds.

The branch cash asset balance at the end of this financial year remained a healthy £13,447.21 in total. This consisted predominantly of general funds raised and obtained however a couple of years ago a generous grant of £3440 was received and ring fenced for gardening projects at our site. Just over £1900 remains of the grant. One of our volunteers continues to generously offer some of their free time to coordinate these events which are well-received by attendees.

Please note: all activities mentioned in this report predate all national Covid 19 rules, regulations, social distancing and lockdown obligations.

Prepared by: Alan Cross, NAS Cambridge branch treasurer, dated 27th to 30th March 2021.

National Autistic Society Cambridge Branch

Income & Expenditure Accounts

Accounting year ending: 31st March 2020

	2018 – 2019	2019 – 2020
Income	£	£
Donations	414.35	1093.57
Membership fees	94.00	109.00
Bank interest	22.87	75.95
Total income:	531.22	1278.52
Expenditure	£	£
Room hire	934.40	1847.66
Speaker & workshop fees	430.00	1488.70
Refreshments	296.70	184.30
Staff expenses	38.06	624.23
Membership fees	41.30	171.19
Stationery	28.92	27.30
Total expenditure:	1769.38	4343.38
Income minus expenditure:	-1238.16	-3064.86
Represented at year end by:	£	£
Gardening grant:	2126.57	1903.14
General use money:	14351.69	11510.26
Petty cash:	40.00	33.81
Total money assets:	16518.26	13447.21

NB. The £6.19 reduction in petty cash resulted from a tea and coffee purchase from an open event.

Completed by: Alan Cross, treasurer, NAS Cambridge, 22nd – 28th March 2021.