

# HALESWORTH VOLUNTEER CENTRE

England & Wales · Charity number 1001776

## Details

---

**Other names** HVC, Halesworth Volunteers, THE VOLUNTEER CENTRE

**Status** Registered

**Legal form** Other

**Registered** 1991-02-11

**Register** [View on the Charity Commission register](#)

## Contact

---

**Address** Halesworth Volunteers  
Patrick Stead Day Care Centre  
London Road  
Halesworth  
Suffolk  
IP19 8LR

**Phone** 01986875600

**Email** [INFO@HALESWORTHVOLUNTEERS.ORG](mailto:INFO@HALESWORTHVOLUNTEERS.ORG)

**Website** <http://www.halesworthvolunteers.org>

## Activities

---

**Objects:** TO UNDERTAKE VOLUNTARY WORK IN EDUCATION, SOCIAL WELLBEING, RURAL ISOLATION AND DEPRIVATION AND SIMILAR CHARITABLE ACTIVITIES AMONGST THOSE CLASSES IN NEED THEREOF.

**Activities:** TO UNDERTAKE VOLUNTARY WORK IN EDUCATION, SOCIAL SERVICES, AND SIMILAR CHARITABLE ACTIVITIES AMONGST THOSE CLASSES IN NEED THEREOF.

## Classification

---

- **How:** Provides Human Resources, Provides Services, Acts As An Umbrella Or Resource Body
- **What:** Education/training, Disability
- **Who:** Elderly/old People, People With Disabilities

## Geography

- **Area of benefit:** HALESWORTH & DISTRICT
- Suffolk

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£111,746	£96,624	-	-
2024-03-31	£76,774	£90,545	-	-
2023-03-31	£63,688	£110,671	-	-
2022-03-31	£65,953	£88,370	-	-
2021-03-31	£106,314	£73,077	-	-

## Trustees

Name	Role	Appointed
<b>KAREN AUSTIN</b>	Chair	
CLARE LUDWIG		
David Ian Wollweber		2022-12-15
Gareth Eric Ingram		2022-12-15
George John Robson Clark		2025-03-24
Richard Irving Austin		2016-04-01
Steve Chadwick		2020-11-05

**HALESWORTH VOLUNTEER CENTRE**

England & Wales - Charity number 1001776

---

# Accounts

---

Charity no. 1001776

Halesworth Volunteers  
(working name of Halesworth Volunteer Centre)

Report and Unaudited Financial Statements  
31 March 2025

## Halesworth Volunteer Centre (working name Halesworth Volunteers)

### Report of the Trustees

For the year ended 31 March 2025

---

#### Reference and administrative details

**Charity number** 1001776

**Registered office and operational address** Halesworth Volunteers  
Patrick Stead Day Care Centre  
London Road  
Halesworth  
Suffolk  
IP19 8LR

**Trustees** The trustees who served during the year and up to the date of this report were as follows:

Karen Austin                      Chair  
Richard Austin  
Steve Chadwick  
Gareth Ingram  
Clare Ludwig  
David Wollweber  
Christopher Warner (Resigned Dec 24)  
Karen Spence-Thomas (Resigned Apr 2024)  
John Clark (Appointed Apr 2025)  
Peter Letcher (Appointed Sep 2025)

#### Objectives and activities

The Charity's objects are to undertake voluntary work in education, social wellbeing, rural isolation and deprivation and similar charitable activities amongst those classes in need thereof. The Charity undertakes a number of services to fulfil these objectives, centred around Halesworth, which includes the following key activities:

- Community car service.
- Isolation Busters - a befriending service and other services to support vulnerable and older people;
- A community larder.
- Support to other voluntary and community groups.

The Trustees have paid due regard to guidance issued by the Charity Commission on public benefit in deciding what activities the Charity should undertake.

## **Halesworth Volunteer Centre (working name Halesworth Volunteers)**

### **Report of the Trustees**

#### **For the year ended 31 March 2025**

---

##### **Achievements and performance**

This year we have completed our move to offices at the Patrick Stead Day Care Centre. These offices have been offered to us on very generous terms and we are grateful to the Trustees of the Friends of Halesworth Community Care for their support.

Our first big fundraising event were both extremely successful – our “5K’s for 5K” sponsored run raised over £5,000 and we are planning more for future years. We are very fortunate to have a very active and supportive team of staff, volunteers and links to the local community.

We were successful in our bid for National Lottery funding for Isolation Busting; this grant will support lunches, trips out and all manner of events over 2 years. As part of one of our core objectives to support and encourage people to play an active role in our community, this financial year we have delivered 11 community lunches, afternoon teas and trips out to garden centres, and at Christmas we hosted a Christmas Lunch and also supported the community Christmas Day lunch and deliveries.

We continue to work in partnership with local groups and organisations to increase opportunities for people to take part in activities, good examples of this are our collaboration with the Pear Tree Trust and Dementia Carers Fund and Hact.

The Community Car Service continues to offer vital transport to its beneficiaries. While hospital and medical trips remain the biggest reasons people use a community car, we are also seeing increasing usage by people who are wanting to take part in local activities. We are very grateful to our volunteer drivers who always go that extra mile to support local people.

The Community Larder has become one of our core services and this financial year we have been able to fund it from ongoing and previous years donations and from grants received during the Covid pandemic. The Larder has moved on from its inception and we have been looking at ways to make it more financially sustainable and relevant to changing needs within the Community. With support from the Suffolk Community Foundation Food and Drink Fund, we have conducted a review of our activities, involving consultation with volunteers, service users and other stakeholders. The report confirmed that the Larder is clearly meeting a continued need in the Halesworth area but suggested that we look at a review of the charging policy. It has also led to the appointment of a part time worker to manage the day-to-day activities of the larder, develop our new kitchen project and to co-ordinate and bring together all of our food-based activities.

## **Halesworth Volunteer Centre (working name Halesworth Volunteers)**

### **Report of the Trustees**

#### **For the year ended 31 March 2025**

---

We have also been able to promote the Larder to social services and East Suffolk Housing Team. We have also had visits from staff from the East Suffolk Food Network, managed by ESC. In addition, we generated a lot of publicity and one-off donations from a wider audience with the nationally recognised Ink Festival performing a series of short plays from the Larder.

We are indebted to our regular personal donors and one-off fundraisers without which some of the above would not be possible. As well as the above mentioned National Lottery Community Fund, we have also been significantly supported in this financial year by grants and donations from Suffolk Community Foundation, Adnams, United Charities, Rope Trust and Cllr Annette Dunning.

#### **Risk management**

The Trustees have assessed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity, and are satisfied that systems and procedures are in place to mitigate exposure to those major risks.

#### **Going concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the next 12 months. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

#### **Financial review**

Income for the year was £111,746 (2024: £76,774) and expenditure £96,624 (2024: £90,544). It should be noted that some of the income is for activity which carries on into next financial year. The charity holds reserves of £109,816 at 31 March 2025. This comprises £52,201 of restricted funds, £13,894 of free unrestricted funds and £43,721 of designated funds. The designated fund is a contingency fund which was created to ensure that the Charity can continue to operate even in the event of unforeseen and potentially financially damaging circumstances. The designated fund covers 6 months of expenditure which is within the reserves policy of the charity. The key items of this contingency fund are 3 months running costs in addition to redundancy pay and relevant notice periods for staff.

Notwithstanding the substantial grant contributions to income this year, there is growing recognition that going forward we need to focus our fundraising on embedding sustainable funding channels which will allow us to plan our future activities with more certainty.

#### **Plans for future periods**

The Trustees are keen to continue the current projects to support the local community as well as develop new projects to meet future needs.

For the Community Larder, we have exciting plans to install a kitchen and upskill our community in access to information and training in providing cost-effective meals. We have been grant supported with a number of initiatives aligned to this objective.

The Community Car Service continues to operate under a contract with bact as part of the Suffolk County Council Connecting Communities Programme. Suffolk County Council has announced that it intends to offer a further extension of the current contractual relationships for a period of 3 years, which will provide some security of income through March 2029.

We will be continuing our work providing a range of community events and lunches to support people who are isolated or experiencing economic hardship.

## **Halesworth Volunteer Centre (working name Halesworth Volunteers)**

### **Report of the Trustees**

#### **For the year ended 31 March 2025**

---

On the financial side, we will be looking to increase our income from personal and local businesses donations and will look to widen our fundraising activities with involvement from other volunteers and the community; this has already proved successful with the “5Ks for 5k” fundraiser and similar sponsored events are being planned for the coming year.

#### **Use of Volunteers**

The Charity is absolutely reliant upon the substantial voluntary help of both Community Car Service drivers, volunteer shoppers, Isolation Buster and Community Larder volunteers. We have seen the retirement of a number of volunteers this year and so will continue to focus on recruiting volunteers, particularly Community Car Drivers in 2025 / 26.

#### **Structure, governance and management**

The Charity’s constitution was adopted on 8 November 1990 and amended on 14 June 2006 and 22 June 2011.

The Trustees who served during the year and up to the date of approval of the financial statements are disclosed on page 1 of the accounts.

The Charity recruits Trustees through local networks and by recommendation. New Trustees are sympathetic to the Charity’s objectives and bring a broad knowledge base to ensure the effective running of the Charity. The Trustee Board has also been supported by a representative from Halesworth Town Council, Joyce Mosely. Gareth Ingram also acts as Volunteer Representative.

The Chairperson is responsible for the induction of new Trustees. This involves awareness of the Trustees’ Responsibilities, the governing document, administrative procedures, and the history of the Charity. A new Trustee receives copies of the previous year’s financial statements, annual report and a copy of the Charity Commission leaflets providing guidance for Trustees.

**Halesworth Volunteer Centre (working name Halesworth Volunteers)**

**Report of the Trustees**

**For the year ended 31 March 2025**

---

**Statement of responsibilities of the trustees**

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales 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 charity and the incoming resources and application of resources, including the net income or expenditure, of the charity for the year. In preparing those 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 accounting estimates that are reasonable and prudent;
- state whether applicable 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 which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

The Trustees have no beneficial interest in the charity. Alan Creasy was appointed as independent examiner to the charity for the year

Approved by the Trustees on 27 November 2025 and signed on their behalf by



Karen Austin - Trustee



Richard Austin - Trustee

## **Independent Examiner's report**

### **To the Trustees of Halesworth Volunteer Centre**

---

I report to the trustees on my examination of the accounts of Halesworth Volunteer Centre the charity for the year ended 31 March 2025, which are set out on pages 7 to 17.

#### **Responsibilities and basis of report**

As Trustees of the charity, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- (1) accounting records were not kept in respect of the charity as required by section 130 of the Act;
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



Alan Creasy

18 Cecil Road  
Norwich  
NR1 2QL

Date: 27 November 2025

**Halesworth Volunteer Centre (working name Halesworth Volunteers)**

**Statement of Financial Activities**

**For the Year Ended 31 March 2025**

	Note	Restricted £	Unrestricted £	2025 Total £	2024 Total £
<b>Income from</b>					
Grants, Donations and Legacies		61,245	28,219	89,464	60,089
Charitable Activities			20,550	20,550	15,040
Investments			1,732	1,732	1,645
<b>Total Income</b>		<b>61,245</b>	<b>50,501</b>	<b>111,746</b>	<b>76,774</b>
<b>Expenditure on</b>					
Raising Funds			4,822	4,822	3,704
Charitable Activities		45,489	46,313	91,802	86,840
<b>Total Expenditure</b>		<b>45,489</b>	<b>51,135</b>	<b>96,624</b>	<b>90,544</b>
Net Expenditure and Net Movement in Funds		15,756	(634)	15,122	(13,770)
<b>Reconciliation of Funds</b>					
Total funds brought forward		36,445	58,249	94,694	108,464
<b>Total funds carried forward</b>		<b>52,201</b>	<b>57,615</b>	<b>109,816</b>	<b>94,694</b>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 13 to the accounts.

Halesworth Volunteer Centre (working name Halesworth Volunteers)

Halesworth Vounteer Centre (working name Halesworth Volunteers)				
Balance Sheet				
For the Year Ended 31 March 2025				
	Note	2025 £	2024 £	
<b>Fixed Assets</b>				
Tangible Assets		650	951	
<b>Current Assets</b>				
Debtors		3,798	3,644	
Cash at Bank and In Hand		108,224	92,546	
		112,022	96,190	
<b>Liabilities</b>				
Creditors: amounts falling due within 1 year		(2,856)	(2,447)	
<b>Net Current Assets</b>		109,166	93,743	
<b>Net Assets</b>		<b>109,816</b>	94,694	
<b>Funds</b>				
Restricted Funds		52,201	36,445	
Unrestricted Funds				
Designated Funds		43,721	50,840	
General Funds		13,894	7,409	
<b>Total Charity Funds</b>		<b>109,816</b>	94,694	

Approved by the Trustees on 27 November 2025 and signed on their behalf by



Karen Austin - Trustee



Richard Austin - Trustee

## Halesworth Volunteer Centre (working name Halesworth Volunteers)

### Notes to the financial statements

For the year ended 31 March 2025

---

#### 1. Accounting policies

##### a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Halesworth Volunteer Centre (working name Halesworth Volunteers) meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

##### b) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves and cash balances. There are no material uncertainties about the charity's ability to continue as a going concern.

##### c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

##### d) Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item, is probable and the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

## Halesworth Volunteer Centre (working name Halesworth Volunteers)

### Notes to the financial statements

For the year ended 31 March 2025

---

#### 1. Accounting policies (continued)

##### e) Donated stock not recognised

Donated items of stock for resale or distribution are not included in the financial statements until they are sold or distributed. The Trustees consider it impractical to be able to assess the amount of donated stocks. There are no systems in place which record these items and undertaking a stock take would incur undue cost for the charity, which far outweigh the benefits.

##### f) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

##### g) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

##### h) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

##### i) Allocation of support and governance costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities based on cost of each activity as follows:

	2025	2024
Raising funds	0.0%	0.0%
Charitable activities	100.0%	100.0%

##### j) Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Computer equipment	3 years
Fixtures and fittings	3 years

Items of equipment are capitalised where the purchase price exceeds £100 at the discretion of the trustees.

## Halesworth Volunteer Centre (working name Halesworth Volunteers)

### Notes to the financial statements

For the year ended 31 March 2025

---

#### 1. Accounting policies (continued)

##### k) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

##### l) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

##### m) Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

##### n) Financial instruments

The trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently recognised at amortised cost using the effective interest method.

##### o) Pension costs

The charity operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

##### p) Accounting estimates and key judgements

In the application of the charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

The key source of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements is depreciation as described in note j above.

## Halesworth Volunteer Centre (working name Halesworth Volunteers)

### Notes to the financial statements

#### For the year ended 31 March 2025

	Restricted	Unrestricted	2025 Total	2024 Total
	£	£	£	£
<b>2. Income from Grants and Donations</b>				
Grants from Trusts and Foundations	49,853	-	49,853	28,257
Personal Donations	8,260	6,276	14,536	20,489
Fund Raising	274	8,452	8,726	4,295
Local Organisations and Business	-	9,811	9,811	5,077
Town and Parish Council Grants	2,858	3,600	6,458	1,971
Legacies	-	80	80	
<b>Total Income from Grants and Donations</b>	<b>61,245</b>	<b>28,219</b>	<b>89,464</b>	60,089
	Restricted	Unrestricted	2025 Total	2024 Total
<b>3. Income from charitable activities</b>				
Community Car Invoiced & Non-Invoiced				
Admin Contribution		10,796	10,796	7,822
Sundry Income		210	210	
Community Transport		9,544	9,544	7,218
<b>Total Income from charitable activities</b>	-	<b>20,550</b>	<b>20,550</b>	15,040

All income from charitable activities was unrestricted in the current and prior period.

#### 4. Government grants

The charity receives government grants, defined as funding from The National Lottery Community Fund, Suffolk County Council, East Suffolk County Council and Halesworth Town Council to fund charitable activities. The total value of such grants in the period ending 31 March 2025 was £ 26,868 (2024: £20,863). There are no unfulfilled conditions or contingencies attaching to these grants in 2024/25 or the prior year.

## Halesworth Volunteer Centre (working name Halesworth Volunteers)

### Notes to the financial statements

For the year ended 31 March 2025

5. Total Expenditure	2025				2024			
	Raising Funds £	Charitable Activities £	Support and Governanc £	2025 Total £	Raising Funds £	Charitable Activities £	Support and Governanc £	2024 Total £
Staff Costs	4,322	52,852	2,809	59,983	3,704	50,504	2,414	56,622
Grants Paid		-		-		-		-
Pension Costs		2,403		2,403		2,124		2,124
Staff Expenses		212		212		428		428
Direct Larder Costs		21,155		21,155		22,330		22,330
Volunteer Expenses		3,793		3,793		3,109		3,109
Sundry Goods		-		-		-		-
Equipment		103		103		-		-
Website and database development		1,103		1,103		362		362
Telephone Costs		1,293		1,293		1,487		1,487
Advertising		-		-		120		120
Administration Expenses	500	587		1,087		1,250		1,250
Insurance		1,848		1,848		1,656		1,656
Utilities		222		222		-		-
Training		226		226		-		-
Project Resources		1000		1,000		-		-
Audit and Accountancy		-	500	500		-	500	500
Events		1,140		1,140		60		60
Depreciation		556		556		475		475
Bad Debts				-		21		21
				-				-
<b>Sub-Total</b>	<b>4,822</b>	<b>88,493</b>	<b>3,309</b>	<b>96,624</b>	3,704	83,926	2,914	90,544
Allocation of Support and Governance Costs		3,309	(3,309)			2,914	(2,914)	
<b>Total Expenditure</b>	<b>4,822</b>	<b>91,802</b>	<b>-</b>	<b>96,624</b>	3,704	86,840	<b>-</b>	90,544

Administration Expenses include £500 fee for external Fundraising consultant

## Halesworth Volunteer Centre (working name Halesworth Volunteers)

### Notes to the financial statements

For the year ended 31 March 2025

#### 6. Net Movement in Funds

Stated after charging:	2025 £	2024 £
Depreciation	556	475
Independent Examiners Examination	500	500

#### 7. Staff Costs and numbers

Staff Costs were as follows:	2025 £	2024 £
Salaries and Wages	59,983	56,622
Pension Costs	2,403	2,124
	<b>62,386</b>	<b>58,746</b>

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

The key management personnel of the charity comprise the Director and Deputy Director.

The total employee benefits of the key management personnel were £41,819 (2024: £35,034).

	2025 No.	2024 No.
Average Head Count	4.0	4.0

#### 8. Taxation

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

**Halesworth Volunteer Centre (working name Halesworth Volunteers)**

**Notes to the financial statements**

**For the year ended 31 March 2025**

	Fixtures & Fittings	Computer Equipment	Total
<b>9. Tangible Fixed Assets</b>			
Cost at 1 April 2024	951	-	951
Additions	256		256
At 31 March 2025	1,206		1,206
			-
Depreciation Charge for the Year	556		556
			-
Net Book Value at 31 March 2025	650		650
(Computer Equipment has fully depreciated)			
<b>10. Debtors</b>			
		2025	2024
		£	£
Other Debtors		109	
Trade Debtors		3,689	
Debtors		3,798	3,644
<b>11. Creditors: amounts due within 1 year</b>			
		2025	2024
		£	£
Trade Creditors		1,024	692
Accruals		500	500
Other Taxation and social security		982	1,096
Other Creditors		350	159
		2,856	2,447

<b>12. Analysis of net assets</b>	Restricted Funds	Designated Funds	General Funds	Total Funds
	£	£	£	£
Tangible Fixed Assets			650	650
Current Assets	52,201	43,721	16,100	112,022
Current Liabilities			(2,856)	(2,856)
Net Assets at 31st March 2025	52,201	43,721	13,894	109,816

## Halesworth Volunteer Centre (working name Halesworth Volunteers)

### Notes to the financial statements

For the year ended 31 March 2025

13. Movement in Funds	At 1 April 2024	Income	Expenditure	Transfer between funds	At 31 March 2025
<b>Restricted Funds</b>					
Community Larder (inc. Donations)	30,214	8,534	26,555		12,193
SCF Food and Drink	500	-	500		-
Hedley	750	-	750		-
Going Social	4,981	-	4,981		-
Suffolk Giving	-	1,847	1,847		-
Chef Amanda	-	1,789			1,789
National Lottery Isolation Busting	-	19,875	5,698		14,177
SCF Food and Drink	-	5,000	1,700		3,300
Adnams Kitchen Project Cooker	-	2,415			2,415
ASDA Foundation	-	1,200	600		600
Digital Inclusion	-	3,147			3,147
A Dunning (Cllr)	-	2,858	2,858		-
SCF Winter Hardship	-	5,000	-		5,000
United Charities - Foodwise officer	-	5,000			5,000
Rope Trust Larder	-	4,580			4,580
					-
					-
					-
					-
<b>Total Restricted Funds</b>	<b>36,445</b>	<b>61,245</b>	<b>45,489</b>		<b>52,201</b>
<b>Unrestricted Funds</b>					
Designated Funds - Contingency Funds	50,840			(7,119)	43,721
General Funds	7,409	50,501	51,135	7,119	13,894
<b>Total Unrestricted Funds</b>	<b>58,249</b>	<b>50,501</b>	<b>51,135</b>	<b>-</b>	<b>57,615</b>
<b>Total Funds</b>	<b>94,694</b>	<b>111,746</b>	<b>96,624</b>	<b>-</b>	<b>109,816</b>

#### Purposes of restricted funds (for those grants over £3000)

Community Larder	The Community Larder fund provides a service which supplements the work of Food Banks
National Lottery Isolation Busting	To provide social support to isolated older and vulnerable people.
Going Social (Coop Community Cares Fund)	Helping older people become active members of their community through a range of events.
SCF Food and Drink	Making our Larder operations more sustainable
Digital Inclusion	Providing access to information on benefits and healthy and cost-effective meals
SCF Winter Hardship	Operating as grant distributors to those in the community struggling to pay for fuel
Foodwise Officer	Running the larder operation in an efficient manner and accessing local sources of surplus food
Rope Trust Larder	Reaching our local community with fresh food and supplies and launching a batch baking initiative

**Halesworth Volunteer Centre (working name Halesworth Volunteers)**

**Notes to the financial statements**

**For the year ended 31 March 2025**

---

**Purposes of designated funds**

Contingency fund There is currently little guaranteed income that the charity can rely on to meet its objectives. The contingency fund has been designated to ensure that the Charity can continue to operate and meet the needs of the clients for a period of time in the event of unforeseen circumstances. The trustees continue to consider particular contingency amounts to cover:

- a) provision of 3 months' worth of running costs; and
- b) statutory redundancy provision.

**Transfers**

The reason for the transfer between funds is a reduction in the contingency funds required.

**14. Related party transactions**

There were no related party transactions in the current or prior period.

**HALESWORTH VOLUNTEER CENTRE**

England & Wales - Charity number 1001776

---

# Accounts

---

Charity no. 1001776

Halesworth Volunteers  
(working name of Halesworth Volunteer Centre)

Report and Unaudited Financial Statements  
31 March 2024

## Halesworth Volunteer Centre (working name Halesworth Volunteers)

### Report of the Trustees

For the year ended 31 March 2024

---

#### Reference and administrative details

For the year ended 31 March 2024

---

**Charity number** 1001776

**Registered office and operational address** Halesworth Volunteer Centre  
London Road  
Halesworth  
Suffolk  
IP19 8LW

**Trustees** The trustees who served during the year and up to the date of this report were as follows:

Karen Austin	Chair
Richard Austin	
Steve Chadwick	
Gareth Ingram	
Clare Ludwig	
Karen Spence-Thomas	
Christopher Warner	
David Wollweber	

#### Objectives and activities

The Charity's objects are to undertake voluntary work in education, social wellbeing, rural isolation and deprivation and similar charitable activities amongst those classes in need thereof. The Charity undertakes a number of services to fulfil these objectives, centred around Halesworth, which includes the following key activities:

- Community car service.
- Isolation Busters - a befriending service and other services to support vulnerable and older people;
- A community larder.
- Support to other voluntary and community groups.

The Trustees have paid due regard to guidance issued by the Charity Commission on public benefit in deciding what activities the Charity should undertake.

## **Halesworth Volunteer Centre (working name Halesworth Volunteers)**

### **Report of the Trustees**

#### **For the year ended 31 March 2024**

---

#### **Achievements and performance**

The focus of much of this year continues to be on supporting people, particularly older and vulnerable people to play an active role in our community.

We do this by providing a range of social events, activities and outings to get people out and about and to encourage them to make new friends and socialise more actively. Highlights include a Christmas trip to a Garden Centre and a community picnic to celebrate the Coronation of King Charles.

We continue to work in partnership with local groups and organisations to increase opportunities for people to take part in activities. The monthly Well-being Lunches run in partnership with the Wellbeing Service are now regularly attended by over 15 people a session.

Our Community Lunches, run in partnership with St Mary's Church regularly attract over 60 people. We are grateful of the support of Halesworth and Area Community Transport to make these lunches and our trips out possible.

The Community Car Service continues to offer vital transport to its beneficiaries. While hospital and medical trips remain the biggest reasons people use a community car, we are also seeing increasing usage by people who are wanting to take part in local activities like the Dementia Singing Group in Holton and the Dementia Café run by Halesworth Dementia Care Fund. We are very grateful to our volunteer drivers who always go that extra mile to support local people.

Our Isolation Buster programme continues to provide befriending support to people who are lonely or live alone: just taking someone to visit a local café once a week can make all the difference. Our Community Larder is run in partnership with St Mary's Church and the Blyth Valley Team Partnership. Everyone is welcome at the Larder but we have seen increasing numbers of families visiting the Larder as well as many people struggling with the cost of living crisis. We were very pleased to receive a major grant from the National Lottery Cost of Living Community Fund. We are also very grateful for the support we receive from local businesses and suppliers as well as the Suffolk Community Foundation and Suffolk County Council.

For the first time we launched a major fundraising campaign '5Ks for 5K'. 4 volunteers including 2 staff members and 1 Trustee committed to running 5 kilometres to raise a target of £5000. There was great progress towards this target in this Financial Year and as the race will take place in May 2024, the figures will be reflected in next year's accounts. This has been a fantastic achievement

#### **Risk management**

The Trustees have assessed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity, and are satisfied that systems and procedures are in place to mitigate exposure to those major risks.

#### **Going concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

#### **Financial review**

Income for the year was £76,774 (2023: £63,688) and expenditure £90,544 (2023: £110,671). Despite the deficit this year the charity holds reserves of £94,694 at 31 March 2023. This includes £7,409 of free unrestricted reserves and £50,840 of designated funds. The designated fund is a contingency fund which was created to ensure that the Charity can continue to operate even in the event of unforeseen and potentially financially damaging circumstances. The contingency fund covers 6 months of expenditure which is within the reserves policy of the charity. The key items of this contingency fund are 3 months running costs in addition to redundancy pay and relevant notice periods for staff.

## **Halesworth Volunteer Centre (working name Halesworth Volunteers)**

### **Report of the Trustees**

#### **For the year ended 31 March 2024**

---

Over and above the reserves target, additional funds of £7,409 were available at year end and provide for additional operational losses in the coming financial year.

#### **Plans for future periods**

The Trustees are keen to continue the current projects to support the local community as well as develop new projects to meet future needs. A particular continued emphasis of our work will be to provide a range of community events and lunches to support people who are isolated or experiencing economic hardship.

We will be undertaking a strategic review of the Community Larder to best reflect current needs.

The Community Car Service is currently operated under a contract with bact as part of the Suffolk County Council Connecting Communities Programme. Suffolk County Council has announced that it intends to offer a further extension of the current contractual relationships, which will provide some security of income through March 2026.

We will be moving from our offices in London Road to a new building managed by the Friends of Halesworth Community Health and Care. We look forward to supporting their work establishing a day care facility for older people.

#### **Use of Volunteers**

The Charity is absolutely reliant upon the substantial voluntary help of both Community Car Service drivers, volunteer shoppers, Isolation Buster and Community Larder volunteers. We have seen the retirement of a number of volunteers this year and so will be focusing on recruiting volunteers, particularly Community Car Drivers in 2024/2025.

#### **Structure, governance and management**

The Charity's constitution was adopted on 8 November 1990 and amended on 14 June 2006 and 22 June 2011.

The Trustees who served during the year and up to the date of approval of the financial statements are disclosed on page 1 of the accounts.

The Charity recruits Trustees through local networks and by recommendation. New Trustees are sympathetic to the Charity's objectives and bring a broad knowledge base to ensure the effective running of the Charity. The Trustee Board is also supported by a representative from Halesworth Town Council, Joyce Mosely. Gareth Ingram also acts as Volunteer Representative.

The Chairperson is responsible for the induction of new Trustees. This involves awareness of the Trustees' Responsibilities, the governing document, administrative procedures, and the history of the Charity. A new Trustee receives copies of the previous year's financial statements, annual report and a copy of the Charity Commission leaflets providing guidance for Trustees.

#### **Statement of responsibilities of the trustees**

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

**Halesworth Volunteer Centre (working name Halesworth Volunteers)**

**Report of the Trustees**

**For the year ended 31 March 2024**

---

The law applicable to charities in England and Wales 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 charity and the incoming resources and application of resources, including the net income or expenditure, of the charity for the year. In preparing those 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 accounting estimates that are reasonable and prudent;
- state whether applicable 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 which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

The Trustees have no beneficial interest in the charity. Alan Creasy was appointed as independent examiner to the charity for the year

Approved by the Trustees on 11 November 2024 and signed on their behalf by



Karen Austin - Trustee



Richard Austin - Trustee

## **Independent Examiner's report**

### **To the Trustees of Halesworth Volunteer Centre**

---

I report to the trustees on my examination of the accounts of Halesworth Volunteer Centre the charity for the year ended 31 March 2024, which are set out on pages 7 to 16.

#### **Responsibilities and basis of report**

As Trustees of the charity, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- (1) accounting records were not kept in respect of the charity as required by section 130 of the Act;
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



Alan Creasy

18 Cecil Road  
Norwich  
NR1 2QL

Date: 15 November 2024

**Halesworth Volunteer Centre (working name Halesworth Volunteers)**

**Statement of financial activities**

**For the year ending 31 March 2024**

	Note	Restricted £	Unrestricted £	<b>2024 Total £</b>	2023 Total £
<b>Income from</b>					
Grants, Donations and Legacies	2	42,589	17,500	60,089	50,214
Charitable Activities	3		15,040	15,040	12,911
Investments			1,645	1,645	563
<b>Total Income</b>		<b>42,589</b>	<b>34,185</b>	<b>76,774</b>	<b>63,688</b>
<b>Expenditure on</b>					
Raising Funds			3,704	3,704	3,363
Charitable Activities	5	39,232	47,608	86,840	107,308
<b>Total Expenditure</b>		<b>39,232</b>	<b>51,312</b>	<b>90,544</b>	<b>110,671</b>
Net Expenditure and Net Movement in Funds	6	3,357	(17,127)	(13,770)	(46,983)
<b>Reconciliation of Funds</b>					
Total funds brought forward		33,088	75,376	108,464	155,447
<b>Total funds carried forward</b>		<b>36,445</b>	<b>58,249</b>	<b>94,694</b>	<b>108,464</b>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 13 to the accounts.

**Halesworth Volunteer Centre (working name Halesworth Volunteers)**  
**Balance sheet**

**As at 31 March 2024**

	Note	2024 £	2023 £
<b>Fixed Assets</b>			
Tangible Assets	9	<u>951</u>	<u>1,228</u>
<b>Current Assets</b>			
Debtors	10	3,644	4,648
Cash at Bank and In Hand		<u>92,546</u>	<u>105,919</u>
		<u>96,190</u>	<u>110,567</u>
<b>Liabilities</b>			
Creditors: amounts falling due within 1 year	11	(2,447)	(3,331)
<b>Net Current Assets</b>		<u>93,743</u>	<u>107,236</u>
<b>Net Assets</b>	12	<u><b>94,694</b></u>	<u><b>108,464</b></u>
<b>Funds</b>			
Restricted Funds	13	36,445	33,088
Unrestricted Funds			
Designated Funds		50,840	62,723
General Funds		7,409	12,653
<b>Total Charity Funds</b>		<u><b>94,694</b></u>	<u><b>108,464</b></u>

Approved by the Trustees on 11 November 2024 and signed on their behalf by



Karen Austin - Trustee



Richard Austin - Trustee

## Halesworth Volunteer Centre (working name Halesworth Volunteers)

### Notes to the financial statements

For the year ended 31 March 2024

---

#### 1. Accounting policies

##### a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Halesworth Volunteer Centre (working name Halesworth Volunteers) meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

##### b) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves and cash balances. There are no material uncertainties about the charity's ability to continue as a going concern.

##### c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

##### d) Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item, is probable and the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

## Halesworth Volunteer Centre (working name Halesworth Volunteers)

### Notes to the financial statements

For the year ended 31 March 2024

#### 1. Accounting policies (continued)

##### e) Donated stock not recognised

Donated items of stock for resale or distribution are not included in the financial statements until they are sold or distributed. The Trustees consider it impractical to be able to assess the amount of donated stocks. There are no systems in place which record these items and undertaking a stock take would incur undue cost for the charity, which far outweigh the benefits.

##### f) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

##### g) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

##### h) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

##### i) Allocation of support and governance costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities based on cost of each activity as follows:

	2024	2023
Raising funds	0.0%	0.0%
Charitable activities	100.0%	100.0%

##### j) Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Computer equipment	3 years
Fixtures and fittings	3 years

Items of equipment are capitalised where the purchase price exceeds £100 at the discretion of the trustees.

## Halesworth Volunteer Centre (working name Halesworth Volunteers)

### Notes to the financial statements

For the year ended 31 March 2024

---

#### 1. Accounting policies (continued)

##### k) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

##### l) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

##### m) Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

##### n) Financial instruments

The trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently recognised at amortised cost using the effective interest method.

##### o) Pension costs

The charity operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

##### p) Accounting estimates and key judgements

In the application of the charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

The key source of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements is depreciation as described in note j above.

## Halesworth Volunteer Centre (working name Halesworth Volunteers)

### Notes to the financial statements

#### For the year ended 31 March 2024

	Restricted £	Unrestricted £	<b>2024 Total £</b>	2023 Total £
<b>2. Income from Grants and Donations</b>				
Grants from Trusts and Foundations	27,882	375	28,257	21,644
Personal Donations	14,707	5,782	20,489	17,356
Fund Raising		4,295	4,295	1,165
Local Organisations and Business	-	5,077	5,077	6,260
Town and Parish Council Grants	-	1,971	1,971	3,789
Legacies	-	-		-
<b>Total Income from Grants and Donations</b>	<b><u>42,589</u></b>	<b><u>17,500</u></b>	<b><u>60,089</u></b>	<b><u>50,214</u></b>
<b>3. Income from charitable activities</b>	Restricted	Unrestricted	<b>2024 Total</b>	2023 Total
Community Car Invoiced & Non-Invoiced Admin Contribution		7,822	7,822	7,137
Community Transport		<u>7,218</u>	<u>7,218</u>	<u>5,774</u>
<b>Total Income from charitable activities</b>	<b><u>-</u></b>	<b><u>15,040</u></b>	<b><u>15,040</u></b>	<b><u>12,911</u></b>

All income from charitable activities was unrestricted in the current and prior period.

#### **4. Government grants**

The charity receives government grants, defined as funding from The National Lottery Community Fund, Suffolk County Council, East Suffolk County Council and Halesworth Town Council to fund charitable activities. The total value of such grants in the period ending 31 March 2024 was £20,863 (2023: £15,998). There are no unfulfilled conditions or contingencies attaching to these grants in 2023/24 or the prior year.

## Halesworth Volunteer Centre (working name Halesworth Volunteers)

### Notes to the financial statements

For the year ended 31 March 2024

#### 5. Total expenditure

5. Total Expenditure	2024				2023			
	Raising Funds £	Charitable Activities £	Support and Governance £	2024 Total £	Raising Funds £	Charitable Activities £	Support and Governance £	2023 Total £
Staff Costs	3,704	50,504	2,414	56,622	3,363	61,053	2,802	67,218
Grants Paid	-	-	-	-	-	4,735	-	4,735
Pension Costs	-	2,124	-	2,124	-	996	-	996
Staff Expenses	-	428	-	428	-	189	-	189
Direct Larder Costs	-	22,330	-	22,330	-	16,206	-	16,206
Volunteer Expenses	-	3,109	-	3,109	-	9,051	-	9,051
Sundry Goods	-	-	-	-	-	464	-	464
Equipment	-	-	-	-	-	-	-	-
Website and database development	-	362	-	362	-	3,845	-	3,845
Telephone Costs	-	1,487	-	1,487	-	1,310	-	1,310
Advertising	-	120	-	120	-	180	-	180
Admin Costs	-	1,250	-	1,250	-	2,564	-	2,564
Insurance	-	1,656	-	1,656	-	990	-	990
Audit and Accountancy	-	-	500	500	-	-	1,680	1,680
Events	-	60	-	60	-	1,143	-	1,143
Depreciation	-	475	-	475	-	72	-	72
Bad Debts	-	21	-	21	-	28	-	28
<b>Sub-Total</b>	<b>3,704</b>	<b>83,926</b>	<b>2,914</b>	<b>90,544</b>	<b>3,363</b>	<b>102,826</b>	<b>4,482</b>	<b>110,671</b>
Allocation of Support and Governance Costs	-	2,914	(2,914)	-	-	4,482	(4,482)	-
<b>Total Expenditure</b>	<b>3,704</b>	<b>86,840</b>	<b>-</b>	<b>90,544</b>	<b>3,363</b>	<b>107,308</b>	<b>-</b>	<b>110,671</b>

## Halesworth Volunteer Centre (working name Halesworth Volunteers)

### Notes to the financial statements

For the year ended 31 March 2024

---

#### 6. Net Movement in Funds

Stated after charging:	2024 £	2023 £
Depreciation	475	72
Independent Examiners Examination	500	1,680

#### 7. Staff Costs and numbers

Staff Costs were as follows:	2024 £	2023 £
Salaries and Wages	56,622	67,218
Pension Costs	2,124	996
	<b>58,746</b>	<b>68,214</b>

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

The key management personnel of the charity comprise the Director and Deputy Director.

The total employee benefits of the key management personnel were £35,034 (2023: £28,023).

	2024 No.	2023 No.
Average head count	4.00	4.80

#### 8. Taxation

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

Halesworth Volunteer Centre (working name Halesworth Volunteers)

Notes to the financial statements

For the year ended 31 March 2024

	Fixtures & Fittings	Computer Equipment	Total
<b>9. Tangible Fixed Assets</b>			
Cost at 1 April 2023	1,228	-	<b>1,228</b>
Additions	198		<b>198</b>
At 31 March 2024	1,426		<b>1,426</b>
Depreciation Charge for the Year	475		<b>475</b>
Net Book Value at 31 March 2024	951		<b>951</b>

(Computer Equipment has fully depreciated)

**10. Debtors**

	2024 £	2023 £
Trade Debtors	<u><b>3,644</b></u>	<u>4,648</u>

**11. Creditors: amounts due within 1 year**

	2024 £	2023 £
Trade Creditors	<b>692</b>	295
Accruals	<b>500</b>	1,839
Other Taxation and social security	<b>1,096</b>	1,096
Other Creditors	<u><b>159</b></u>	<u>101</u>
	<u><b>2,447</b></u>	<u>3,331</u>

**12. Analysis of net assets**

	Restricted Funds £	Designated Funds £	General Funds £	Total Funds £
Tangible Fixed Assets			951	951
Current Assets	36,445	50,840	8,905	96,190
Current Liabilities			(2,447)	(2,447)
<b>Net Assets at 31st March 2024</b>	<u><b>36,445</b></u>	<u><b>50,840</b></u>	<u><b>7,409</b></u>	<u><b>94,694</b></u>
<i>Prior Year Comparative:</i>	<i>Restricted Funds</i>	<i>Designated Funds</i>	<i>General Funds</i>	<i>Total Funds</i>
	£	£	£	£
Tangible Fixed Assets			1,228	1,228
Current Assets	33,088	62,723	14,756	110,567
Current Liabilities			(3,331)	(3,331)
<b>Net Assets at 31st March 2023</b>	<u><b>33,088</b></u>	<u><b>62,723</b></u>	<u><b>12,653</b></u>	<u><b>108,464</b></u>

## Halesworth Volunteer Centre (working name Halesworth Volunteers)

### Notes to the financial statements

For the year ended 31 March 2024

#### 13. Movement in Funds

	At 1 April 2023	Income	Expenditure	Transfer between funds	At 31 March 2024
<b>Restricted Funds</b>					
Community Larder (inc. Donations)	30,463	14,707	14,956		<b>30,214</b>
Remainder of SCF Food and Drink Fund	1,000		1,000		-
Remainder of SCF Food and Drink Fund	1,000		1,000		-
Remainder of Tesco Community Grant	625		625		-
National Lottery Cost of Living Fund		14,693	14,693		-
SCF Food and Drink Fund		4,200	3,700		<b>500</b>
Hedley Foundation	-	1,000	250		<b>750</b>
Co-op Local Community Fund		1,009	1,009		-
SCF Simpson Fund		1,999	1,999		-
SCF. Coop Community Cares Fund		4,981			<b>4,981</b>
<b>Total Restricted Funds</b>	<b>33,088</b>	<b>42,589</b>	<b>39,232</b>		<b>36,445</b>
<b>Unrestricted Funds</b>					
Designated Funds - Contingency Funds	62,723			(11,883)	<b>50,840</b>
General Funds	12,653	34,185	51,312	11,883	<b>7,407</b>
<b>Total Unrestricted Funds</b>	<b>75,376</b>	<b>34,185</b>	<b>51,312</b>	<b>-</b>	<b>58,249</b>
<b>Total Funds</b>	<b>108,464</b>	<b>76,774</b>	<b>90,544</b>	<b>-</b>	<b>94,694</b>

#### Purposes of restricted funds

Community Larder The Community Larder fund is for providing a food bank style service in Halesworth during and after the covid pandemic.

Going Social (Coop Community Cares Fund) Going Social fund aims to help older people become active members of their community through a range of events.

#### Purposes of designated funds

Contingency fund There is currently little guaranteed income that the charity can rely on to meet its objectives. The contingency fund has been designated to ensure that the Charity can continue to operate and meet the needs of the clients for a period of time in the event of unforeseen circumstances. The trustees continue to consider particular contingency amounts to cover:

- provision of 3 months' worth of running costs; and
- statutory redundancy provision.

#### Transfers

The reason for the transfer between funds is a reduction in the contingency funds required.

#### 14. Related party transactions

There were no related party transactions in the current or prior period.

**HALESWORTH VOLUNTEER CENTRE**

England & Wales - Charity number 1001776

---

# Accounts

---

Charity no. 1001776

**Halesworth Volunteers**  
(working name of Halesworth Volunteer Centre)

**Report and Unaudited Financial  
Statements**

**31 March 2023**

## Halesworth Volunteer Centre (working name Halesworth Volunteers)

### Reference and administrative details

For the year ended 31 March 2023

---

**Charity number** 1001776

**Registered office and operational address** Halesworth Volunteer Centre  
London Road  
Halesworth  
Suffolk  
IP19 8LW

**Trustees** The trustees who served during the year and up to the date of this report were as follows:

Karen Austin	Chair
Richard Austin	
Steve Chadwick	
Gareth Ingram	Appointed 15 December 2022
John Lavery	Resigned 25 January 2022
Clare Ludwig	
Karen Spence-Thomas	Appointed 15 December 2022
Christopher Warner	
David Wollweber	Appointed 15 December 2022

**Independent examiners** Godfrey Wilson Limited  
Chartered accountants and statutory auditors  
5th Floor Mariner House  
62 Prince Street  
Bristol  
BS1 4QD

## **Halesworth Volunteer Centre (working name Halesworth Volunteers)**

### **Report of the trustees**

#### **For the year ended 31 March 2023**

---

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Constitution and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2019).

#### **Objectives and activities**

The Charity's objects are to undertake voluntary work in education, social wellbeing, rural isolation and deprivation and similar charitable activities amongst those classes in need thereof. The Charity undertakes a number of services to fulfil these objectives, centred around Halesworth, which includes the following key activities:

- Community car service;
- Isolation Busters - a befriending service and other services to support vulnerable and older people;
- A community larder; and
- Support to other voluntary and community groups.

The Trustees have paid due regard to guidance issued by the Charity Commission on public benefit in deciding what activities the Charity should undertake.

#### **Achievements and performance**

This year, we had the honour to be awarded The Queen's Award for Volunteering. This prestigious award recognises the work we have done in our communities, supporting vulnerable people and making lives better. We received our Award from the Lord Lieutenant of Suffolk in December 2022.

In June 2022 Halesworth Volunteer Centre rebranded to become Halesworth Volunteers. We launched a new website with the functionality to make donations online. The rebrand has been very well-received.

The focus of much of this year has been on supporting people, particularly older and vulnerable people to play an active role in our community. Our Community Larder Project in partnership with St Mary's Church, Halesworth has grown from strength to strength.

We have continued our programme of social events, activities and outings which are designed to support elderly, isolated people to get out and about. A particular highlight was the lunch organised to celebrate the Queen's Platinum Jubilee.

The well-being lunches, targeted at people who struggle with their mental health well-being and run in association with the Suffolk Wellbeing Service, continue to be popular.

Befriending through our Isolation Buster Programme remains an important part of our work, referrals to this service have increased significantly during the year and we currently support nearly 40 people.

The Community Car Service continues to offer vital transport to its beneficiaries. We have seen an increased focus on taking people to their hospital appointments. 20% of our journeys have been to hospitals, double what we undertook before the pandemic. The Shopping Service has continued, supporting people who can no longer shop for themselves or who have had to isolate because of covid. 18 households a week are supported by this service.

## **Halesworth Volunteer Centre (working name Halesworth Volunteers)**

### **Report of the trustees**

#### **For the year ended 31 March 2023**

---

Our Community Larder Project has continued to grow and there has been an increase in Larder user visitors from 500 a month to over 700. The Larder is open to all but we are seeing an increasing number of visitors who are struggling financially, with a significant increase in families with children accessing the service. We have worked closely with our local supermarket and are supported by local businesses and many generous individual donors. The Larder is part of the FareShare Scheme and is also supported by Suffolk County Council and the Suffolk Community Foundation.

The Charity continues to work in partnership with local groups and organisations to support vulnerable people.

Halesworth Volunteers continued to provide a staff member to support the development of Bungay Community Support. BCS has now become a Charity in its own right and has established itself as a highly successful voluntary organisation.

#### **Risk management**

The Trustees have assessed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity, and are satisfied that systems and procedures are in place to mitigate exposure to those major risks.

#### **Going concern**

After making appropriate enquiries, the trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements.

#### **Financial review**

Income for the year was £63,688 (2022: £65,953) and expenditure £110,671 (2022: £88,370). Despite the deficit this year the charity holds strong reserves of £108,464 at 31 March 2023. This includes £12,653 of free unrestricted reserves and £62,723 of designated funds. The designated fund is a contingency fund which was created to ensure that the Charity can continue to operate even in the event of unforeseen and potentially financially damaging circumstances. The Contingency fund covers 7 months of expenditure which is within the reserves policy of the charity.

The trustees have a reserves target of £62,723 for year ended 31 March 2023 and this is held in a designated fund at year end. The key items this covers are 3 months running costs and redundancies.

Over and above the reserves target, additional funds of £12,653 were available at year end and provide for additional operational losses in the coming financial year.

#### **Plans for future periods**

The Trustees are keen to continue the current projects to support the local community as well as develop new projects to meet future needs. A particular emphasis of our work will be to provide a range of community events and lunches to support people who are isolated or experiencing economic hardship.

We will be undertaking a strategic review of the Community Larder as it celebrates its third year of operation in June 2023.

## **Halesworth Volunteer Centre (working name Halesworth Volunteers)**

### **Report of the trustees**

#### **For the year ended 31 March 2023**

---

The Community Car Service is currently operated under a contract with bact as part of the Suffolk County Council Connecting Communities Programme. Suffolk County Council has announced that there will be a new tender for a Community Transport service to be launched in April 2024.

We will be moving from our offices in London Road to a new building managed by the Friends of Halesworth Community Health and Care. We look forward to supporting their work establishing a day care facility for older people.

#### **Use of Volunteers**

The Charity is absolutely reliant upon the substantial voluntary help of both Community Car Service drivers, volunteer shoppers, Isolation Buster and Community Larder volunteers. We have seen the retirement of a number of volunteers this year and so will be focusing on recruiting volunteers, particularly Community Car Drivers in 2023/2024.

#### **Structure, governance and management**

The Charity's constitution was adopted on 8 November 1990 and amended on 14 June 2006 and 22 June 2011.

The Trustees who served during the year and up to the date of approval of the financial statements are disclosed on page 1 of the accounts.

The Charity recruits Trustees through local networks and by recommendation. New Trustees are sympathetic to the Charity's objectives and bring a broad knowledge base to ensure the effective running of the Charity. The Trustee Board is also supported by a representative from Halesworth Town Council, David Wollweber. Gareth Ingram also acts as Volunteer Representative.

The Chairperson is responsible for the induction of new Trustees. This involves awareness of the Trustees' Responsibilities, the governing document, administrative procedures, and the history of the Charity. A new Trustee receives copies of the previous year's financial statements, annual report and a copy of the Charity Commission leaflets providing guidance for Trustees.

#### **Statement of responsibilities of the trustees**

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales 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 charity and the incoming resources and application of resources, including the net income or expenditure, of the charity for the year. In preparing those 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 accounting estimates that are reasonable and prudent;
- state whether applicable 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.

**Halesworth Volunteer Centre (working name Halesworth Volunteers)**

**Report of the trustees**

**For the year ended 31 March 2023**

---

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

The trustees have no beneficial interest in the charity.

**Independent examiners**

Godfrey Wilson Limited were re-appointed as independent examiners to the charity during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 6 October 2023 and signed on their behalf by

*Karen austin*

Karen Austin - Trustee



Richard Austin - Trustee

## **Independent examiner's report**

### **To the trustees of**

#### **Halesworth Volunteer Centre**

---

I report to the trustees on my examination of the accounts of Halesworth Volunteer Centre the charity for the year ended 31 March 2023, which are set out on pages 7 to 19.

#### **Responsibilities and basis of report**

As trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- (1) accounting records were not kept in respect of the charity as required by section 130 of the Act;
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

*William Guy Blake*

Date: 6 October 2023

**William Guy Blake ACA**

**Member of the ICAEW**

For and on behalf of:

**Godfrey Wilson Limited**

Chartered accountants and statutory auditors

5th Floor Mariner House

62 Prince Street

Bristol

BS1 4QD

## Halesworth Volunteer Centre (working name Halesworth Volunteers)

### Statement of financial activities

For the year ended 31 March 2023

	Note	Restricted £	Unrestricted £	2023 Total £	2022 Total £
<b>Income from:</b>					
Donations and legacies	3	29,651	20,563	<b>50,214</b>	54,795
Charitable activities	4	-	12,911	<b>12,911</b>	11,138
Investments		-	563	<b>563</b>	20
<b>Total income</b>		<u>29,651</u>	<u>34,037</u>	<b>63,688</b>	<u>65,953</u>
<b>Expenditure on:</b>					
Raising funds		-	3,363	<b>3,363</b>	2,954
Charitable activities		<u>36,104</u>	<u>71,204</u>	<b>107,308</b>	<u>85,416</u>
<b>Total expenditure</b>	6	<u>36,104</u>	<u>74,567</u>	<b>110,671</b>	<u>88,370</u>
<b>Net expenditure and net movement in funds</b>	7	(6,453)	(40,530)	<b>(46,983)</b>	(22,417)
<b>Reconciliation of funds:</b>					
Total funds brought forward		<u>39,541</u>	<u>115,906</u>	<b>155,447</b>	<u>177,864</u>
<b>Total funds carried forward</b>		<u>33,088</u>	<u>75,376</u>	<b>108,464</b>	<u>155,447</u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 14 to the accounts.

## Halesworth Volunteer Centre (working name Halesworth Volunteers)

### Balance sheet

As at 31 March 2023

	Note	£	2023 £	2022 £
<b>Fixed assets</b>				
Tangible assets	10		<u>1,228</u>	<u>-</u>
<b>Current assets</b>				
Debtors	11	4,648		6,895
Cash at bank and in hand		<u>105,919</u>		<u>153,544</u>
		<b>110,567</b>		160,439
<b>Liabilities</b>				
Creditors: amounts falling due within 1 year	12	<u>(3,331)</u>		<u>(4,992)</u>
<b>Net current assets</b>			<u>107,236</u>	<u>155,447</u>
<b>Net assets</b>	13		<u>108,464</u>	<u>155,447</u>
<b>Funds</b>	14			
Restricted funds			33,088	39,541
Unrestricted funds				
Designated funds			62,723	72,189
General funds			<u>12,653</u>	<u>43,717</u>
<b>Total charity funds</b>			<u>108,464</u>	<u>155,447</u>

Approved by the trustees on 6 October 2023 and signed on their behalf by

*Karen austin*

Karen Austin - Trustee



Richard Austin - Trustee

## Halesworth Volunteer Centre (working name Halesworth Volunteers)

### Notes to the financial statements

#### For the year ended 31 March 2023

---

#### 1. Accounting policies

##### a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Halesworth Volunteer Centre (working name Halesworth Volunteers) meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

##### b) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves and cash balances. There are no material uncertainties about the charity's ability to continue as a going concern.

##### c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

##### d) Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item, is probable and the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

## Halesworth Volunteer Centre (working name Halesworth Volunteers)

### Notes to the financial statements

For the year ended 31 March 2023

---

#### 1. Accounting policies (continued)

##### e) Donated stock not recognised

Donated items of stock for resale or distribution are not included in the financial statements until they are sold or distributed. The Trustees consider it impractical to be able to assess the amount of donated stocks. There are no systems in place which record these items and undertaking a stock take would incur undue cost for the charity, which far outweigh the benefits.

##### f) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

##### g) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

##### h) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

##### i) Allocation of support and governance costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities based on cost of each activity as follows:

	2023	2022
Raising funds	0.0%	0.0%
Charitable activities	100.0%	100.0%

##### j) Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Computer equipment	3 years
Fixtures and fittings	3 years

Items of equipment are capitalised where the purchase price exceeds £100 at the discretion of the trustees.

## Halesworth Volunteer Centre (working name Halesworth Volunteers)

### Notes to the financial statements

For the year ended 31 March 2023

---

#### 1. Accounting policies (continued)

##### k) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

##### l) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

##### m) Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

##### n) Financial instruments

The trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently recognised at amortised cost using the effective interest method.

##### o) Pension costs

The charity operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

##### p) Accounting estimates and key judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

The key source of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements is depreciation as described in note j above.

**Halesworth Volunteer Centre (working name Halesworth Volunteers)**

**Notes to the financial statements**

**For the year ended 31 March 2023**

**2. Prior period comparatives: statement of financial activities**

	Restricted £	Unrestricted £	2022 Total £
<b>Income from:</b>			
Donations and legacies	36,753	18,042	<b>54,795</b>
Charitable activities	-	11,138	<b>11,138</b>
Investments	-	20	<b>20</b>
<b>Total income</b>	<b>36,753</b>	<b>29,200</b>	<b>65,953</b>
<b>Expenditure on:</b>			
Raising funds	-	2,954	<b>2,954</b>
Charitable activities	25,740	59,676	<b>85,416</b>
<b>Total expenditure</b>	<b>25,740</b>	<b>62,630</b>	<b>88,370</b>
<b>Net income / (expenditure) and net movement in funds</b>	<b>11,013</b>	<b>(33,430)</b>	<b>(22,417)</b>

**3. Income from donations and legacies**

	Restricted £	Unrestricted £	2023 Total £
Grants from trusts and foundations	13,125	8,519	<b>21,644</b>
Personal donations	15,607	2,914	<b>18,521</b>
Town and Parish council grants	262	5,998	<b>6,260</b>
Local organisations and business	657	3,132	<b>3,789</b>
<b>Total income from donations and legacies</b>	<b>29,651</b>	<b>20,563</b>	<b>50,214</b>

**Prior period comparative:**

	Restricted £	Unrestricted £	2022 Total £
Grants from trusts and foundations	24,074	1,000	25,074
Personal donations	9,726	3,860	13,586
Local organisations and business	450	5,556	6,006
Town and Parish council grants	2,503	2,876	5,379
Legacies	-	4,750	4,750
<b>Total income from donations and legacies</b>	<b>36,753</b>	<b>18,042</b>	<b>54,795</b>

## Halesworth Volunteer Centre (working name Halesworth Volunteers)

### Notes to the financial statements

For the year ended 31 March 2023

---

#### 4. Income from charitable activities

	<b>2023</b>	2022
	<b>Total</b>	Total
	<b>£</b>	£
Community Car Invoiced Contribution	<b>7,137</b>	6,807
Community transport	<b>5,774</b>	4,331
<b>Total income from charitable activities</b>	<b><u>12,911</u></b>	<b><u>11,138</u></b>

All income from charitable activities was unrestricted in the current and prior period.

#### 5. Government grants

The charity receives government grants, defined as funding from The National Lottery Community Fund, Suffolk County Council, East Suffolk County Council and Halesworth Town Council to fund charitable activities. The total value of such grants in the period ending 31 March 2023 was £15,998 (2022: £11,348). There are no unfulfilled conditions or contingencies attaching to these grants in 2022/23 or the prior year.

## Halesworth Volunteer Centre (working name Halesworth Volunteers)

### Notes to the financial statements

For the year ended 31 March 2023

#### 6. Total expenditure

	Raising funds	Charitable activities	Support and governance costs	2023 Total	Raising funds	Charitable activities	Support and governance costs	2022 Total
	£	£	£	£	£	£	£	£
Staff costs (note 8)	3,363	62,049	2,802	<b>68,214</b>	2,954	57,406	-	60,360
Grants paid	-	4,735	-	<b>4,735</b>	-	-	-	-
Staff expenses	-	189	-	<b>189</b>	-	587	-	587
Larder	-	16,206	-	<b>16,206</b>	-	7,576	-	7,576
Volunteer expenses	-	9,051	-	<b>9,051</b>	-	11,155	-	11,155
Sundry goods	-	464	-	<b>464</b>	-	52	-	52
Equipment and software	-	-	-	-	-	310	-	310
Website and database development	-	3,845	-	<b>3,845</b>	-	181	-	181
Telephone costs	-	1,310	-	<b>1,310</b>	-	1,180	-	1,180
Advertising	-	180	-	<b>180</b>	-	219	-	219
Admin costs	-	2,564	-	<b>2,564</b>	-	1,637	-	1,637
Insurance	-	990	-	<b>990</b>	-	1,248	-	1,248
Audit and accountancy	-	-	1,680	<b>1,680</b>	-	234	1,560	1,794
Events	-	1,143	-	<b>1,143</b>	-	1,197	-	1,197
Depreciation	-	72	-	<b>72</b>	-	402	-	402
Bad debts	-	28	-	<b>28</b>	-	472	-	472
<b>Sub-total</b>	<b>3,363</b>	<b>102,826</b>	<b>4,482</b>	<b>110,671</b>	<b>2,954</b>	<b>83,856</b>	<b>1,560</b>	<b>88,370</b>
Allocation of support and governance costs	-	4,482	(4,482)	-	-	1,560	(1,560)	-
<b>Total expenditure</b>	<b>3,363</b>	<b>107,308</b>	<b>-</b>	<b>110,671</b>	<b>2,954</b>	<b>85,416</b>	<b>-</b>	<b>88,370</b>

Total governance costs were £1,680 (2022: £1,560)

## Halesworth Volunteer Centre (working name Halesworth Volunteers)

### Notes to the financial statements

#### For the year ended 31 March 2023

---

#### 7. Net movement in funds

This is stated after charging:

	<b>2023</b>	2022
	£	£
Depreciation	72	402
Operating lease payments	Nil	Nil
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses	-	-
Independent examiner's remuneration:		
▪ Independent examination (excluding VAT)	<u>1,400</u>	<u>1,300</u>

#### 8. Staff costs and numbers

Staff costs were as follows:

	<b>2023</b>	2022
	£	£
Salaries and wages	67,218	59,525
Pension costs	<u>996</u>	<u>835</u>
	<u>68,214</u>	<u>60,360</u>

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

The key management personnel of the charity comprise the Trustees and Centre Manager. The total employee benefits of the key management personnel were £28,023 (2022: £24,618).

	<b>2023</b>	2022
	No.	No.
Average head count	<u>4.80</u>	<u>5.00</u>

#### 9. Taxation

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

Halesworth Volunteer Centre (working name Halesworth Volunteers)

Notes to the financial statements

For the year ended 31 March 2023

10. Tangible fixed assets

	Fixtures and fittings £	Computer equipment £	Total £
<b>Cost</b>			
At 1 April 2022	387	1,230	<b>1,617</b>
Additions	<u>1,300</u>	<u>-</u>	<u><b>1,300</b></u>
At 31 March 2023	<u>1,687</u>	<u>1,230</u>	<u><b>2,917</b></u>
<b>Depreciation</b>			
At 1 April 2022	387	1,230	<b>1,617</b>
Charge for the year	<u>72</u>	<u>-</u>	<u><b>72</b></u>
At 31 March 2023	<u>459</u>	<u>1,230</u>	<u><b>1,689</b></u>
<b>Net book value</b>			
<b>At 31 March 2023</b>	<u><b>1,228</b></u>	<u><b>-</b></u>	<u><b>1,228</b></u>
At 31 March 2022	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>

11. Debtors

	2023 £	2022 £
Trade debtors	<u><b>4,648</b></u>	<u>6,895</u>

12. Creditors : amounts due within 1 year

	2023 £	2022 £
Trade creditors	<b>295</b>	1,315
Accruals	<b>1,839</b>	1,637
Other taxation and social security	<b>1,096</b>	1,613
Other creditors	<u><b>101</b></u>	<u>427</u>
	<u><b>3,331</b></u>	<u>4,992</u>

Halesworth Volunteer Centre (working name Halesworth Volunteers)

Notes to the financial statements

For the year ended 31 March 2023

13. Analysis of net assets between funds

	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	-	-	1,228	1,228
Current assets	33,088	62,723	14,756	110,567
Current liabilities	-	-	(3,331)	(3,331)
<b>Net assets at 31 March 2023</b>	<b>33,088</b>	<b>62,723</b>	<b>12,653</b>	<b>108,464</b>
<b>Prior year comparative</b>				
	Restricted funds £	Designated funds £	General funds £	Total funds £
Current assets	39,541	72,189	48,709	160,439
Current liabilities	-	-	(4,992)	(4,992)
<b>Net assets at 31 March 2022</b>	<b>39,541</b>	<b>72,189</b>	<b>43,717</b>	<b>155,447</b>

## Halesworth Volunteer Centre (working name Halesworth Volunteers)

### Notes to the financial statements

For the year ended 31 March 2023

#### 14. Movements in funds

	At 1 April 2022 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2023 £
<b>Restricted funds</b>					
Bungay GNS	12,474	2,937	(15,411)	-	-
Community Larder	27,067	26,714	(20,693)	-	<b>33,088</b>
<b>Total restricted funds</b>	<b>39,541</b>	<b>29,651</b>	<b>(36,104)</b>	<b>-</b>	<b>33,088</b>
<b>Unrestricted funds</b>					
<i>Designated funds:</i>					
Contingency fund	72,189	-	-	(9,466)	<b>62,723</b>
<i>Total designated funds</i>	<b>72,189</b>	<b>-</b>	<b>-</b>	<b>(9,466)</b>	<b>62,723</b>
General funds	43,717	34,037	(74,567)	9,466	<b>12,653</b>
<b>Total unrestricted funds</b>	<b>115,906</b>	<b>34,037</b>	<b>(74,567)</b>	<b>-</b>	<b>75,376</b>
<b>Total funds</b>	<b>155,447</b>	<b>63,688</b>	<b>(110,671)</b>	<b>-</b>	<b>108,464</b>

#### Purposes of restricted funds

Bungay GNS The Bungay GNS fund is for specific work supporting the Community Project in Bungay.

Community Larder The Community Larder fund is for providing a food bank style service in Halesworth during and after the covid pandemic.

#### Purposes of designated funds

Contingency fund There is currently little guaranteed income that the charity can rely on to meet its objectives. The contingency fund has been designated to ensure that the Charity can continue to operate and meet the needs of the clients for a period of time in the event of unforeseen circumstances. The trustees continue to consider particular contingency amounts to cover:  
a) provision of 3 months' worth of running costs; and  
b) statutory redundancy provision.

#### Transfers

The reason for the transfer between funds is a reduction in the contingency funds required.

## Halesworth Volunteer Centre (working name Halesworth Volunteers)

### Notes to the financial statements

For the year ended 31 March 2023

#### 14. Movements in funds (continued)

##### Prior year comparative

	At 1 April 2021 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2022 £
<b>Restricted funds</b>					
Bungay GNS	14,457	11,310	(13,293)	-	12,474
Community Larder	10,761	25,443	(9,137)	-	27,067
Harris Family fund	1,780	-	(1,780)	-	-
Pargiter Trust fund	1,530	-	(1,530)	-	-
<b>Total restricted funds</b>	<u>28,528</u>	<u>36,753</u>	<u>(25,740)</u>	<u>-</u>	<u>39,541</u>
<b>Unrestricted funds</b>					
<i>Designated funds:</i>					
Contingency fund	<u>72,757</u>	<u>-</u>	<u>-</u>	<u>(568)</u>	<u>72,189</u>
<i>Total designated funds</i>	<u>72,757</u>	<u>-</u>	<u>-</u>	<u>(568)</u>	<u>72,189</u>
General funds	<u>76,579</u>	<u>29,200</u>	<u>(62,630)</u>	<u>568</u>	<u>43,717</u>
<b>Total unrestricted funds</b>	<u>149,336</u>	<u>29,200</u>	<u>(62,630)</u>	<u>-</u>	<u>115,906</u>
<b>Total funds</b>	<u><u>177,864</u></u>	<u><u>65,953</u></u>	<u><u>(88,370)</u></u>	<u><u>-</u></u>	<u><u>155,447</u></u>

#### 15. Related party transactions

There were no related party transactions in the current or prior period.

**HALESWORTH VOLUNTEER CENTRE**

England & Wales - Charity number 1001776

---

# Accounts

---

Charity no. 1001776

**Halesworth Volunteer Centre  
Report and Unaudited Financial  
Statements  
31 March 2022**

## Halesworth Volunteer Centre

### Reference and administrative details

For the year ended 31 March 2022

---

**Charity number** 1001776

**Registered office and operational address** Halesworth Volunteer Centre  
London Road  
Halesworth  
Suffolk  
IP19 8LW

**Trustees** The trustees who served during the year and up to the date of this report were as follows:

Karen Austin	Chair
Richard Austin	
Steve Chadwick	
John Lavery	Resigned 25 January 2022
Clare Ludwig	
Christopher Warner	

**Independent examiners** Godfrey Wilson Limited  
Chartered accountants and statutory auditors  
5th Floor Mariner House  
62 Prince Street  
Bristol  
BS1 4QD

## **Halesworth Volunteer Centre**

### **Report of the trustees**

#### **For the year ended 31 March 2022**

---

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Constitution and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2019).

#### **Objectives and activities**

The Charity's objects are to undertake voluntary work in education, social wellbeing, rural isolation and deprivation and similar charitable activities amongst those classes in need thereof. The Charity undertakes a number of services to fulfil these objectives, centred around Halesworth, which includes the following key activities:

- Community car service;
- Isolation Busters - a befriending service and other services to support vulnerable and older people; and
- Support to other voluntary and community groups.

During this year, the Charity has continued in its role as the Community Support Hub as we recover from the Covid 19 Pandemic.

The Trustees have paid due regard to guidance issued by the Charity Commission on public benefit in deciding what activities the Charity should undertake.

#### **Achievements and performance**

The focus of much of this year has been on supporting people, particularly older and vulnerable people recover from the effects of the Covid 19 Pandemic.

Many older people have struggled to re-engage with their lives pre-pandemic and so the Charity has held regular social events and outings to help people regain the confidence to socialise for themselves. These events have included tea parties in partnership with local Charities like the Pear Tree Centre and local businesses and trips out shopping.

Befriending through our Isolation Buster Programme remains an important part of our work, referrals to this service have increased significantly during the year.

The Community Car Service continues to offer vital transport to its beneficiaries. This year, the main emphasis of the service has been getting people to their medical appointments. We have seen an increase in the number of hospital trips we have undertaken and a reduction in trips for social and personal business. The numbers of journeys undertaken have not returned to pre-covid levels but are increasing.

The Shopping Service has continued, supporting people who can no longer shop for themselves or who have had to isolate because of covid. 20 households a week are supported by this service.

Our Community Larder Project, in partnership with St Mary's Church, Halesworth was set up during the first Covid-19 lockdown to enable the sharing and donating of food to those in need. This service has continued to grow and there has been an increase in Larder users from an average of 300 visitors per month to 500. The service continues to be supported by local businesses, is part of the FairShare Scheme and is supported by Suffolk County Council.

The Charity continues to work in partnership with local groups and organisations to support vulnerable people. This year we supported the Compassionate Communities Project led by the Pear Tree Centre and worked with East Suffolk Council as part of their Community Partnership.

## **Halesworth Volunteer Centre**

### **Report of the trustees**

#### **For the year ended 31 March 2022**

---

HVC is supporting Bungay Town Council and their Bungay Emergency Community Support Project (BECS) to become a Charity in its own right Bungay Community Support.

HVC is acting as grant receiver for BECS until they have established a charity in their own right.

#### **Risk management**

The Trustees have assessed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity, and are satisfied that systems and procedures are in place to mitigate exposure to those major risks.

#### **Going concern**

After making appropriate enquiries, the trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements.

#### **Financial review**

Income for the year was £65,953 (2021: £106,314) and expenditure £88,370 (2021: £73,077). Despite the deficit this year the charity holds strong reserves of £155,447 at 31 March 2022. This includes £43,717 of free unrestricted reserves and £72,189 of designated funds. The designated fund is a contingency fund which was created to ensure that the Charity can continue to operate even in the event of unforeseen and potentially financially damaging circumstances. The Contingency fund covers 7 months of expenditure which is within the reserves policy of the charity.

The trustees have a reserves target of £72k for year ended 31st March 2022 and this is held in a designated fund at year end. The key items this covers are 3 months running costs, redundancies and an office move. The latter is increasingly likely in the 2023 calendar year; it is envisaged that the reserves target will reduce in future years once we have certainty over a potential office move.

Over and above the reserves target, additional funds of £44k were available at year end and provide for additional operational losses in the coming financial year.

#### **Plans for future periods**

The trustees are keen to continue the current projects to support the local community as well as develop new projects to meet future needs.

#### **Use of Volunteers**

The Charity is absolutely reliant upon the substantial voluntary help of both Community Car Service drivers, volunteer shoppers, Isolation Buster and Community Larder volunteers. The Charity is grateful that, unlike many other charities, so many people have returned to volunteering after the Pandemic but recruitment of volunteers will be an important focus going forward.

#### **Structure, governance and management**

The Charity's constitution was adopted on 8 November 1990 and amended on 14 June 2006 and 22 June 2011.

The Trustees who served during the year and up to the date of approval of the financial statements are disclosed on page 1 of the accounts.

## **Halesworth Volunteer Centre**

### **Report of the trustees**

#### **For the year ended 31 March 2022**

---

The Charity recruits Trustees through local networks and by recommendation. New Trustees are sympathetic to the Charity's objectives and bring a broad knowledge base to ensure the effective running of the Charity. The Trustee Board is also supported by a Volunteer Representative, Gareth Ingram and a representative from Halesworth Town Council, Dave Wollweber.

The Chairperson is responsible for the induction of new Trustees. This involves awareness of the Trustees' Responsibilities, the governing document, administrative procedures, and the history of the Charity. A new Trustee receives copies of the previous year's financial statements, annual report and a copy of the Charity Commission leaflets providing guidance for Trustees.

#### **Statement of responsibilities of the trustees**

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales 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 charity and the incoming resources and application of resources, including the net income or expenditure, of the charity for the year. In preparing those 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 accounting estimates that are reasonable and prudent;
- state whether applicable 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 which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

The trustees have no beneficial interest in the charity.

**Halesworth Volunteer Centre**

**Report of the trustees**

**For the year ended 31 March 2022**

---

**Independent examiners**

Godfrey Wilson Limited were appointed as independent examiners to the charity during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 23 November 2022 and signed on their behalf by

*Karen Austin*

Karen Austin - Trustee



Richard Austin - Trustee

## **Independent examiner's report**

### **To the trustees of**

#### **Halesworth Volunteer Centre**

---

I report to the trustees on my examination of the accounts of Halesworth Volunteer Centre the charity for the year ended 31 March 2022, which are set out on pages 7 to 19.

#### **Responsibilities and basis of report**

As trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- (1) accounting records were not kept in respect of the charity as required by section 130 of the Act;
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

*William Guy Blake*

Date: 24 November 2022

**William Guy Blake ACA**

**Member of the ICAEW**

For and on behalf of:

**Godfrey Wilson Limited**

Chartered accountants and statutory auditors

5th Floor Mariner House

62 Prince Street

Bristol

BS1 4QD

Halesworth Volunteer Centre

Statement of financial activities

For the year ended 31 March 2022

	Note	Restricted £	Unrestricted £	2022 Total £	2021 Total £
<b>Income from:</b>					
Donations and legacies	3	36,753	18,042	<b>54,795</b>	94,492
Charitable activities	4	-	11,138	<b>11,138</b>	10,607
Investments		-	20	<b>20</b>	116
Other		-	-	-	1,099
<b>Total income</b>		<u>36,753</u>	<u>29,200</u>	<u><b>65,953</b></u>	<u>106,314</u>
<b>Expenditure on:</b>					
Raising funds		-	2,954	<b>2,954</b>	-
Charitable activities		<u>25,740</u>	<u>59,676</u>	<u><b>85,416</b></u>	<u>73,077</u>
<b>Total expenditure</b>	6	<u>25,740</u>	<u>62,630</u>	<u><b>88,370</b></u>	<u>73,077</u>
<b>Net income / (expenditure) and net movement in funds</b>	7	11,013	(33,430)	<b>(22,417)</b>	33,237
<b>Reconciliation of funds:</b>					
Total funds brought forward		<u>28,528</u>	<u>149,336</u>	<u><b>177,864</b></u>	<u>144,627</u>
<b>Total funds carried forward</b>		<u><u>39,541</u></u>	<u><u>115,906</u></u>	<u><u><b>155,447</b></u></u>	<u><u>177,864</u></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 14 to the accounts.

## Halesworth Volunteer Centre

### Balance sheet

As at 31 March 2022

	Note	£	2022 £	2021 £
<b>Fixed assets</b>				
Tangible assets	10		-	<u>402</u>
<b>Current assets</b>				
Debtors	11	<b>6,895</b>		8,462
Cash at bank and in hand		<b><u>153,544</u></b>		<u>171,847</u>
		<b>160,439</b>		180,309
<b>Liabilities</b>				
Creditors: amounts falling due within 1 year	12	<b><u>(4,992)</u></b>		<u>(2,847)</u>
<b>Net current assets</b>			<b><u>155,447</u></b>	<u>177,462</u>
<b>Net assets</b>	13		<b><u><u>155,447</u></u></b>	<u><u>177,864</u></u>
<b>Funds</b>	14			
Restricted funds			<b>39,541</b>	28,528
Unrestricted funds				
Designated funds			<b>72,189</b>	72,757
General funds			<b><u>43,717</u></b>	<u>76,579</u>
<b>Total charity funds</b>			<b><u><u>155,447</u></u></b>	<u><u>177,864</u></u>

Approved by the trustees on 23 November 2022 and signed on their behalf by

*Karen Austin*

Karen Austin - Trustee



Richard Austin - Trustee

## Halesworth Volunteer Centre

### Notes to the financial statements

#### For the year ended 31 March 2022

---

#### 1. Accounting policies

##### a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Halesworth Volunteer Centre meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

##### b) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves and cash balances. There are no material uncertainties about the charity's ability to continue as a going concern.

##### c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

##### d) Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item, is probable and the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

## Halesworth Volunteer Centre

### Notes to the financial statements

#### For the year ended 31 March 2022

---

**e) Donated stock not recognised**

Donated items of stock for resale or distribution are not included in the financial statements until they are sold or distributed. The Trustees consider it impractical to be able to assess the amount of donated stocks. There are no systems in place which record these items and undertaking a stock take would incur undue cost for the charity, which far outweigh the benefits.

**f) Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

**g) Funds accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

**h) Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

**i) Allocation of support and governance costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities based on cost of each activity as follows:

	<b>2022</b>	2021
Raising funds	<b>0.0%</b>	0.0%
Charitable activities	<b>100.0%</b>	100.0%

**j) Tangible fixed assets**

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Computer equipment	3 years
--------------------	---------

Items of equipment are capitalised where the purchase price exceeds £100 at the discretion of the trustees.

## Halesworth Volunteer Centre

### Notes to the financial statements

#### For the year ended 31 March 2022

---

**k) Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**l) Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**m) Creditors**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**n) Financial instruments**

The trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently recognised at amortised cost using the effective interest method.

**o) Pension costs**

The charity operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

**p) Accounting estimates and key judgements**

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

The key source of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements is depreciation as described in note j above.

Halesworth Volunteer Centre

Notes to the financial statements

For the year ended 31 March 2022

2. Prior period comparatives: statement of financial activities

	Restricted £	Unrestricted £	2021 Total £
<b>Income from:</b>			
Donations and legacies	45,400	49,092	94,492
Charitable activities	-	10,607	10,607
Other	752	347	1,099
Investments	-	116	116
<b>Total income</b>	<b>46,152</b>	<b>60,162</b>	<b>106,314</b>
<b>Expenditure on:</b>			
Charitable activities	21,054	52,023	73,077
<b>Total expenditure</b>	<b>21,054</b>	<b>52,023</b>	<b>73,077</b>
<b>Net income / (expenditure)</b>	<b>25,098</b>	<b>8,139</b>	<b>33,237</b>
Transfers between funds	-	-	-
<b>Net movement in funds</b>	<b>25,098</b>	<b>8,139</b>	<b>33,237</b>

3. Income from donations and legacies

	Restricted £	Unrestricted £	2022 Total £
Grants from trusts and foundations	24,074	1,000	<b>25,074</b>
Local organisations and business	450	5,556	<b>6,006</b>
Town and Parish council grants	2,503	2,876	<b>5,379</b>
Personal donations	9,726	3,860	<b>13,586</b>
Legacies	-	4,750	<b>4,750</b>
<b>Total income from donations and legacies</b>	<b>36,753</b>	<b>18,042</b>	<b>54,795</b>
<b>Prior period comparative:</b>			
	Restricted £	Unrestricted £	2021 Total £
Grants from trusts and foundations	17,316	8,910	26,226
Local organisations and business	400	9,335	9,735
Town and Parish council grants	19,500	15,000	34,500
Personal donations	8,184	15,847	24,031
<b>Total income from donations and legacies</b>	<b>45,400</b>	<b>49,092</b>	<b>94,492</b>

## Halesworth Volunteer Centre

### Notes to the financial statements

For the year ended 31 March 2022

---

#### 4. Income from charitable activities

	<b>2022</b>	2021
	<b>Total</b>	Total
	<b>£</b>	£
Community transport	<b>4,331</b>	6,931
Community car account contribution	-	359
Community car non-account contribution	<b>6,807</b>	3,317
<b>Total income from charitable activities</b>	<b><u>11,138</u></b>	<b><u>10,607</u></b>

All income from charitable activities was unrestricted in the current and prior period.

#### 5. Government grants

The charity receives government grants, defined as funding from The National Lottery Community Fund, Suffolk County Council and East Suffolk County Council to fund charitable activities. The total value of such grants in the period ending 31 March 2022 was £11,348 (2021: £20,000). There are no unfulfilled conditions or contingencies attaching to these grants in 2021/22 or the prior year.

## Halesworth Volunteer Centre

### Notes to the financial statements

For the year ended 31 March 2022

#### 6. Total expenditure

	Raising funds	Charitable activities	Support and governance costs	2022 Total	Raising funds	Charitable activities	Support and governance costs	2021 Total
	£	£	£	£	£	£	£	£
Staff costs (note 8)	2,954	57,406	-	<b>60,360</b>	-	56,304	-	56,304
Staff expenses	-	587	-	<b>587</b>	-	352	-	352
Larder	-	7,576	-	<b>7,576</b>	-	-	-	-
Volunteer expenses	-	11,155	-	<b>11,155</b>	-	4,852	-	4,852
Training	-	-	-	<b>-</b>	-	50	-	50
Sundry goods	-	52	-	<b>52</b>	-	229	-	229
Equipment and software	-	310	-	<b>310</b>	-	1,359	-	1,359
Website and database development	-	181	-	<b>181</b>	-	2,648	-	2,648
Telephone costs	-	1,180	-	<b>1,180</b>	-	2,049	-	2,049
Advertising	-	219	-	<b>219</b>	-	1,119	-	1,119
Admin costs	-	1,637	-	<b>1,637</b>	-	1,219	-	1,219
Insurance	-	1,248	-	<b>1,248</b>	-	817	-	817
Audit and accountancy	-	234	1,560	<b>1,794</b>	-	-	1,320	1,320
Events	-	1,197	-	<b>1,197</b>	-	-	-	-
Depreciation	-	402	-	<b>402</b>	-	402	-	402
Bad debts	-	472	-	<b>472</b>	-	357	-	357
<b>Sub-total</b>	<b>2,954</b>	<b>83,856</b>	<b>1,560</b>	<b>88,370</b>	<b>-</b>	<b>71,757</b>	<b>1,320</b>	<b>73,077</b>
Allocation of support and governance costs	-	1,560	(1,560)	<b>-</b>	-	1,320	(1,320)	<b>-</b>
<b>Total expenditure</b>	<b>2,954</b>	<b>85,416</b>	<b>-</b>	<b>88,370</b>	<b>-</b>	<b>73,077</b>	<b>-</b>	<b>73,077</b>

Total governance costs were £1,560 (2021: £1,320)

## Halesworth Volunteer Centre

### Notes to the financial statements

#### For the year ended 31 March 2022

---

#### 7. Net movement in funds

This is stated after charging:

	<b>2022</b>	2021
	£	£
Depreciation	<b>402</b>	402
Operating lease payments	<b>Nil</b>	Nil
Trustees' remuneration	<b>Nil</b>	Nil
Trustees' reimbursed expenses	-	172
Independent examiner's remuneration:		
▪ Independent examination (including VAT)	<b><u>1,560</u></b>	<b><u>1,320</u></b>

#### 8. Staff costs and numbers

Staff costs were as follows:

	<b>2022</b>	2021
	£	£
Salaries and wages	<b>59,525</b>	53,496
Social security costs	-	2,055
Pension costs	<b><u>835</u></b>	<u>753</u>
	<b><u>60,360</u></b>	<b><u>56,304</u></b>

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

The key management personnel of the charity comprise the Trustees and Centre Manager. The total employee benefits of the key management personnel were £24,618 (2021: £23,829).

	<b>2022</b>	2021
	No.	No.
Average head count	<b><u>5.00</u></b>	<b><u>5.00</u></b>

#### 9. Taxation

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

## Halesworth Volunteer Centre

### Notes to the financial statements

For the year ended 31 March 2022

#### 10. Tangible fixed assets

	Fixtures and fittings £	Computer equipment £	Total £
<b>Cost</b>			
At 1 April 2021	5,413	1,230	<b>6,643</b>
Disposals	<u>(5,026)</u>	<u>-</u>	<u><b>(5,026)</b></u>
At 31 March 2022	<u>387</u>	<u>1,230</u>	<u><b>1,617</b></u>
<b>Depreciation</b>			
At 1 April 2021	5,011	1,230	<b>6,241</b>
Charge for the year	402	-	<b>402</b>
On disposals	<u>(5,026)</u>	<u>-</u>	<u><b>(5,026)</b></u>
At 31 March 2022	<u>387</u>	<u>1,230</u>	<u><b>1,617</b></u>
<b>Net book value</b>			
<b>At 31 March 2022</b>	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2021	<u>402</u>	<u>-</u>	<u>402</u>

The charity has disposed of any items which it no longer owns or which have been fully depreciated in prior periods.

#### 11. Debtors

	2022 £	2021 £
Trade debtors	<b>6,895</b>	8,058
Prepayments	<u>-</u>	<u>404</u>
	<u><b>6,895</b></u>	<u>8,462</u>

#### 12. Creditors : amounts due within 1 year

	2022 £	2021 £
Trade creditors	<b>1,315</b>	579
Accruals	<b>1,637</b>	1,368
Other taxation and social security	<b>1,613</b>	900
Other creditors	<u>427</u>	<u>-</u>
	<u><b>4,992</b></u>	<u>2,847</u>

## Halesworth Volunteer Centre

### Notes to the financial statements

For the year ended 31 March 2022

---

#### 13. Analysis of net assets between funds

	Restricted funds £	Designated funds £	General funds £	Total funds £
Current assets	39,541	72,189	48,709	<b>160,439</b>
Current liabilities	-	-	(4,992)	<b>(4,992)</b>
<b>Net assets at 31 March 2022</b>	<b><u>39,541</u></b>	<b><u>72,189</u></b>	<b><u>43,717</u></b>	<b><u>155,447</u></b>
<b>Prior year comparative</b>				
	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	-	-	402	402
Current assets	28,528	72,757	79,024	180,309
Current liabilities	-	-	(2,847)	(2,847)
<b>Net assets at 31 March 2021</b>	<b><u>28,528</u></b>	<b><u>72,757</u></b>	<b><u>76,579</u></b>	<b><u>177,864</u></b>

## Halesworth Volunteer Centre

### Notes to the financial statements

For the year ended 31 March 2022

#### 14. Movements in funds

	At 1 April 2021 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2022 £
<b>Restricted funds</b>					
Bungay GNS	14,457	11,310	(13,293)	-	<b>12,474</b>
Community Larder	10,761	25,443	(9,137)	-	<b>27,067</b>
Harris Family fund	1,780	-	(1,780)	-	-
Pargiter Trust fund	1,530	-	(1,530)	-	-
<b>Total restricted funds</b>	<b>28,528</b>	<b>36,753</b>	<b>(25,740)</b>	<b>-</b>	<b>39,541</b>
<b>Unrestricted funds</b>					
<i>Designated funds:</i>					
Contingency fund	72,757	-	-	(568)	<b>72,189</b>
<i>Total designated funds</i>	<b>72,757</b>	<b>-</b>	<b>-</b>	<b>(568)</b>	<b>72,189</b>
General funds	76,579	29,200	(62,630)	568	<b>43,717</b>
<b>Total unrestricted funds</b>	<b>149,336</b>	<b>29,200</b>	<b>(62,630)</b>	<b>-</b>	<b>115,906</b>
<b>Total funds</b>	<b>177,864</b>	<b>65,953</b>	<b>(88,370)</b>	<b>-</b>	<b>155,447</b>

#### Purposes of restricted funds

Bungay GNS	The Bungay GNS fund is for specific work supporting the Community Project in Bungay.
Community Larder	The Community Larder fund is for providing a food bank style service in Halesworth during the covid pandemic.
Coronavirus Community Support fund	The Coronavirus Community Support fund monies were restricted to provide community support during the pandemic. The entirety of this fund was spent in the prior year.
Harris Family fund	The Harris Family fund monies are restricted to the community development work in Bungay.
Pargiter Trust fund	The Pargiter Trust fund monies are restricted to the Community meals project in Halesworth.

## Halesworth Volunteer Centre

### Notes to the financial statements

#### For the year ended 31 March 2022

#### 14. Movements in funds (continued)

##### Purposes of designated funds

##### Contingency fund

The contingency fund has been designated to ensure that the Charity can continue to operate and meet the needs of the clients in event of unforeseen and potentially financially damaging circumstances. The Trustees continue to consider:

- a) The reduction in public funding for the car services, other projects and general administration; and
- b) Uncertainty regarding the continued favourable office accommodation terms.

##### Prior year comparative

	At 1 April 2020 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2021 £
<b>Restricted funds</b>					
Bungay GNS	-	21,353	(6,896)	-	14,457
Community Larder	-	13,084	(2,323)	-	10,761
Coronavirus Community Support fund	-	9,215	(9,215)	-	-
Harris Family fund	1,900	2,500	(2,620)	-	1,780
Pargiter Trust fund	1,530	-	-	-	1,530
<b>Total restricted funds</b>	<b>3,430</b>	<b>46,152</b>	<b>(21,054)</b>	<b>-</b>	<b>28,528</b>
<b>Unrestricted funds</b>					
<i>Designated funds:</i>					
Contingency fund	78,400	-	-	(5,643)	72,757
<i>Total designated funds</i>	<i>78,400</i>	<i>-</i>	<i>-</i>	<i>(5,643)</i>	<i>72,757</i>
General funds	62,797	60,162	(52,023)	5,643	76,579
<b>Total unrestricted funds</b>	<b>141,197</b>	<b>60,162</b>	<b>(52,023)</b>	<b>-</b>	<b>149,336</b>
<b>Total funds</b>	<b>144,627</b>	<b>106,314</b>	<b>(73,077)</b>	<b>-</b>	<b>177,864</b>

#### 15. Related party transactions

There were no related party transactions in the current or prior period.



William Guy Blake ACA  
Godfrey Wilson Limited  
Chartered Accountants & Statutory Auditors  
5<sup>th</sup> Floor Mariner House  
62 Prince Street  
Bristol  
BS1 4QD

23 November 2022

Dear Guy

**Letter of Representations on the Financial Statements for the Year Ended 31 March 2022**

We confirm that the following representations are made on the basis of enquiries of the trustees, management and staff with relevant knowledge and experience (and, where appropriate, of inspection of supporting documentation) sufficient to satisfy ourselves that we can properly make each of the following representations to you:

1. We have fulfilled our responsibilities as trustees, as set out in the terms of your engagement letter dated 19 April 2022, under the Charities Act 2011 for preparing financial statements, in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

We confirm that in our opinion the financial statements give a true and fair view and in particular that where any additional information must be disclosed in order to give a true and fair view that information has in fact been disclosed. We confirm that the selection and application of the accounting policies used in the preparation of the financial statements are appropriate, and we approve these accounts for the year ended 31 March 2022.

2. We confirm that all accounting records have been made available to you for the purpose of your examination, in accordance with your terms of engagement, and that all the transactions undertaken by the charity have been properly reflected and recorded in the accounting records. All other records and related information, including minutes of all management, trustees' and members' meetings, have been made available to you. We have given you unrestricted access to persons within the charity in order to obtain evidence and have provided any additional information that you have requested for the purposes of your examination.

3. We confirm the charity has satisfactory title to all assets and there are no liens or encumbrances on the assets, except for those disclosed in the financial statements.
4. We confirm that significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable. We confirm that we have no plans or intentions that may materially alter the carrying value and where relevant the fair value measurements or classification of assets and liabilities reflected in the financial statements.
5. We confirm that the charity has no liabilities or contingent liabilities other than those disclosed in the financial statements.
6. We confirm that all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements have been disclosed to you and accounted for and disclosed in accordance with the applicable financial reporting framework.
7. We confirm that there have been no events since the balance sheet date which require disclosing or which would materially affect the amounts in the financial statements, other than those already disclosed or included in the financial statements.
8. We confirm that we are aware that a related party of the charity is a person or organisation which either (directly or indirectly) controls, has joint control of, or significantly influences the charity or vice versa and as a result will include: trustees, other key management, close family and other business interests of the previous. We confirm that all related party relationships and transactions have been accounted for and disclosed in accordance with the applicable financial reporting framework.
9. We confirm that the charity neither had, at any time during the year, any arrangement, transaction or agreement to provide credit facilities (including advances and credits granted by the charity) for trustees, nor provided guarantees of any kind on behalf of the trustees except as disclosed in the financial statements.
10. We confirm that the charity has not contracted for any capital expenditure other than as disclosed in the financial statements.
11. We confirm that the charity has complied with all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance.
12. We confirm that we are not aware of any possible or actual instance of non-compliance with those laws and regulations which provide a legal framework within which the charity conducts its activities and which are central to the charity's ability to conduct its activities, except as explained to you and as disclosed in the financial statements.
13. We acknowledge our responsibility for the design, implementation and maintenance of internal controls to prevent and detect fraud. We confirm that we have disclosed to you the results of our risk assessment of the risk of fraud in the organisation. There have been no deficiencies in internal control of which we are aware.
14. We confirm that there have been no actual or suspected instances of fraud involving trustees, management or employees who have a significant role in internal control or that could have a material effect on the financial statements. We also confirm that we are not aware of any allegations of fraud by trustees, former trustees, employees, former employees, regulators or others.

15. We confirm that, in our opinion, the charity's financial statements should be prepared on the going concern basis on the grounds that current and future sources of funding or support will be more than adequate for the charity's needs. In reaching this conclusion, we have taken into account all relevant matters of which we are aware, and have considered a period of at least one year from the date on which the financial statements will be approved.
16. We confirm that in our opinion the effects of uncorrected misstatements are immaterial, both individually and in aggregate, to the financial statements as a whole.
17. We confirm that we are not aware of any matters of material significance that should be reported to regulators. We confirm that all correspondence with the Charity Commission has been made available to you.
18. We confirm that all grants, donations and other income, including those subject to special terms or conditions or received for restricted purposes, have been notified to you. There have been no breaches of terms or conditions during the period regarding the application of such income.

Yours sincerely

*Karen Austin*

Karen Austin – Chair of Trustees  
For and on behalf of the trustees of Halesworth Volunteer Centre

Registered Charity No: 1001776

**HALESWORTH VOLUNTEER CENTRE**

England & Wales - Charity number 1001776

---

# Accounts

---

**Charity Registration Number 1001776**

**Halesworth Volunteer Centre**  
**Annual Report and Unaudited Financial Statements**  
**For the year ended 31 March 2021**

# Halesworth Volunteer Centre

## Legal and administrative information

---

<b>Trustees</b>	Karen Austin (chair) Clare Ludwig Richard Austin Christopher Warner Steve Chadwick John Lavery
<b>Charity number</b>	1001776
<b>Principal address</b>	Halesworth Volunteer Centre London Road Halesworth Suffolk IP19 8LW
<b>Independent examiner</b>	Helen Rumsey Ensors Accountants LLP Connexions 159 Princes Street Ipswich Suffolk IP1 1QJ
<b>Bankers</b>	Barclays Bank plc Leicester LE87 2BB

---

# Halesworth Volunteer Centre

## Contents

---

	<b>Page</b>
Trustees' report	1 – 4
Independent examiner's report	5
Statement of financial activities	6 – 7
Balance Sheet	8
Notes to the financial statements	9 - 15

---

# Halesworth Volunteer Centre

## Trustees' Report

### For the year ended 31 March 2021

---

The Trustees present their report and financial statements for the year ended 31 March 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Charity's governing document, the Charities Act 2011 and the "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

The legal and administrative information page forms part of this report.

#### **Objectives and activities**

The Charity's objects are to undertake voluntary work in education, social wellbeing, rural isolation and deprivation and similar charitable activities amongst those classes in need thereof.

The Charity undertakes a number of services to fulfil these objectives, centred around Halesworth, which includes the following key activities:

- Community car service
- Isolation Busters - a befriending service and other services to support vulnerable and older people
- Support to other voluntary and community groups.

During the year, the Charity became the support hub for the local Community response to Covid 19, providing shopping support, a medication collection and delivery service and telephone support to isolated and shielding individuals.

The Trustees have paid due regard to guidance issued by the Charity Commission on public benefit in deciding what activities the Charity should undertake.

#### **Achievements and performance**

The current year has been challenging due to the Covid-19 pandemic, which has seen the Charity respond to the needs of the Community during the 3 national lockdowns.

The shopping and medicine delivery service has helped the Charity support people who were classed as vulnerable and needed to shield during the pandemic. This service has been offered free of charge, thanks to grants and personal donations and the support of the volunteers who undertake the shopping at no charge. Halesworth and Area Community Transport provided a shopping delivery service at minimal charge.

The Community Car Service has continued to offer its vital transportation to the beneficiaries. The service has operated under Covid Restrictions (in line with guidance from the Community Transport Association) for the majority of the year, only being able to transport people for essential, medical purposes. This has significantly reduced journey numbers this year. Thanks to support from a local business, we were able to assist Halesworth and Area Community Transport in getting older and vulnerable people to their Covid Vaccinations, free of charge.

Our Community Larder Project, in partnership with St Mary's Church, Halesworth was set up during the first Covid-19 lockdown to enable the sharing and donating of food to those in need. This service has continued to grow thanks to the volunteers and the donations from local supermarkets.

# Halesworth Volunteer Centre

## Trustees' Report

For the year ended 31 March 2021

---

### Achievements and performance (continued)

During the year we have launched the Gift Project to provide treats and support to local residents impacted by the pandemic. As restrictions have lifted, we have been able to offer a variety of community events such as shared meals providing opportunities for isolated and vulnerable people to socialise once again.

HVC is supporting Bungay Town Council and their Bungay Emergency Community Support Project (BECS) to become part of the Community Action Suffolk Good Neighbour Scheme. Under that scheme HVC is acting as grant receiver for BECS until they have established a charity in their own right.

### Covid pandemic

There have been a number of services added in response to the pandemic in order to support our local community. In addition, the Charity has had to implement social distancing and other safety precautions, especially around the Community Car Service and befriending services.

### Financial review

The Charity has received £106,314 in the year to 31<sup>st</sup> March 2021 (2020: £160,785, of which £93,938 was a legacy income).

The Community Car Service (non-a/c) income fell to £3,317 (2020 £37,525) and in parallel expenses fell to £2,788 (2020 £37,525). This was due to Covid-19 restrictions which substantially reduced the number of journeys undertaken.

Grants for the year totalled £70,461 (2020 £5,956) due to increased funding for Covid Response and handling of Bungay grants. Personal donations increased to £24,031 (2020 £11,865), which is as a response from the local community for the services the Charity provided.

The Covid support shopping did not generate income for the Charity, as the monies paid by the beneficiaries were simply a reimbursement of the actual shopping cost. The volunteers undertaking this service did this free of charge.

Outside of the Community Car Service expenditure changes highlighted above, the key movement in expenditure was an increase in wages by £18,715 due to an additional staff member for the GNS project in Bungay and additional hours for Charity centre staff to administer Covid response projects.

For this current year, the Charity had a surplus of £33,237. A large proportion of this (£25,098) is restricted income for use in ongoing projects. In 2020 the Charity saw a surplus of £73,651 however, the Charity received a one-off significant legacy in 2020 of £93,938, without which the Charity would have generated a deficit of £20,287.

### Reserves policy

The Charity has a policy for holding reserves in order to manage its day-to-day operations and to provide support where it is needed.

The Charity has £28,528 (2020: £3,430) restricted reserves, being made up of: £1,780 (2020: £1,900) from the Harris Family fund for community development in Bungay; £1,530 (2020: £1,530) from the Pargiter Trust fund for community meals in Halesworth; £14,457 (2020: £Nil) for the Bungay GNS project; and £10,761 (2020: £Nil) for the Community Larder project.

# Halesworth Volunteer Centre

## Trustees' Report

For the year ended 31 March 2021

---

### Reserves policy (continued)

The Charity held unrestricted funds of £149,336 (2020: £141,197) of which the Charity has designated £72,757 (2020: £78,400) as a contingency fund.

### Risk management

The Trustees have assessed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity, and are satisfied that systems and procedures are in place to mitigate exposure to those major risks.

### Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements.

### Future plans

The Trustees are keen to continue the current projects to support the local community as well as develop new projects to meet future needs.

### Use of volunteers

The Charity is absolutely reliant upon the substantial voluntary help of both Community Car Service drivers, volunteer shoppers and other volunteers.

### Structure, governance and management

The Charity's constitution was adopted on 8 November 1990 and amended on 14 June 2006 and 22 June 2011.

The Trustees who served during the year and up to the date of approval of the financial statements were:

Karen Austin  
Clare Ludwig  
Richard Austin  
Christopher Warner  
Steve Chadwick  
John Lavery

The Charity recruits Trustees through local networks and by recommendation. New Trustees are sympathetic to the Charity's objectives and bring a broad knowledge base to ensure the effective running of the Charity. The Trustee Board is also supported by a Volunteer Representative, Gareth Ingram and a representative from Halesworth Town Council, Dave Wollweber.

The Chairperson is responsible for the induction of new Trustees. This involves awareness of the Trustees' Responsibilities, the governing document, administrative procedures, and the history of the Charity. A new Trustee receives copies of the previous year's financial statements, annual report and a copy of the Charity Commission leaflets providing guidance for Trustees.

# Halesworth Volunteer Centre

## Trustees' Report (continued)

For the year ended 31 March 2021

---

### **Funds held as custodian trustee on behalf of others**

As part of the Good Neighbour Scheme, the Charity is assisting Bungay Town Council in the set up of a new charity. In the meantime, the Charity is acting as grant receiver and making all required payments on behalf of Bungay Town Council.

During the year, the Charity received £21,353 (2020: £Nil) and paid out £6,896 (2020; £Nil) on behalf of Bungay Town Council. As at 31 March 2021 the Charity held £14,457 (2020: £Nil) on behalf of Bungay Town Council. These amounts are included in the Charity's Statement of Financial Activities and Balance Sheet as a restricted fund.

The Trustees' report was approved by the Board of Trustees on 9 September 2021.



Karen Austin (Chair)



Richard Austin (Treasurer)

# Halesworth Volunteer Centre

## Independent Examiner's Report

### To the Trustees of Halesworth Volunteer Centre

---

I report to the Trustees on my examination of the financial statements of Halesworth Volunteer Centre for the year ended 31 March 2021.

#### **Responsibilities and basis of report**

As the Trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

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

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



Helen Rumsey  
Ensors Accountants LLP  
Connexions  
159 Princes Street  
Ipswich  
Suffolk  
IP1 1QJ

Date: 9 September 2021

# Halesworth Volunteer Centre

## Statement of Financial Activities including Income and Expenditure Account

For the year ended 31 March 2021

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
<b>Income from:</b>					
<b>Donations and legacies</b>					
Grants from trusts & foundations		8,910	17,316	26,226	3,631
Local organisation & business		9,335	400	9,735	2,180
Town and Parish Council grants		15,000	19,500	34,500	145
Personal donations		15,847	8,184	24,031	11,865
Fundraising		-	-	-	979
Legacy		-	-	-	93,938
		49,092	45,400	94,492	112,738
<b>Charitable activities</b>					
Community transport grant		6,931	-	6,931	6,931
Community Car account contribution		359	-	359	2,389
Community Car non-account contribution		3,317	-	3,317	37,525
		10,607	-	10,607	46,845
<b>Investment income</b>					
Interest		116	-	116	498
<b>Other</b>					
Sundry income		347	752	1,099	704
<b>Total income</b>		60,162	46,152	106,314	160,785
<b>Expenditure on:</b>					
<b>Charitable activities</b>					
	3				
Wages		38,432	17,119	55,551	36,836
Pension contributions		753	-	753	836
Vol. exp: Community Car account		999	-	999	2,445
Vol. exp: Community Car non-account		2,788	-	2,788	37,525
Vol. exp: Isolation Busters		272	-	272	1,261
Vol. exp: WISH Project		-	-	-	200
Vol. exp: Covid support		-	793	793	-
Telephony		2,049	-	2,049	1,532
CATSS software licence		-	-	-	834
Stationery		125	250	375	832
IT inc. website		2,648	-	2,648	1,512
Advertising and publicity		433	686	1,119	126
Administration expenses		286	558	844	323
Insurance		817	-	817	784
Accountancy fee		1,320	-	1,320	450
Events – AGM		-	-	-	780
Training		50	-	50	456
Depreciation		402	-	402	402
Bad debt write off		357	-	357	-
Staff expenses – Covid support		292	60	352	-
Sundry goods		-	229	229	-
Equipment		-	1,359	1,359	-
		52,023	21,054	73,077	87,134
<b>Net income / (expenditure)</b>		8,139	25,098	33,237	73,651
Transfers		-	-	-	-
<b>Net movement in funds</b>		8,139	25,098	33,237	73,651

## Halesworth Volunteer Centre

### Statement of Financial Activities including Income and Expenditure Account (continued)

For the year ended 31 March 2021

---

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Notes				
<b>Reconciliation of funds</b>				
Total funds brought forward	141,197	3,430	144,627	70,975
Net movement in the year	8,139	25,098	33,237	73,651
Total funds carried forward	<u>149,336</u>	<u>28,528</u>	<u>177,864</u>	<u>144,627</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

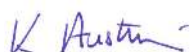
# Halesworth Volunteer Centre

## Balance Sheet

As at 31 March 2021

	Notes	2021 £	£	2020 £	£
<b>Tangible fixed assets</b>					
Cost brought forward		6,643		6,643	
Cost carried forward		<u>6,643</u>		<u>6,643</u>	
Depreciation brought forward		5,839		5,437	
Depreciation charge		<u>402</u>		<u>402</u>	
		<u>6,241</u>		<u>5,839</u>	
<b>Net book value</b>			402		804
<b>Current assets</b>					
Debtors other prepayments		404		404	
Debtors a/c passengers		579		686	
Debtors covid response		7,479		646	
Debtors BACT		-		1,733	
Cash at bank		148,573		113,221	
COIF bank		23,158		28,127	
Cash in hand		<u>116</u>		<u>116</u>	
		<u>180,309</u>		<u>144,933</u>	
<b>Current liabilities</b>					
Creditors driver payments		579		186	
Creditors other accruals		<u>2,268</u>		<u>924</u>	
		<u>2,847</u>		<u>1,110</u>	
<b>Net current assets</b>			177,462		143,823
<b>Net assets</b>			<u>177,864</u>		<u>144,627</u>
<b>Funds</b>					
Restricted funds	6		28,528		3,430
Unrestricted funds		76,579		62,797	
Designated fund	7	<u>72,757</u>		<u>78,400</u>	
			<u>149,336</u>		<u>141,197</u>
<b>Total funds</b>	8		<u>177,864</u>		<u>144,627</u>

The financial statements were approved by the Trustees on 9 September 2021.



Karen Austin



Richard Austin

# Halesworth Volunteer Centre

## Notes to the Financial Statements

For the year ended 31 March 2021

---

### 1 Accounting policies

#### 1.1 Charity information

Halesworth Volunteer Centre is a charitable trust established on 8 November 1990, as amended on 14 June 2006 and 22 June 2011.

The registered office of the Charity is: Halesworth Volunteer Centre, London Road, Halesworth, Suffolk, IP19 8LW.

#### 1.2 Accounting convention

The financial statements have been prepared in accordance with the Charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The Charity is a Public Benefit Entity as defined by FRS 102.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared under the historic cost convention, in sterling which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £. The principal accounting policies are set out below.

#### 1.3 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

The Trustees' have considered the impact of the covid-19 pandemic on the Charity. The Charity has adapted well to the impact of the pandemic and associated lockdowns with the inclusion of a new service for home shopping.

The Charity has continued to provide the beneficiaries the same level of service and support during the pandemic, whilst observing social distancing and other government policies.

#### 1.4 Charitable funds

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

The unrestricted funds include the general funds and the designated funds. The general funds are available for use at the discretion of the Trustees in the furtherance of the charitable objectives. The designated funds are held as a contingency so that the Charity can continue to operate and meet the needs of the beneficiaries in the event of unforeseen and potentially financially damaging circumstances.

# Halesworth Volunteer Centre

## Notes to the Financial Statements (continued)

### For the year ended 31 March 2021

---

#### 1.5 Incoming resources

Income, including grants and donations, is recognised when the Charity has legal entitlement to it, after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

For legacy income, entitlement is taken at the earlier of the date on which the Charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Charity that a distribution will be made, or when a distribution is received from the estate.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity, this is normally upon notification of the interest being received.

The contributions from the passengers in the Car Scheme are due when they are receivable and the amount can be measured reliably by the Charity, this is normally upon completion of the agreed upon journey.

#### 1.6 Resources expended

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefit will be require in settlement and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated to the applicable expenditure headings.

Support and governance costs have been allocated to the Charitable Activities, as shown on the Statement of Financial Activities.

The Charity is not registered for VAT, therefore all amounts are shown gross of VAT.

#### 1.7 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost of assets less their residual values over their useful lives on the following basis:

Office Equipment and furniture	-	33.3% reducing balance
--------------------------------	---	------------------------

The gain or loss arising on a disposal of an asset is determined as the difference between the sales proceeds and the carrying value of the asset, and is recognised in net income / (expenditure) for the year.

At each reporting end date, the Charity reviews the carrying value of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss, if any such indication exists, the recoverable amount of the asset is estimated to determine the extent of the impairment loss (if any).

# Halesworth Volunteer Centre

## Notes to the Financial Statements (continued)

### For the year ended 31 March 2021

---

#### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks and other short-term liquid investments with original maturities of three months or less.

#### 1.9 Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument.

Basic financial assets, which include debtors, cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities, including creditors are initially recognised at transaction price. Financial liabilities classified as payable within one year are not amortised.

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

#### 1.10 Employee benefits

The cost of unused holiday entitlement is recognised in the period in which the employee's services are received.

#### 1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

## 2 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both the current and future periods.

## 3 Expenditure

Included within the accountancy expenditure is the independent examiner fee, inclusive of VAT, of £1,320 (2020: £450).

# Halesworth Volunteer Centre

## Notes to the Financial Statements (continued)

For the year ended 31 March 2021

### 4 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the Charity during the year (2020: £Nil).

One Trustee received reimbursement of expenses from the Charity during the year, being £172 (2020: £Nil) of which £48 (2020: £Nil) was outstanding at the year-end and is included in creditors.

### 5 Employees

The average number of employees during the year was 5 (2020: 4).

<b>Employment costs</b>	<b>2021</b> £	<b>2020</b> £
Wages and salaries	53,496	36,836
Social security	2,055	-
Other pension costs	753	836
	<u>56,304</u>	<u>37,672</u>

There are no employees whose annual remuneration was £60,000 or more.

### 6 Restricted funds

	<b>As at 1</b> <b>April</b> <b>2019</b> £	<b>Income</b> £	<b>Expense</b> £	<b>Transfer</b> £	<b>As at 31</b> <b>March</b> <b>2020</b> £
Harris Family fund	-	2,000	100	-	1,900
Pargiter Trust fund	-	1,630	100	-	1,530
	<u>-</u>	<u>3,630</u>	<u>200</u>	<u>-</u>	<u>3,430</u>
	<b>As at 1</b> <b>April</b> <b>2020</b> £	<b>Income</b> £	<b>Expense</b> £	<b>Transfer</b> £	<b>As at 31</b> <b>March</b> <b>2021</b> £
Harris Family fund	1,900	2,500	2,620	-	1,780
Pargiter Trust fund	1,530	-	-	-	1,530
Coronavirus Community Support fund	-	9,215	9,215	-	-
Bungay GNS	-	21,353	6,896	-	14,457
Community Larder	-	13,084	2,323	-	10,761
	<u>3,430</u>	<u>46,152</u>	<u>21,054</u>	<u>-</u>	<u>28,528</u>

# Halesworth Volunteer Centre

## Notes to the Financial Statements (continued)

For the year ended 31 March 2021

---

### 6 Restricted funds (continued)

The Harris Family fund monies are restricted to the community development work in Bungay.

The Pargiter Trust fund monies are restricted to the Community meals project in Halesworth.

The Coronavirus Community Support fund monies were restricted to provide community support during the pandemic. The entirety of this fund was spent in the year.

The Bungay GNS fund is for specific work supporting the Community Project in Bungay.

The Community Larder fund is for providing a food bank style service in Halesworth during the covid pandemic.

### 7 Designated funds

	As at 1 April 2019 £	Income £	Expense £	Transfer £	As at 31 March 2020 £
Contingency fund	78,400	-	-	-	78,400
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	78,400	-	-	-	78,400
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	As at 1 April 2020 £	Income £	Expense £	Transfer £	As at 31 March 2021 £
Contingency fund	78,400	-	-	(5,643)	72,757
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	78,400	-	-	(5,643)	72,757
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

The contingency fund has been designated to ensure that the Charity can continue to operate and meet the needs of the clients in event of unforeseen and potentially financially damaging circumstances. The Trustees continue to consider:

- a) The reduction in public funding for the car services, other projects and general administration; and
- b) Uncertainty regarding the continued favourable office accommodation terms.

# Halesworth Volunteer Centre

## Notes to the Financial Statements (continued)

For the year ended 31 March 2021

---

### 8 Analysis of net assets between funds

	<b>Unrestricted 2020 £</b>	<b>Restricted 2020 £</b>	<b>Total 2020 £</b>
Tangible fixed assets	804	-	804
Current assets	141,503	3,430	144,933
Current liabilities	(1,110)	-	(1,110)
	<hr/>	<hr/>	<hr/>
	141,197	3,430	144,627
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
	<b>Unrestricted 2021 £</b>	<b>Restricted 2021 £</b>	<b>Total 2021 £</b>
Tangible fixed assets	402	-	402
Current assets	151,781	28,528	180,309
Current liabilities	(2,847)	-	(2,847)
	<hr/>	<hr/>	<hr/>
	149,336	28,528	177,864
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

### 9 Related parties

The Charity considers the key management personnel to comprise of the Trustees. The employment benefits, including pension contributions, of key management personnel were £Nil (2020: £Nil).

All transactions with the Trustees are listed under note 4.

# Halesworth Volunteer Centre

## Notes to the Financial Statements (continued)

For the year ended 31 March 2021

### 10 Comparative Statement of Financial Activities including Income and Expenditure Account

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
<b>Income from:</b>			
<b>Donations and legacies</b>			
Grants from trusts & foundations	1	3,630	3,631
Local organisation & business	2,180	-	2,180
Town and Parish Council grants	145	-	145
Personal donations	11,865	-	11,865
Fundraising	979	-	979
Legacy	93,938	-	93,938
	109,108	3,630	112,738
<b>Charitable activities</b>			
Community transport grant	6,931	-	6,931
Community Car account contribution	2,389	-	2,389
Community Car non-account contribution	37,525	-	37,525
	46,845	-	46,845
<b>Investment income</b>			
Interest	498	-	498
<b>Other</b>			
Sundry income	704	-	704
<b>Total income</b>	157,155	3,630	160,785
<b>Expenditure on:</b>			
<b>Charitable activities</b>			
Wages	36,636	200	36,836
Pension contributions	836	-	836
Vol. exp: Community Car account	2,445	-	2,445
Vol. exp: Community Car non-account	37,525	-	37,525
Vol. exp: Isolation Busters	1,261	-	1,261
Vol. exp: WISH Project	200	-	200
Telephony	1,532	-	1,532
CATSS software licence	834	-	834
Stationery	832	-	832
IT inc. website	1,512	-	1,512
Advertising and publicity	126	-	126
Administration expenses	323	-	323
Insurance	784	-	784
Accountancy fee	450	-	450
Events – AGM	780	-	780
Training	456	-	456
Depreciation	402	-	402
	86,934	200	87,134
<b>Net income / (expenditure)</b>	70,221	3,430	73,651
Transfers	-	-	-
<b>Net movement in funds</b>	70,221	3,430	73,651