BOLTON COMMUNITY AND VOLUNTARY SERVICES

England & Wales · Charity number 1003123

Details

Other names	BOLTON DISTRICT COUNCIL FOR VOLUNTARY SERVICE, BOLTON C.V.S.
Status	Registered
Legal form	Charitable company
Company number	02615057
Registered	1991-06-07
Register	View on the Charity Commission register

Contact

Address	The Bolton Hub Bold Street Bolton BL1 1LS
Phone	01204546010
Email	info@boltoncvs.org.uk
Website	www.boltoncvs.org.uk

Activities

Objects: '3.2 THE OBJECTS OF THE CHARITY ('THE OBJECTS') ARE: 3.2.1 TO PROMOTE ANY CHARITABLE PURPOSES FOR THE BENEFIT OF THE PUBLIC, PRINCIPALLY BUT NOT EXCLUSIVELY IN THE METROPOLITAN BOROUGH OF BOLTON (HEREINAFTER CALLED THE "AREA OF BENEFIT") AND, IN PARTICULAR, BUT NOT EXCLUSIVELY, TO BUILD THE CAPACITY OF VOLUNTARY AND COMMUNITY SECTOR ORGANISATIONS AND PROVIDE THEM WITH THE NECESSARY SUPPORT, INFORMATION AND SERVICES TO ENABLE THEM TO PURSUE OR CONTRIBUTE TO ANY CHARITABLE PURPOSE; PROVIDED THAT IN PURSUING THE OBJECTS, THE CHARITY SHALL PAY DUE REGARD TO THE NEEDS OF MINORITY OR UNDERPRIVILEGED GROUPS INCLUDING ETHNIC MINORITIES, AND THE PROMOTION OF COMMUNITY COHESION;3.2.2 TO PROMOTE, ORGANISE AND FACILITATE CO-OPERATION AND PARTNERSHIP WORKING BETWEEN VOLUNTARY AND COMMUNITY SECTOR, STATUTORY AND OTHER RELEVANT BODIES IN THE ACHIEVEMENT OF THE ABOVE PURPOSES WITHIN THE AREA OF BENEFIT.

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Activities: Working together to develop a diverse, strong and effective voluntary and community sector in Bolton.Current work includes:- Group Development- Small Grants Administration on behalf of Bolton Council- Promotion of Volunteering Opportunities- Community Engagement in Health- Forums: Health & Social Care; Volunteering; Voluntary & Community Sector- Training Programme- The Bolton Hub

Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Advocacy/advice/information, Acts As An Umbrella Or Resource Body
- **What:** General Charitable Purposes
- **Who:** Other Charities Or Voluntary Bodies

Geography

- **Area of benefit:** METROPOLITAN BOROUGH OF BOLTON
- Bolton

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£3,127,645	£3,655,273	£3,017,348	34
2024-03-31	£3,509,715	£3,128,611	£3,544,976	30
2023-03-31	£3,108,688	£3,593,750	£3,163,872	33
2022-03-31	£3,410,467	£2,221,495	£3,648,934	36
2021-03-31	£2,442,357	£2,266,407	£2,459,962	29

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Trustees

Name	Role	Appointed
Dr Leigh Vallance	Chair	2025-09-22
Angela Brown		2024-11-06
Councillor Rabiya Jiva		2023-10-12
DAVID ANDREW KAY		
David Germain		2024-11-06
David Holden-Locke		2023-10-12
Fiona Noden		2020-09-10
Gary Edward Malcomson		2025-12-11
Georgette Kay		2020-09-10
JENNIFER MAHER		2013-03-14
Michael John Smith		2018-10-30
Minesh Patel		2024-11-06
Shenaz Zuber Makkan		2023-10-12

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BOLTON COMMUNITY AND VOLUNTARY SERVICES

England & Wales - Charity number 1003123

Accounts

Docusign Envelope ID: DB14F7D5-8C57-4CEE-94C7-26046E8B661D

Bolton Community and Voluntary Services.

Annual report and financial statements
Year ended 31 March 2025

Company number: **2615057**
Charity number: **1003123**

Docusign Envelope ID: DB14F7D5-8C57-4CEE-94C7-26046E8B661D

BOLTON COMMUNITY AND VOLUNTARY SERVICES
REPORT OF THE TRUSTEES/DIRECTORS
YEAR ENDED 31 MARCH 2025

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Legal and administrative detail

Trustees/Directors	Mr D C Germain Mrs S Hilton Mr D Holden-Locke Mr D A Kay (Treasurer) Ms G E Kay Ms A M Kelly Mrs J Maher (Acting Chair) Ms S Z Makkan Ms F Noden Mr M Patel Mr M Smith Dr L Vallance
Bolton Council Nominated Representative to the Board of Trustees	Councillor R Jiva
Company Secretary and Chief Officer	Ms D Yates-Obé
Registered Office	The Bolton Hub Bold Street Bolton BL1 1LS
Auditor	Smith & Goulding 2-4 Southport Road Chorley PR7 1LD
Bankers	Royal Bank of Scotland plc 46-48 Deansgate Bolton BL1 1BH

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BOLTON COMMUNITY AND VOLUNTARY SERVICES
REPORT OF THE TRUSTEES/DIRECTORS
YEAR ENDED 31 MARCH 2025

The trustees present their annual report and the audited financial statements of the charity for the year ended 31 March 2025.

Governing document

Bolton Community and Voluntary Services is a charitable company limited by guarantee, incorporated on 24 May 1991 and registered as a charity on 7 June 1991. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. The Articles of Association were updated by Special Resolution on 23 September 2021. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.

Charitable objects

Bolton Community and Voluntary Services (CVS) is a charitable company which exists to support voluntary and community organisations and promote voluntary action. The objects as stated in our Articles of Association are:

- to promote any charitable purposes for the benefit of the public, principally but not exclusively in the Metropolitan Borough of Bolton (hereinafter called the "area of benefit") and, in particular, but not exclusively, to build the capacity of voluntary and community sector organisations and provide them with the necessary support, information and services to enable them to pursue or contribute to any charitable purpose; provided that in pursuing the Objects, the Charity shall pay due regard to the needs of minority or disadvantaged groups including ethnic minorities, and the promotion of community cohesion;
- to promote, organise and facilitate co-operation and partnership working between voluntary and community sector, statutory and other relevant bodies in the achievement of the above purposes within the area of benefit.

What we do

- VCSE Support & Advice: We help organisations find funding, build capacity, and navigate challenges.
- Learning & Development: We offer training and resources to strengthen governance, wellbeing, and leadership.
- Volunteering: We connect volunteers with opportunities and support organisations to create meaningful volunteer experiences.
- Funding & Investment: We administer grants and funding, managing and distributing Bolton's Fund and other resources to local VCSE organisations of all sizes.
- Voice & Influence: We facilitate forums and networks across many sectors, that amplify the voices of the VCSE sector in local decision-making.
- Collaboration & Innovation: We collaborate with a wide range of partners – from local authorities and health services to grassroots groups and national funders – to help us unlock resources, share knowledge, and drive collective action across Bolton.
- The Bolton Hub: We run and manage The Bolton Hub – a welcoming space for VCSE organisations to work, meet, collaborate and connect.

Public benefit

Each year our trustees review our priorities and activities to ensure they continue to reflect our aims. In carrying out this review, the trustees have considered the Charity Commission's general guidance on public benefit and are firmly of the belief that the organisation continues to meet the public benefit requirement through its activities.

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Structure and governance

Bolton CVS has a Senior Leadership Team including the Chief Executive, Deputy Chief Executive and Head of Finance. We also have a Board of Trustees which provides strategic leadership for the organisation and assesses financial and operational performance.

Trustees

Member organisations of Bolton CVS can nominate representatives to the Bolton CVS Board of Trustees and the opportunity to recruit Trustees begins ahead of the Annual General Meeting. If there are more candidates than vacancies on the Board, an election is held at the Annual General Meeting. To ensure that the Board of Trustees is representative of the full range of voluntary and community organisations in the Borough and bring the necessary skills to the Board to achieve our objectives, the Board of Trustees has the right to co-opt up to four representatives for a one-year term. In addition, Bolton Council nominates one of its elected members (a councillor) to serve as a representative on its behalf.

The trustees in office at the date of approval of these financial statements are listed on page 1. Mr D C Germain, Ms A M Kelly and Mr M Patel were appointed on 6 November 2024 and Dr L Vallance on 22 September 2025. In addition to those listed, the following trustees who served during the last financial year have resigned: Rev P Mason (resigned 8 September 2025), Mr B Lyon (resigned 6 November 2024) and Mr V Patel (resigned 7 August 2024). Mrs J Maher, our Vice-Chair, is currently Acting-Chair.

Trustee terms, induction and board development

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Board of Trustees. Under the requirements of the Memorandum and Articles of Association, one third of the members of the Board of Trustees shall retire annually and remain eligible for re-election. The Honorary Treasurer is nominated by the Board of Trustees and appointed by the members of Bolton CVS as an ex officio member of the Board of Trustees.

All trustees give of their time freely and no trustee remuneration was paid in the year. Trustees are required to disclose all relevant interests and register them with the Company Secretary and, in accordance with the Bolton CVS policy, withdraw from decisions where a conflict of interest may arise.

All new trustees that are appointed are invited to either a group or one-to-one induction session which provides an overview of the work of Bolton CVS and its projects, with an opportunity to meet the staff team.

Trustees are also invited to take part in training and development sessions throughout the year. There are regular strategic planning sessions, and all Trustees are invited to attend training through Bolton CVS's Stronger Together training programme that will support their personal and professional development.

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Risk management

The charity regularly conducts reviews of the current and emerging risks to which it is exposed. A cycle of financial projections, scenario modelling and service reviews supports our organisational approach to risk, which also includes regular structural and safety reviews for our building offer.

A comprehensive risk register is maintained and a summary of significant risks is reviewed at each meeting of the Board of Trustees to escalate and to seek strategic input into developing the organisations systems or procedures in order to mitigate the risks the charity faces.

A financial plan has been developed to mitigate the loss of external funding for some of the charity's activities and this plan is reviewed regularly, along with future financial forecasts. Internal control risks are minimised by the implementation of procedures laid down in the financial controls policy.

Procedures are in place to ensure compliance with health and safety regulations within the premises occupied by the charity (The Bolton Hub) and where staff work remotely. All risk processes and procedures are annually reviewed to ensure they continue to meet the needs of the charity.

Financial review

Our total funds at 31 March 2025 stand at **£3,017,348,** of which **£532,383** is unrestricted funds and **£2,484,965** is restricted. **£639,218** of the restricted funds balance relates to the book value of The Bolton Hub building.

Reserves policy

The Board of Trustees has examined the charity's need for reserves in light of the main risks to the organisation. The charity needs reserves to protect its current activities, in order to allow the trustees to meet their day-to-day responsibilities and to ensure that it continues to operate on a going concern basis. The trustees consider the minimum level of free reserves needed to achieve this is 3 to 6 months' running costs, including salaries. The level of free reserves at the balance sheet date is as shown below. It brings us close to achieving our base target level.

Unrestricted funds at 31 March 2025	£532,383
Less: book value of fixed assets representing unrestricted funds.	£54,388
Less: designated for the development/maintenance of the Bolton Hub and for service development	£30,000
Free reserves at 31 March 2025	£447,995

Investment policy

A significant proportion of the charity's funds are to be spent in the short-term and a prudent amount has been kept available to maintain a healthy cash flow. We have specific investments held under the Big Bolton Fund which are invested in line with our organisational policy and with approval from the Board of Trustees. Our investments are deemed to be low risk.

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Principle funding sources

Principle funders include Bolton Council. Greater Manchester Combined Authorit, 10GM, Bolton at Home, UK Lottery (via Bolton Carers Support) and GMCVO. These organisations either directly funded or work or provided investment for Bolton CVS to distribute as grants and community ivestments during the year. We also generated income from the The Bolton Hub rents and the delivery of services.

Achievements, performance and plans for future periods

These are outlined in the Annual Impact Report below.

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Annual Impact Report



2024/2025

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A few words from Dawn Yates-Obé, Chief Executive of Bolton CVS...

Welcome to the Bolton CVS Annual Impact Report for 2024/2025.

This year has been one of growth, resilience, and renewed purpose. As we reflect on the past twelve months, I'm incredibly proud of the collective achievements of our team, our partners, and, most of all, the vibrant Voluntary, Community and Social Enterprise (VCSE) sector we serve.

From distributing over £2.3 million in grants and investments to supporting 240 groups and organisations, to making 395 direct connections to volunteering opportunities, our work continues to be rooted in community, collaboration, and compassion. We've strengthened our training offer, expanded our communications reach, and launched innovative programmes like Open4Community and the community-led Live Well Community Investment Fund; each designed to support local people and organisations to lead change.

We've also celebrated milestones, including the 5th birthday of Bolton's Fund and launch of the co-designed Bolton VCSE Strategy, and welcomed new trustees and members who bring fresh perspectives and energy to our mission. Our commitment to equity, diversity, inclusion and belonging has deepened, and we've continued to champion health and wellbeing through targeted initiatives.

This report is more than a summary of numbers; it's a testament to the power of partnership and the strength of Bolton's communities.

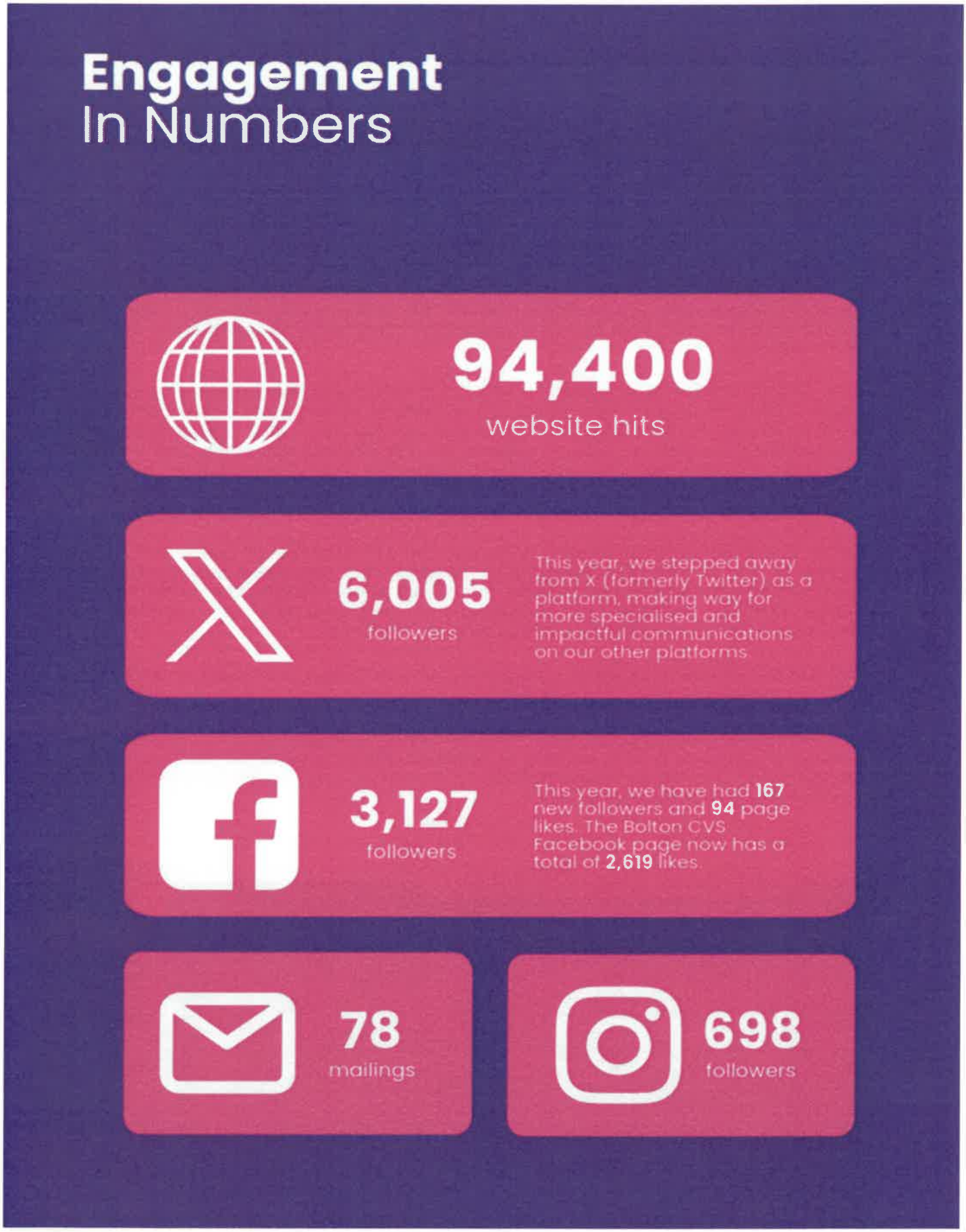
As we look ahead, we invite you to be part of this journey. Whether you're a local resident, a community group, a funder, partner, or volunteer; there's a place for you in shaping a stronger, fairer, and more connected Bolton. Get involved, stay connected, and together we will continue to make a difference!

2024/2025 in numbers

Click here to see how we have evolved

- **£2,399,354 in grants and investments** made to **240 groups** and organisations
- **572 volunteering enquiries** managed,
  470 individuals received one to one support,
  395 direct connections made to volunteering opportunities
- **346 VCSE groups and organisations supported** in a development capacity
- **78 eBulletins** delivered to **3,186 people** across the sector (weekly, TGI Friday, Funding Bulletin, Proper Good and Stronger Together Training Programme)
- **50 training** sessions with **332 participants**

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Engagement Event Highlights

Volunteers Week 2024

Bolton CVS held our Volunteers Week event on Saturday 1st June in Victoria Square! It was a great event. We had **16** stalls from a variety of VCSE groups, including the BACKUP van, promoting the importance of volunteering and volunteering opportunities in Bolton. With all the 16 stalls combined, engagement/conversation around volunteering took place with **475** members of the public. The event was a great opportunity to recruit new volunteers, celebrate Volunteers Week and thank volunteers for their invaluable contribution to the community of Bolton.





IRONMAN Night Run

The Bolton CVS team dusted off their running shoes and took part in the IRONMAN 5K Night Run to help raise money for Bolton's Fund. The team enjoyed the chance to connect and get active - and also took some time out to network too!

£190 was raised for Bolton's Fund.

Bolton CVS Annual General Meeting

In October, we held our Annual General Meeting at Bridge Coffee House, exploring themes of Belonging and debuting our all new funding portal, allowing our members to search for relevant funding on their own terms. We also gave our members a sneak peek of our Equity, Diversity, Inclusion and Belonging Statement ahead of it being shared publicly the following week.

We were all excited to elect three new trustees to our trustee board: Angela Kelly, David Germaine, and Minesh Patel.



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Bolton's Fund 5th Birthday

On December 5th, Bolton's Fund celebrated it's fifth birthday with an Awards Ceremony hosted by Bolton Council, designed to celebrate all the fantastic work that has come out of the £6.5 million distributed to voluntary, community, and social enterprise organisations across the Bolton area.

The awards ceremony recognised groups whose projects have best reflected the six Bolton's Fund outcomes: Start Well, Live Well, Age Well, Prosperous, Clean and Green, Safe, and Strong and Distinctive.

Winners were awarded £500 as a way to thank them for the fantastic work they've done to deliver projects, services, and activities for the people and place of Bolton.

We also used the opportunity to launch the 2025-2030 **VCSE strategy**, designed to support the VCSE sector in Bolton for the next five years.

Award Sponsors

- **Adullam Homes**
- **Bolton CVS**
- **Bolton Wanderers in the Community**
- **Lightful Ltd.**
- **Seddon**

Winners

Bolton Toy Library
Start Well

Henshaws
Live Well

Bolton Hindus Age Inspiration
Age Well

Re-cycle IT
Prosperous

Halliwell Environmental Ramblers Association
Clean and Green

Changing Life Directions
Safe, Strong, and Distinctive



Bolton's Fund
Investing in our communities

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Training In Numbers

50
training sessions

332
participants

In July we launched a Training Review Survey. The aim of the survey was to help us to develop our training programme so that it could continue to meet the need of the VCSE sector, and we received **57** responses. The survey contained questions about which of our existing training sessions work well, and any suggested areas for improvement.



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Funding
In Numbers

38
funding programmes

240
grants approved

103
groups supported

£2,399,354
Total amount awarded

Funding returned: £26,980

This year, we launched **Open4Community**, an exclusive membership offer that allows Bolton's VCSE groups to search for their own funding on a database full of a diverse range of grants and funding programs that can be local, regional and national.

They can set up personalised tailored notifications about funding opportunities that align with their organisation's mission and funding needs, all of which is available completely free of charge for all members of Bolton CVS!

Bolton's Fund

Bolton at Home

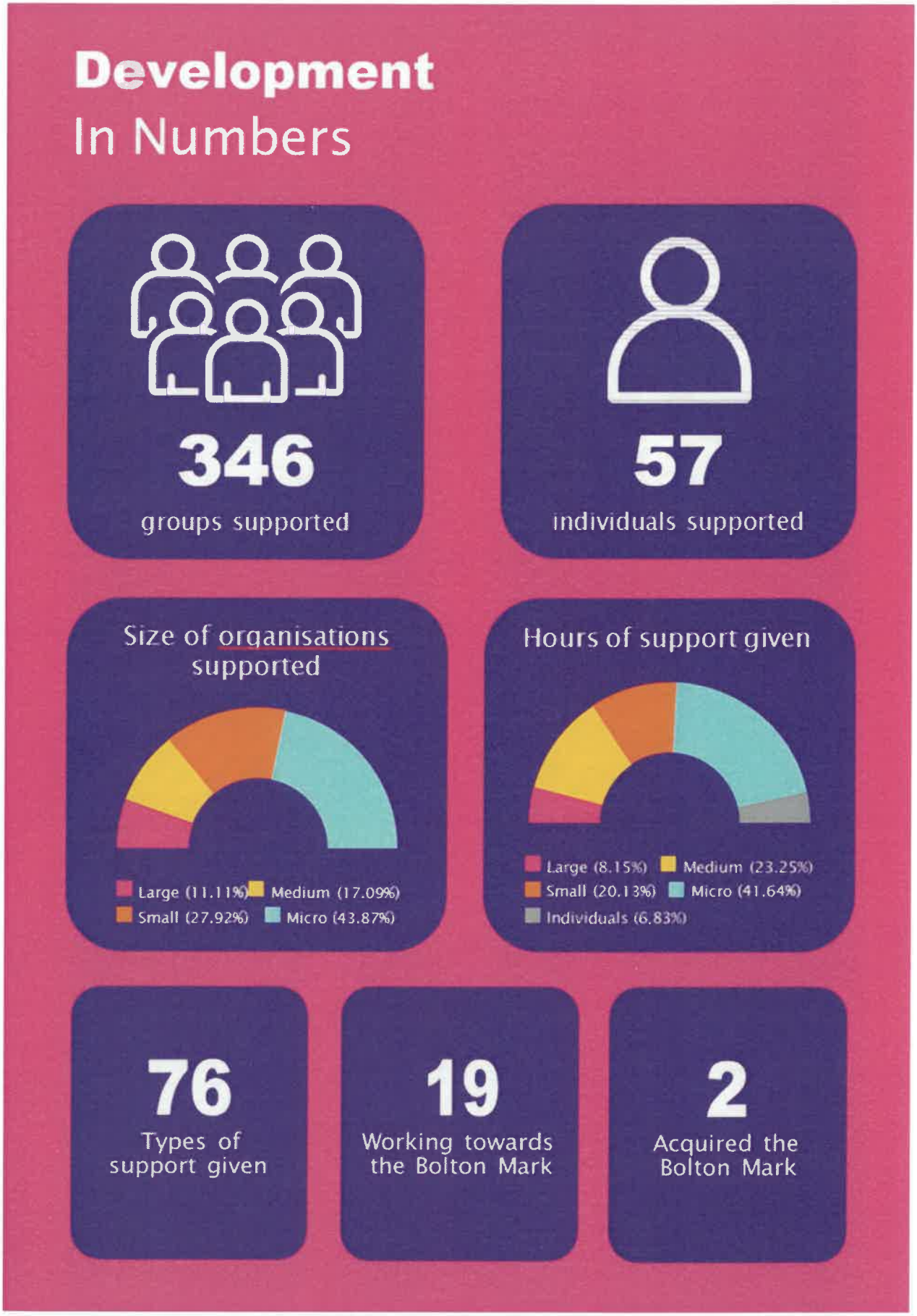
BOLTON COMMUNITY HOMES
BUILDING THE VISION

bolton cvs

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Development
Membership

Membership

Bolton CVS is a membership organisation open to Voluntary, Community and Social Enterprise organisations.

By the end of the financial year 24-25, there were **654** Bolton CVS members. This number was made up of **577** full members, and **79** associate members. **2** member organisations were reported to have disbanded.

In total, for the financial year 24-25, **24** groups become members of Bolton CVS. These were:

- **Bee Cared 4**
- **Bolton Black History Group**
- **Bolton Lions Club**
- **Bolton Symphony Orchestra**
- **Call to Create CIC**
- **Creatives Now CIC**
- **Dementia Adventure**
- **Directions For Men CIC**
- **Elite Community Hub CIC**
- **Esther Banquet CIC**
- **Get Up Keep Going CIC**
- **Kaskosan**
- **Light Music Society**
- **Nigerian Community In Bolton CIC**
- **Revive CIO**
- **Street Games**
- **The Enterprise Bridge CIC**
- **The Karmic Collective CIC**
- **The Red Lane Growing Project**
- **The Redeemed of the Lord Ministry**
- **Tom Mulenge Music CIC**
- **Turton and District Probus**
- **Unity Drama Community Group**
- **Your Music NW CIC**

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Social Prescribing
In Numbers



138
total referrals



361
organisations referred to

11
events attended

27
groups visited

37
partners worked with

Group visits:

Parkinson's UK Bolton Branch Seated Yoga Sessions at Harwood Methodist Church, Precious Memories Group in Little Lever, All Souls Games Group, Bolton Prostate Cancer Support Group at Harwood Methodist Church, St Katherine's Church Blackrod Connect Group, Wonder Women Group, Chill and Chat at the Crown (Lend a Hand in Horwich), Dementia Friendly Walk, Westhoughton One Stop Shop and Horwich Over 50s Group.

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Projects 2024/2025

Live Well Fund

Bolton CVS and Bolton Public Health are piloting a new, community-led approach to funding for VCSE-led projects in Bolton Central South. With £80,000 of Live Well funding from GMCA, we aim to tackle health inequalities and support residents to live well.

Instead of a traditional funding process, a resident and community worker led Design Group will identify key priorities, gaps, and existing strengths in the area. Up to half of the funding will be allocated based on their insights around the existing brilliant work of VCSE organisations locally.

Then, VCSE sector organisations will be invited to propose solutions for the gaps identified—with funding available for their time and expertise in creating these solutions.

Farnworth Plan for Neighbourhoods

The Ministry for Housing, Communities and Local Government has recently published a prospectus for its Plan for Neighbourhoods programme. This contains updated guidance and criteria information around the programme (previously known as the Long Term Plan for Towns programme). Bolton CVS have volunteered a staff member to participate in the development of the Farnworth Plan for Neighbourhoods.

Smoking Cessation

Another 10 VCSE sector groups and organisations across the borough are now signed up to help tackle one of our biggest public health priorities – reducing the number of people who smoke. Representatives from VCSE organisations are being trained to have conversations with smokers to encourage them to join a smoking cessation programme.

Every successful 'quit' will not only bring health and financial benefits to the individual, it will help reduce strain on the NHS, as well as putting much needed funding into the VCSE sector.

For more information on how your organisation can help make Bolton healthier – and be paid to do so - contact Stephen Walker at ABL Health, the company commissioned by Bolton Council to deliver the smoking cessation programme - SWalker@ablhealth.co.uk.

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Projects 2024/2025

Fairer Health for All Fellowship

Our Wellbeing & Health Manager, Liam Hanley, successfully completed Greater Manchester Integrated Care Partnership's Fairer Health for All Fellowship programme. This is designed as a comprehensive, in-depth learning and development opportunity for people from across a diverse range of organisations and professionals who influence population health and wellbeing.

As part of the Fellowship, Liam had to focus on a project aimed at reducing health inequalities. He chose the work around the smoking cessation programme described above, you can read his report here.

Lung Cancer Engagement

Connected to the above, Bolton CVS has continued its work to coordinate a Cancer Awareness programme in the borough, as part of a wider initiative run by the NHS Greater Manchester Cancer Alliance. Representatives from VCSE organisations, as well as Community Champions, have attended Let's Talk Cancer workshops and then gone on to run activities in their own communities using the knowledge, confidence and resources they got from the training to:

- Talk to people about cancer.
- Increase public knowledge of the signs and symptoms of lung cancer.
- Increase public willingness to see GPs when symptoms appear.
- Raise the profile of stopping smoking and the support available to quit.

Increasing Vaccine Awareness and Uptake

Bolton CVS has coordinated a Vaccine Awareness programme in the borough, on behalf of the NHS. Bolton CVS worked with trusted partners, drawing on relationships established through previous vaccination-focused work. Grants were distributed to 10 groups to promote vaccination awareness.

Overall, the programme reached more than 350 people with face-to-face support/information, with a focus on those who are most likely to experience barriers to screening and immunisation. Through social media, the community organisations shared information with more than 2000 people.

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Projects 2024/2025

Proper Good and Our Business

Bolton CVS is proud to be hosting 2 programmes dedicated to supporting the social enterprise sector - Proper Good and Our Business. Both programmes aim to help social enterprises develop, diversify, and thrive. Our networking, training and events are led by entrepreneurs who know how to run businesses that do good in their communities. All with the sole aim of supporting the social economy in Bolton to flourish.

Urgent Care

With high numbers of people continuing to attend Royal Bolton Hospital's Emergency Department for non-urgent issues, Bolton CVS, in partnership with Healthwatch, has carried out a public consultation to better understand how and where people access health care. More than 150 people attended 12 focus groups and almost 300 people completed a survey. These insights will help Bolton NHS to make informed decisions on the design of their services.

Compassion Circle

Working with the organisation 'A Brilliant Thing', Bolton CVS have overseen the co-design of a **toolkit** to support the VCSE sector to learn about and become 'trauma informed'. Now, we're looking to build on this work through a new programme called Compassion Circle, which aims to embed healing-centred practices across the work of VCSE organisations. It will involve sharing powerful tools, immersive training, coaching and mentoring, as well as developing a network of advocates of this way of working.

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Looking forward... 2025/2026

1 Launch Bolton CVS Strategy

2 Update our training programme

3 Further develop our Voice & Influence spaces

4 Launch new membership offer

5 Support Bolton's Live Well Movement

6 Contribute to 10GM strategic review

7 Work towards renewal of our NAVCA Volunteer Centre Quality Accreditation

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Statement of Trustees' Responsibilities

The trustees who held office during the year are set out on page 1. The trustees (who are also directors for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- Observe the methods and principles in the Charities SORP.
- Make judgments and estimates that are reasonable and prudent.
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

Statement of disclosure to auditors

So far as the directors are aware, there is no relevant audit information of which the company's auditors are unaware. Additionally, the directors have taken all the necessary steps that they ought to have taken as directors in order to make themselves aware of all relevant audit information and to establish that the charity's auditors are aware of that information.

Appointment of auditor

A resolution for the reappointment of Smith & Goulding as auditor for the financial year ending 31 March 2026 will be proposed at the forthcoming Annual General Meeting.

Approval of report

In preparing this report advantage has been taken of the small companies' exemption. This report was approved by the board and signed on its behalf by:

Signed by:
Jennifer Maher
ABF38EBF1B654CC...

J Maher
Acting Chair

3 October 2025

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INDEPENDENT AUDITORS' REPORT
TO THE MEMBERS OF BOLTON COMMUNITY AND VOLUNTARY SERVICES
YEAR ENDED 31 MARCH 2025

Opinion

We have audited the financial statements of Bolton Community and Voluntary Services for the year ended 31 March 2025 which comprise the statement of financial activities, the balance sheet, statement of cash flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is 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).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2025 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of Companies Act 2006.

Basis of opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion based on the work undertaken in the course of our audit:

- the information given in the trustees' report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

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Matters on which we are required to report by exception

In light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees (who are also directors of Bolton Community and Voluntary Services for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities including fraud. Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the charitable company through discussions with trustees and other management, and from our commercial knowledge and experience of the charity sector;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charity, including the Companies Act 2006, taxation legislation and data protection, employment, environmental and health and safety legislation;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

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We assessed the susceptibility of the company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships;
- tested journal entries to identify unusual transactions; and
- assessed whether judgements and assumptions made in determining the accounting estimates were indicative or potential bias.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of meetings of those charged with governance;
- enquiring of management as to actual and potential litigation and claims; and
- reviewing correspondence with relevant regulators and the company's legal advisors.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the directors and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect that those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the members as a body, for our audit work, for this report, or for the opinion we have formed

Andrew Simm

Andrew Simm FCA, Senior Statutory Auditor
For and on behalf of Smith & Goulding
Chartered Accountants and Statutory Auditors
2 - 4 Southport Road, Chorley, Lancashire PR7 1LD

6 **October 2025**

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BOLTON COMMUNITY AND VOLUNTARY SERVICES

STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 MARCH 2025

	Notes	2025 Unrestricted funds £	2025 Restricted funds £	2025 Total funds £	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £
Income							
Donations and legacies		420	-	420	294	680	974
Charitable activities	2	42,835	2,881,213	2,924,048	80,781	3,217,524	3,298,305
Other trading activities	2	163,534	-	163,534	167,968	-	167,968
Investments		36,253	3,390	39,643	34,112	8,356	42,468
Total income		243,042	2,884,603	3,127,645	283,155	3,226,560	3,509,715
Expenditure							
Raising funds	4	155,076	3,793	158,869	157,259	2,876	160,135
Charitable activities	4	224,869	3,271,535	3,496,404	202,562	2,768,914	2,968,476
Total expenditure		379,945	3,275,328	3,655,273	359,821	2,771,790	3,128,611
Net income/(expenditure) before transfers	3	(136,903)	(390,725)	(527,628)	(76,666)	457,770	381,104
Transfers	12	220,246	(220,246)	0	184,595	(184,595)	-
Net movements after transfers		83,343	(610,971)	(527,628)	107,929	273,175	381,104
Funds brought forward		449,040	3,095,936	3,544,976	341,111	2,822,761	3,163,872
Funds carried forward	12	532,383	2,484,965	3,017,348	449,040	3,095,936	3,544,976

This statement also comprises an Income and Expenditure Account. All the charity's activities are classed as continuing.

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BOLTON COMMUNITY AND VOLUNTARY SERVICES

BALANCE SHEET AS AT 31 MARCH 2025

	Notes	2025 £	2024 £
Fixed assets			
Tangible assets	7	693,923	705,259
Investments	8	280,783	280,783
		974,706	986,042
Current assets			
Debtors	9	280,460	906,831
Cash at bank and in hand		2,046,173	1,789,564
		2,326,633	2,696,395
Creditors: amounts falling due within one year	10	(283,991)	(137,461)
Net current assets		2,042,642	2,558,934
Net assets	11	3,017,348	3,544,976
Funds			
Unrestricted funds	12	532,383	449,040
Restricted funds	12	2,484,965	3,095,936
Total funds		3,017,348	3,544,976

These financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the board on 3 October 2025 and signed on its behalf by:

Signed by:
Jennifer Maher
ABF38EBF1B654CC...
J Maher
Acting Chair

Signed by:
David Kay
0CC6A9AFC2FE41B...
D Kay
Treasurer

Company registration number: 2615057

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BOLTON COMMUNITY AND VOLUNTARY SERVICES

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2025

	2025 £	2024 £
Reconciliation of net income/(expenditure) to net inflow from operating activities		
Net income/(expenditure) for the year	(527,628)	381,104
Adjustments for:		
Depreciation	18,397	18,992
Investment income	(39,643)	(42,468)
Decrease/(increase) in debtors	626,371	(618,186)
Increase/(decrease) in creditors	146,530	(606,042)
Net cash provided by/(used in) operating activities	224,027	(866,600)
Cash inflow/(outflow) from investing activities		
Investment income received	39,643	42,468
New investments made	-	-
Purchase of tangible fixed assets	(7,061)	(5,643)
Net cash generated from/(used in) investing activities	32,582	36,825
Net increase/(decrease) in cash and cash equivalents in the year	256,609	(829,775)
Cash and cash equivalents brought forward	1,789,564	2,619,339
Cash and cash equivalents carried forward (see below)	2,046,173	1,789,564
Analysis of cash and cash equivalents		
Cash at bank and in hand	2,105	2,217
Cash in short term deposit accounts	2,044,068	1,787,347
	2,046,173	1,789,564

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1. Accounting policies

Bolton Community and Voluntary Services (Bolton CVS) is a private company limited by guarantee and incorporated in England and Wales. Its registered office is The Hub, Bold Street, Bolton.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006, 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 accounts are prepared in sterling, which is the functional currency of the charity. The accounts have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern basis

At the time of approving the accounts the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The trustees therefore continue to adopt the going concern basis of accounting in preparing the accounts.

1.3 Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives. Designated funds are unrestricted funds which the trustees decide should be set aside for specific projects or purposes.

Restricted funds are subject to specific conditions imposed by donors as to how they may be used. Expenditure which meets these criteria is allocated against the relevant fund.

1.4 Income, including grants

Income is recognised on a receivable basis and is reported gross of related expenditure. Income is recognised when the charity has entitlement to the funds, any performance conditions have been met or are fully within the control of the charity, it is probable that the income will be received and the amount can be measured reliably.

Grants are generally recognised on receipt, or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. Grant income received or invoiced in the period which relates to a performance-related condition fulfilled in a later period is deferred to that later period. A grant that specifies performance conditions is recognised in income when the performance conditions are met.

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

Income from services such as payroll and training is recognised once the service has been provided, whilst income from rent of office space and room hire is recognised in the period to which the rental relates.

Income from other fundraising activities is recognised once the event has taken place and monies have been received. Donations are recognised once the charity has been notified of the gift, unless conditions require the deferral of the amount.

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1.5 **Expenditure**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to that category. 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.

Costs of raising funds comprise the costs of trading and similar activities and the associated support costs of those activities. Such activities include payroll and training services, renting of offices and hire of rooms.

Charitable expenditure comprises those costs directly incurred by the charity in the delivery to beneficiaries of its core activities and services, including grants administration. The support costs associated with delivery of these activities and services is also included.

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

Support costs include those central functions which assist the work of the charity but do not directly undertake charitable activities. They are allocated to the activity cost categories on bases consistent with the use of the resources, as set out in note 3.

1.6 **Transfers between funds**

Transfers between funds arise when expenditure is incurred in one fund which can be funded or part-funded by income of another fund. Transfers may also be made from unrestricted funds to clear excess expenditure over income arising in restricted funds.

1.7 **Pensions**

The company subscribes to a defined contribution scheme covering the majority of its permanent employees. The assets of the scheme are held separately from those of the charity. The pension costs charged in the financial statements represent the contributions payable by the company during the year.

1.8 **Operating leases**

Operating lease rentals are charged to the Statement of Financial Activities as incurred.

1.9 **Tangible fixed assets**

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost of each asset over its estimated useful life, taking into account estimated residual value, as follows:

Freehold building	-	straight line over 100 years
Telephone equipment	-	straight line over 3 years
Furniture, fittings and equipment	-	25% pa on a reducing balance basis
Computer equipment	-	25% pa on a reducing balance basis

1.10 **Investments**

The charity's investments comprise of bank deposits. Income from these investments is recognised when the conditions for receipt of the income are met and there is adequate certainty of receipt (see Note 1.4).

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1.11 **Debtors**

Trade and other debtors are recognised at the settlement amount due.

1.12 **Cash at bank and in hand**

Cash at bank and in hand includes cash and short term highly liquid bank deposits.

1.13 **Creditors**

Creditors are recognised when 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 can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

Deferred income is income which is included in the year in debtors or has been received into the bank, but which relates to a subsequent period, such as a grant relating specifically to a future period. It is recognised in the Statement of Financial Activities of that period.

1.14 **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.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets
Basic financial assets, such debtors and cash and bank balances (including bank deposits held as fixed asset investments), are accounted for as per notes 1.11 and 1.12.

Basic financial liabilities
Basic financial liabilities, which include creditors, are recognised as per note 1.13.

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2. Details of incoming resources

	Unrestricted funds £	Restricted funds £	2025 Total funds £	2024 Total funds £
Income relating to charitable activities				
BMBC - Chief Executive's Department	-	225,000	225,000	225,000
BMBC - Strategic Health Development	-	60,971	60,971	60,971
BMBC - Standing Together	-	113,500	113,500	120,000
BMBC - Small Grants and other	-	40,000	40,000	63,773
BMBC - Bolton's Community Fund	-	1,442,645	1,442,645	959,610
BMBC – UKSPF Environmental	-	33,762	33,762	121,727
BMBC – Family Hubs	-	83,767	83,767	27,922
Bolton at Home	-	124,695	124,695	135,780
NHS Bolton Hospital FT	-	95,522	95,522	24,197
Greater Manchester Combined Authority	-	308,908	308,908	1,114,826
10GM – UKSPF Workforce Programme	-	94,531	94,531	74,339
UK Lottery Unlocking Wellbeing	-	137,190	137,190	106,167
BWITC/Lightful Digital Skills Programme	-	-	-	28,000
Other grants	42,835	120,722	163,557	235,993
	42,835	2,881,213	2,924,048	3,298,305
Other trading and income generating activities				
Rents, room hire, training and other	163,534	-	163,534	167,968
	163,534	-	163,534	167,968

3. Net income for the year

This is stated after charging:

	2025 £	2024 £
Depreciation	18,397	18,992
Auditor's fees (including VAT)	6,600	5,400

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4. Expenditure

	2025	2024
	£	£
Raising funds		
Employment costs	42,896	50,709
Depreciation charges	8,377	8,811
Fundraising resources and other trading costs	10,250	10,338
Insurance, telephone, office costs and IT	35,006	31,260
Premises and utility costs	62,340	59,017
	158,869	160,135
Charitable activities		
Grants payable (note 15)	2,399,354	1,969,307
Employment costs	917,906	842,600
Bank charges, loan interest and similar costs	1,164	1,007
Depreciation charges	10,020	10,181
Insurance, telephone, office costs and IT	31,237	47,854
Meetings and travel costs	2,533	3,406
Premises and utility costs	19,624	20,872
Publicity and communication	7,755	11,953
Subscriptions, consultancy and professional fees	51,674	19,680
Training costs	52,790	41,545
Other expenditure, including volunteer costs	2,347	71
	3,496,404	2,968,476

Support costs and governance costs

Included above are support costs of £164,791 (2024 £167,616) in respect of salaries, premises costs, IT expenditure and legal and professional fees, amongst other things, which are necessary to underpin the services which Bolton CVS provides. Governance costs of £10,063 (2024 £8,928) are included in the expenditure on charitable activities.

Staff costs and numbers

Staff costs were as follows:

	2025	2024
	£	£
Salaries, benefits and secondment	839,079	779,663
National insurance costs	68,824	63,728
Employer's pension contributions	52,899	49,918
	960,802	893,309

The average number of employees over the course of the year was 34 (2024: 30), consisting of 30 (2024: 26) service staff and 4 (2024: 4) management and administration staff. No employee received emoluments of more than £60,000. The total of remuneration and benefits applicable to key management personnel, excluding national insurance cost, was £145,628 (2024 £170,529).

5. Pension costs

The charity subscribes to a defined contribution pension scheme in respect of the majority of its permanent employees. The scheme and its assets are held by independent managers. The pension costs shown in note 4 represent contributions due from the company in the year.

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6. Trustees and other related parties

Except for the following, the trustees received no remuneration or benefits during the year, nor were any trustees' expenses reimbursed.

The charity's main insurance policy includes an element of trustee indemnity taken out for business purposes and not as a benefit to the trustees.

Due to the nature of the charity's transactions, there are numerous transactions with other charities and organisations with which some of the trustees have an association. These are undertaken on an arm's length basis.

For the first half of the year the Treasurer, Mr D Kay, was a minority shareholder in Beech Business Services Limited, which invoiced accounting, software subscription and related services to the value of £2,812 plus VAT during the year (2024 £2,644 plus VAT). Nothing was owing to Beech Business Services at year end. These services were provided on an arm's length basis and approved by the Board of Trustees.

7. Tangible fixed assets

	Freehold property £	Computer & telephone equipment £	Furniture, fittings & equipment £	Total £
Cost				
At 1 April 2024	750,000	47,778	71,902	869,680
Additions	-	7,061	-	7,061
Disposals	-	-	-	-
At 31 March 2025	750,000	54,839	71,902	876,741
Depreciation				
At 1 April 2024	75,000	36,856	52,565	164,421
Charge for the year	7,500	4,673	6,224	18,397
On disposals	-	-	-	-
At 31 March 2025	82,500	41,529	58,789	182,818
Net book value				
At 31 March 2025	667,500	13,310	13,113	693,923
At 31 March 2024	675,000	10,922	19,337	705,259

8. Investments

Cash investments at cost	**Total**
	£
At start of year	280,783
Additions	-
At end of the year	280,783

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9. Debtors

	2025	2024
	£	£
Trade debtors	197,022	343,748
Prepayments and accrued income	82,861	562,426
Other taxes and social security	577	657
	280,460	906,831

10. Creditors: amounts falling due within one year

	2025	2024
	£	£
Trade creditors	55,176	16,433
Accruals	215,773	108,586
Deferred income	12,168	12,168
Other creditors	874	274
	283,991	137,461

Deferred income relates to grant income received for specific expenditure which partly, or wholly, takes place in a later period. The amount deferred at year end equates to the portion still to be spent at that point.

11. Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total
At 31 March 2025:	£	£	£
Tangible fixed assets	54,388	639,535	693,923
Investments	103,000	177,783	280,783
Net current assets	374,995	1,667,647	2,042,642
	532,383	2,484,965	3,017,348
At 31 March 2024:			
Tangible fixed assets	58,677	646,582	705,259
Investments	103,000	177,783	280,783
Net current assets	287,363	2,271,571	2,458,934
	449,040	3,095,936	3,444,976

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12. Movements in funds

	Balance at 31.03.23	2023/24 Income	2023/24 Expenditure	2023/24 Transfers	Balance at 31.03.24	2024/25 Income	2024/25 Expenditure	2024/25 Transfers	Balance at 31.03.25
Restricted funds	£	£	£	£	£	£	£	£	£
BMBC VC infrastructure support	-	225,000	(225,000)	-	-	225,000	(225,000)	-	-
Strategic Health Development	28,165	76,971	(72,080)	13,276	46,332	60,971	(87,855)	(5,333)	14,115
BMBC Small Grants	5,000	-	-	(5,000)	-	-	-	-	-
Big Bolton Fund Small Grants	22,486	8,356	-	(10,128)	20,714	-	-	-	20,714
Big Bolton Fund Investment	194,052	-	-	-	194,052	3,390	-	-	197,442
National Lottery - Unlocking Wellbeing	16,178	106,167	(108,781)	(7,787)	5,777	137,190	(118,247)	(4,632)	20,088
10GM – UKSPF Voice and Influence	-	74,339	(59,939)	(14,400)	-	94,531	(80,915)	(7,247)	6,369
Grants for Other Groups	56,880	48,033	(28,400)	(43,423)	33,090	55,858	(36,129)	13,500	66,319
Bolton at Home Peer Navigators	45,503	74,719	(57,605)	(5,833)	56,784	79,895	(49,270)	(5,083)	82,326
Bolton at Home Community Investments	145,453	61,061	(75,437)	16,268	147,345	44,800	(28,579)	(15,186)	148,380
Bolton's Fund Community Investment	588,048	959,610	(989,366)	(59,517)	498,775	1,442,645	(1,506,012)	18,704	454,112
Bolton Council programmes	38,148	205,066	((75,952)	(77,880)	89,382	157,529	(150,532)	(28,537)	67,842
The Hub Building Fund	653,822	-	(7,244)	-	646,578	-	(7,228)	-	639,350
Transformation Fund: CANS/CIP/Co-design	125,842	-	-	-	125,842	-	-	(125,842)	-
BMBC Standing Together programme	39,617	120,000	(140,472)	(15,739)	3,406	113,500	(77,361)	(12,250)	27,295
NHS Bolton Foundation Trust	44,463	24,197	(61,845)	48,617	55,432	95,522	(60,235)	(24,648)	66,071
GM Combined Authority VRU	752,362	1,114,826	(733,189)	(15,000)	1,118,999	117,479	(673,847)	(13,750)	548,881
GM Combined Authority non-VRU	-	-	-	-	-	191,429	(81,731)	(3,000)	106,698
GMCVO	57,633	91,086	(95,472)	(5,784)	47,463	55,581	(79,274)	(4,807)	18,963
Other grants	9,109	37,129	(38,008)	(2,265)	5,965	9,283	(13,113)	(2,135)	-
	2,822,761	3,226,560	(2,768,790)	(184,595)	3,095,936	2,884,603	(3,275,328)	(220,246)	2,484,965
Unrestricted funds									
General Fund	341,111	283,155	(359,821)	184,595	449,040	243,042	(379,945)	220,246	532,383
Total funds	3,163,872	3,509,715	(3,128,611)	-	3,544,976	3,127,645	(3,655,273)	-	3,017,348

Transfers between funds generally represent charges made for the management of a particular fund in line with the conditions of the funding provided.

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13. Information about restricted funds

BMBC VC Infrastructure Support is a VCSE contract focused on providing tailored development support to VSCE sector groups and organisations and delivering Bolton's volunteering support offer.

Strategic Health Development: funding is provided through Bolton Council (Public Health) in order to promote communication and develop stronger partnership working between the voluntary and community sector in Bolton and other statutory health and social care partners.

Big Bolton Fund Investment: income donated to Bolton CVS to invest in order to produce revenue to award as grants and investment in Bolton. Big Bolton Fund Small Grants uses the income generated from the Big Bolton Fund Investment account to award as grants in Bolton.

National Lottery Unlocking Wellbeing funding is to help develop partnerships between the VCSE sector, NHS and local authorities to improve health and wellbeing and reduce inequalities and empower communities. The programme aims to improve the lives of carers aged 18 or over who live or care for someone living in Bolton. The lead partner on the programme is Bolton Carers Support.

10GM UKSPF is a grant from the UK Social Prosperity Fund via 10GMto build VCSE infrastructure capacity within Bolton, identifying gaps and sharing good practice with other 10GM members.

Bolton at Home provides funding to undertake a range of projects, including building knowledge and awareness of social value, increasing access to volunteering and distributing their Community Investments Grant Programme and Tonge Big Local Investments Programme.

Bolton's Fund Community Investments are funds which primarily come from Bolton Council's Chief Executive's Department and are managed by Bolton CVS to award as community grants within Bolton.

Bolton Council programmes includes funding for Family Hubs, UKSPF3, Next Steps and Refugees and Asylum Seeker Development Office.

The Hub Building Fund represents assets originally acquired by Bolton Trinity Centre via grants from Big Lottery, Neighbourhood Renewal Fund, NLDC, ERDF and The Sir James and Lady Scott Trust. The assets were transferred to Bolton CVS when Bolton Trinity Centre was dissolved some years ago. The fund balance is reduced each year by the depreciation charged on the tangible fixed assets concerned.

Transformation Fund income funded predominantly the distribution of the Health and Wellbeing Community Investments and the Community Asset Navigator Programme. Remaining income has been reallocated to funds through which similar work is performed.

NHS Bolton CCG provides funding for Thrive, which is an alliance approach to improving access to early intervention and preventative support for the children and young people's mental health service, and for an 18-month apprenticeship pilot funded through Greater Manchester Health and Social Care Partnership's Transformation Fund, testing a VCSE sector-led place-based health and care focused apprenticeships model.

GM Combined Authority Violence Reduction Unit funding is to deliver a project on behalf of 10GM, developing community-led approaches in six different locations across Greater Manchester.

GMCVO is funding provided for the Bolton Local Access Partnership (LAP) which provides a range of interventions including events, skills training and local co-ordination roles, with the aim of building a strong & sustainable local support system to underpin enterprise growth and resilience for charities and social enterprises.

Other funds include a 3 year Engagement Officer post, which was funded by Bolton and South Lancashire Community Rail Partnership and a one-off donation from Bolton Literacy some time ago to help promote literacy, numeracy and ICT skills, as well as other smaller pieces of funding for various purposes.

14. Controlling interests

No controlling party has been identified.

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15. Grants payable

Recipients of £1,500 or more	£
Gorse Hill Studios (VRU Trafford)	49,943.50
Your Trust (VRU Rochdale)	34,586.88
Backup North West	25,000.00
Bolton Lads and Girls Club	25,000.00
Derian House Children's Hospital	25,000.00
Urban Outreach	25,000.00
Bolton Wanderers in the Community	24,890.00
Henshaws Society for Blind People	24,159.00
Bolton Wanderers in the Community	24,142.85
Bolton Wanderers in the Community	24,142.85
Your Trust - Wigan Year 2 payment 1	22,785.00
Hideaway Youth Project (VRU Rochdale)	22,231.50
Bolton Solidarity Comm Assoc	20,261.86
Bolton Lads and Girls Club	20,050.00
Pursuing Individual Excellence (PIE) (VRU Stockport)	20,020.00
Anderton Centre	20,000.00
Bolton Guild of Help	20,000.00
Bolton Solidarity Comm Assoc	19,098.95
Genuine Futures	18,506.00
Baby Basics	18,000.00
Believe Achieve CIC	18,000.00
Crescent Food Bank	18,000.00
Urban Outreach	18,000.00
The Guide Dogs for the Blind Association	17,500.00
Adullam Social Enterprises	17,257.00
MhIST	16,828.00
SCOPE	16,686.00
The Flowhesion Foundation	16,600.00
WAVE Adventure	16,500.00
Endeavour (Paws for Kids)	16,487.50
Oldham Greenhill Community Sports and Recreation Club (VRU Oldham)	15,586.86
1Message	15,000.00
Be The Change Youth Project	15,000.00
Believe Achieve CIC	15,000.00
Believe Achieve CIC	15,000.00
Bolton Carers Support	15,000.00
Bolton Community Group	15,000.00
Bolton FM	15,000.00
Bolton Guild of Help	15,000.00
Breightmet Community Group	15,000.00
Cartwheel Arts (VRU Rochdale)	15,000.00
Chaii Ladies (VRU Oldham)	15,000.00
Farnworth Baptist	15,000.00
Farnworth Baptist	15,000.00
Fatima Women's Association (VRU Oldham)	15,000.00
Glodwick Dynamoes FC (VRU Oldham)	15,000.00
Harmony Youth	15,000.00
Hoot Credit Union	15,000.00
Leigh Community Development Trust (VRU Wigan)	15,000.00
New Bury Boxing Club	15,000.00

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Oldham Greenhill Community Sports and Recreation Club (VRU Oldham)	15,000.00
One Message (VRU Wigan)	15,000.00
Endeavour (Paws for Kids)	15,000.00
Precious Gems	15,000.00
Reach Family Project	15,000.00
Rising Stars NW (VRU Stockport)	15,000.00
Smart Body Sports (VRU Wigan)	15,000.00
Talk Listen Change (VRU Stockport)	15,000.00
The Flowhesion Foundation	15,000.00
The Flowhesion Foundation	15,000.00
UK Funding Futures	15,000.00
Urban Outreach	15,000.00
WAVE Adventure	15,000.00
Wigan Athletic Football Club (VRU Wigan)	15,000.00
Recreate-U CIC	14,996.00
Reach Family Project	14,995.00
Bolton Solidarity Comm Assoc	14,950.00
Blackrod Sports and Community Centre	14,711.00
Active Tameside (VRU Tameside)	14,677.41
Acorn Alternative Provision	14,500.00
Precious Gems	14,480.00
Bolton Toy Library	14,400.00
The Good Gym	13,690.40
The Octagon Theatre	13,516.00
Fortalice	13,512.50
Oldham Greenhill Community Sports and Recreation Club	13,130.00
Rochdale Connections Trust (VRU Rochdale)	12,900.80
Bolton Wanderers in the Community	12,596.96
Bolton Wanderers in the Community	12,591.84
Entrepreneurs Unlocked	12,500.00
Benefit Mankind	12,275.00
Breightmet Community Group	12,000.00
Transforming Lives Group	12,000.00
Banana Enterprise	11,850.00
Be The Change Youth Project	11,800.00
Krimmz Girls Youth Group	11,800.00
Harmony Youth	11,341.00
Grace Church	11,021.00
Fortalice	10,990.00
Reach Family Project	10,625.00
Lindley Educational Trust (VRU Tameside)	10,181.29
Bolton Carers Support	10,150.00
Bolton Community Development Partnership	10,150.00
Elite Tuition Club	10,072.00
Bolton Housing Care and Support	10,000.00
Make a Difference (VRU Stockport)	9,900.00
Odyssey9 Academy CIC	9,622.00
Gateway Support Group	9,600.00
The Octagon Theatre	9,516.00
Bolton Housing Care and Support	9,500.00
One Message	9,189.00
Bolton Wanderers in the Community	9,081.11
HAFWAY	9,069.00

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St Peter's Church Halliwell	9,029.00
Bolton Lads and Girls Club	9,010.00
Crescent Food Bank	9,000.00
Krimmz Girls Youth Group	8,984.00
Fatima Women's Association (VRU Oldham)	8,905.00
Elite Community Hub	8,860.00
Sector 3 (VRU Stockport)	8,833.00
Chaii Ladies (VRU Oldham)	8,698.14
Great Lever and Farnworth Voice	8,651.50
Fortalice	8,500.00
Forest Frontiers CIC	8,450.00
Stockport County Community Trust (VRU Stockport)	8,426.00
Westhoughton Community Vision - The Hub	8,400.00
Round4Round	8,000.00
Talk Changes	8,000.00
Urban Outreach	7,991.42
The Flowhesion Foundation	7,987.50
Harmony Youth	7,800.00
MSV Housing	7,800.00
Prime Active Communities CIC (VRU Tameside)	7,522.00
84 Youth (VRU Manchester)	7,084.00
Krimmz Girls Youth Group	7,000.00
Zs Defence Academy	6,950.00
Bolton Solidarity Comm Assoc	6,812.00
Glodwick Dynamoes FC (VRU Oldham)	6,810.00
Wigan B&G Club (VRU Wigan)	6,277.00
Wigan Athletic Football Club (VRU Wigan)	5,928.00
Smart Body Sports (VRU Wigan)	5,720.00
Bolton Community of Mosques	5,608.00
Theatre in Flow (VRU Rochdale)	5,511.00
Bolton Solidarity Comm Assoc	5,221.50
Believe Achieve CIC -	5,200.00
Boxing Better (VRU Wigan)	5,105.00
Maverick Lab (VRU Rochdale)	5,016.00
All Ears MHA C.I.C	5,000.00
Bolton Community Development Partnership	5,000.00
Bolton Hindus Age Inspiration	5,000.00
Bolton Manbassadors	5,000.00
Bolton Town Centre	5,000.00
Breakdown Bolton	5,000.00
Changing Life Directions	5,000.00
Forest Frontiers CIC	5,000.00
Get Up Keep Going	5,000.00
Horwich St Marys Football Club	5,000.00
Precious Gems	5,000.00
Pride Bolton Ltd	5,000.00
Rock It! Collective CIC	5,000.00
Round4Round	5,000.00
Rumworth Parents Supporting Parents	5,000.00
St Chad's Community Activities	5,000.00
Talk Changes	5,000.00
The Flowhesion Foundation	5,000.00
The Reanella Trust	5,000.00

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Third Space	5,000.00
Tom Mulenge Music	5,000.00
Transforming Lives Group	5,000.00
UK Funding Futures	5,000.00
Bolton Housing Care and Support	4,992.00
Epi-G (Empowering Posterity Intentionally for Greatness)	4,990.00
New Bury Vision Group	4,988.75
Greenway Over 50s	4,980.00
Live From Worktown	4,980.00
Bolton Smart Enterprise CIC	4,960.00
Red Lane Growing Project	4,960.00
Think Cre8tive CIC	4,950.00
Art for You CIC	4,948.00
St Peter's Community Partnership (LEAP) (VRU Tameside)	4,937.00
DICE	4,928.00
Stars and Stitches	4,925.50
Stand Up Sisters	4,912.50
The Bereavement Cafe	4,890.00
Recycle-IT	4,872.72
New Bury Boxing Club	4,832.00
Aspire Community Action Group	4,800.00
Hera	4,640.00
The Redeemed Of The Lord Ministry	4,582.00
Ordinary Glory	4,540.00
Krimmz Girls Youth Group	4,500.00
Westhoughton Lions	4,400.00
Aspire Community Action Group	4,260.00
SPOONS	4,140.00
Senior Solutions	3,975.00
DICE	3,900.00
Red Folio	3,888.00
New Bury Boxing Club	3,873.80
The Wellness Project	3,849.00
One Message (VRU Wigan)	3,820.00
Befriending Refugees & Asylum Seekers	3,766.60
Believe Achieve CIC	3,766.60
Bolton Solidarity Comm Assoc	3,766.60
Gateway Support Group	3,766.60
North Bolton Support Group	3,766.60
Precious Gems	3,766.60
Cartwheel Arts (VRU Rochdale)	3,760.00
Recycle-IT	3,750.00
Bolton Together	3,595.50
Leigh Community Development Trust (VRU Wigan)	3,208.00
Blackrod Sports and Community Centre	3,000.00
BSURF	3,000.00
Changing Life Directions	3,000.00
Headspace Bolton	3,000.00
Making Space	3,000.00
MhIST	3,000.00
The Flowhesion Foundation	3,000.00
Transforming Lives Group	3,000.00
Transforming Lives Group	3,000.00

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Wave	3,000.00
Befriending Refugees & Asylum Seekers	2,824.95
Befriending Refugees & Asylum Seekers	2,824.95
Believe Achieve CIC	2,824.95
Believe Achieve CIC	2,824.95
Bolton Solidarity Comm Assoc	2,824.95
Bolton Solidarity Comm Assoc	2,824.95
Gateway Support Group	2,824.95
Gateway Support Group	2,824.95
North Bolton Support Group	2,824.95
North Bolton Support Group	2,824.95
Precious Gems	2,824.95
Precious Gems	2,824.95
Turn Up The Value	2,700.00
Elite Community Hub	2,620.00
10GM (VRU Oversight)	2,580.00
Oldham Greenhill Community Sports and Recreation Club	2,496.00
Odyssey9 Academy CIC	2,296.00
Be The Change Youth Project	2,043.00
Age Well in Breightmet	2,000.00
Befriending Refugees & Asylum Seekers	2,000.00
Blackrod Bloomers Community	2,000.00
Bolton Black History Group	2,000.00
Bolton Film Works	2,000.00
Bolton Mandhata Youth	2,000.00
Bolton Wanderers Disabled Supporters Association	2,000.00
Breightmet Community Group	2,000.00
Daisy Hill Cricket Club	2,000.00
GBVIS	2,000.00
Hulton Lane Clubroom	2,000.00
Inspire & Achieve	2,000.00
Iraqi Community Group	2,000.00
Lancashire Central Homing Club	2,000.00
On The Go Theatre Company	2,000.00
Play Sportz	2,000.00
Pride Bolton Ltd	2,000.00
Queens Park Bowls	2,000.00
Rock It! Collective CIC	2,000.00
South Sudanese Community Association of Bolton (SSCAB)	2,000.00
Special Needs Under Fives Support	2,000.00
UK Funding Futures	2,000.00
Uncivilised Media CIC	2,000.00
Willows Action Group	2,000.00
Women Together	2,000.00
Breakdown Bolton	1,999.00
New Bury Vision Group	1,996.41
Dangerous To Know Theatre Company	1,994.00
Stand Up Sisters	1,990.00
Bolton Metropolitan Cricket League	1,980.00
Transforming Lives Group	1,980.00
Video.box	1,970.40
Talk Listen Change (VRU Stockport)	1,966.00
Saving Threads	1,961.80

Docusign Envelope ID: DB14F7D5-8C57-4CEE-94C7-26046E8B661D

BYB @ Blackrod	1,950.00
Kidz 2 Cookz CIC	1,950.00
Horwich Ride Social	1,936.00
The Hub at Westhoughton	1,910.00
Connections Community Methodist Church	1,900.00
Bolton Community of Mosques	1,694.00
Kearsley Get Together	1,610.00
Cooking Wizards	1,520.00
AGE UK Bolton	1,500.00
Asian Elders Resource Centre	1,500.00
Bolton Hindus Age Inspiration	1,500.00
Changing Life Directions	1,500.00
Halliwell Befriending Service	1,500.00
Lagans Foundation	1,500.00
The Flowhesion Foundation	1,500.00
Total for recipient of £1,500 or more	**£2,343,803.50**
Total for recipients of under £1,500 (121 grants)	**£82,530.78**
Total returned grants (8 grants)	**-£26,980.06**
Total value of grants awarded	**£2,399,354.22**

BOLTON COMMUNITY AND VOLUNTARY SERVICES

England & Wales - Charity number 1003123

Accounts

Docusign Envelope ID: EEC28031-10A5-42E6-91E9-B31658609D37

Bolton Community and Voluntary Services

Annual report and financial statements
Year ended 31 March 2024

Company number: **2615057**
Charity number: **1003123**

Docusign Envelope ID: EEC28031-10A5-42E6-91E9-B31658609D37

BOLTON COMMUNITY AND VOLUNTARY SERVICES
REPORT OF THE TRUSTEES/DIRECTORS
YEAR ENDED 31 MARCH 2024

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Legal and administrative detail

Trustees/Directors	Mrs S Hilton Mr D Holden-Locke (appointed 12/10/23) Mr D A Kay (Treasurer) Ms G E Kay Mr B Lyon Mrs J Maher (Vice Chair) Ms S Z Makkan (appointed 12/10/23) Rev P Mason (Chair) Ms F Noden Mr V Patel Mr M Smith
Bolton Council Nominated Representative to the Board of Trustees	Councillor R Jiva (appointed 12/10/23)
Company Secretary and Chief Officer	Ms D Yates-Obé
Registered Office	The Bolton Hub Bold Street Bolton BL1 1LS
Auditor	Smith & Goulding 2-4 Southport Road Chorley PR7 1LD
Bankers	Royal Bank of Scotland plc 46-48 Deansgate Bolton BL1 1BH

Docusign Envelope ID: EEC28031-10A5-42E6-91E9-B31658609D37

The trustees present their annual report and the audited financial statements of the charity for the year ended 31 March 2023.

Governing document

Bolton Community and Voluntary Services (the organisation) is a charitable company limited by guarantee, incorporated on 24 May 1991 and registered as a charity on 7 June 1991. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. The Articles of Association were updated by Special Resolution on 23 September 2021. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.

Charitable objects

Bolton Community and Voluntary Services (CVS) is a charitable company which exists to support voluntary and community organisations and promote voluntary action. The objects as stated in our Articles of Association are:

To promote any charitable purposes for the benefit of the public, principally but not exclusively in the Metropolitan Borough of Bolton (hereinafter called the "area of benefit") and, in particular, but not exclusively, to build the capacity of voluntary and community sector organisations and provide them with the necessary support, information and services to enable them to pursue or contribute to any charitable purpose; provided that in pursuing the Objects, the Charity shall pay due regard to the needs of minority or disadvantaged groups including ethnic minorities, and the promotion of community cohesion; To promote, organise and facilitate co-operation and partnership working between voluntary and community sector, statutory and other relevant bodies in the achievement of the above purposes within the area of benefit.

Public benefit

Each year our trustees review our priorities and activities to ensure they continue to reflect our aims. In carrying out this review, the trustees have considered the Charity Commission's general guidance on public benefit and are firmly of the belief that the organisation continues to meet the public benefit requirement through its activities.

Membership

Bolton CVS is a membership organisation, with **632** members at 31 March 2024 actively delivering programmes and activities in Bolton. Our membership is crucial to our work and is open to all VCSE sector organisations operating across the Borough of Bolton that fall within our criteria. The voice of the VCSE sector in Bolton is amplified, heard and has influence through the critical mass and mixture of expert providers of all sizes that includes community networks, community champions, campaigners, social movements, organisations, social entrepreneurs, groups, charities and other organisations that exist with the primary purpose of doing good and building stronger communities.

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Core Purpose

To work alongside Bolton's Voluntary, Community and Social Enterprise sector, supporting them to do what they exist to do, as well as they possibly can.

The values that underpin our work are:

We are collaborators

We mutually build lasting relationships and share knowledge to achieve the greatest impact in our communities.

We are evolving

We proactively seek opportunities to learn, develop new ideas and adapt so that we, and those we support, respond to change in relevant and sustainable ways.

We are here

We are committed to providing timely support to encourage, motivate and guide organisations in further developing the skills and confidence to do what they do best.

We are influencers

We positively contribute to decisions, boldly advocating that the VCSE sector is heard and valued as an equal partner.

We are progressive

Collectively, we look to the future and explore new ways of doing things, with inclusivity and equity at the core.

We present our Annual Trustees Report and Accounts to the membership every year at our Annual General Meeting for adoption, as well as updating on our progress, performance and collective achievements. All organisational activity is aligned to the charitable objects as stated on the previous page.

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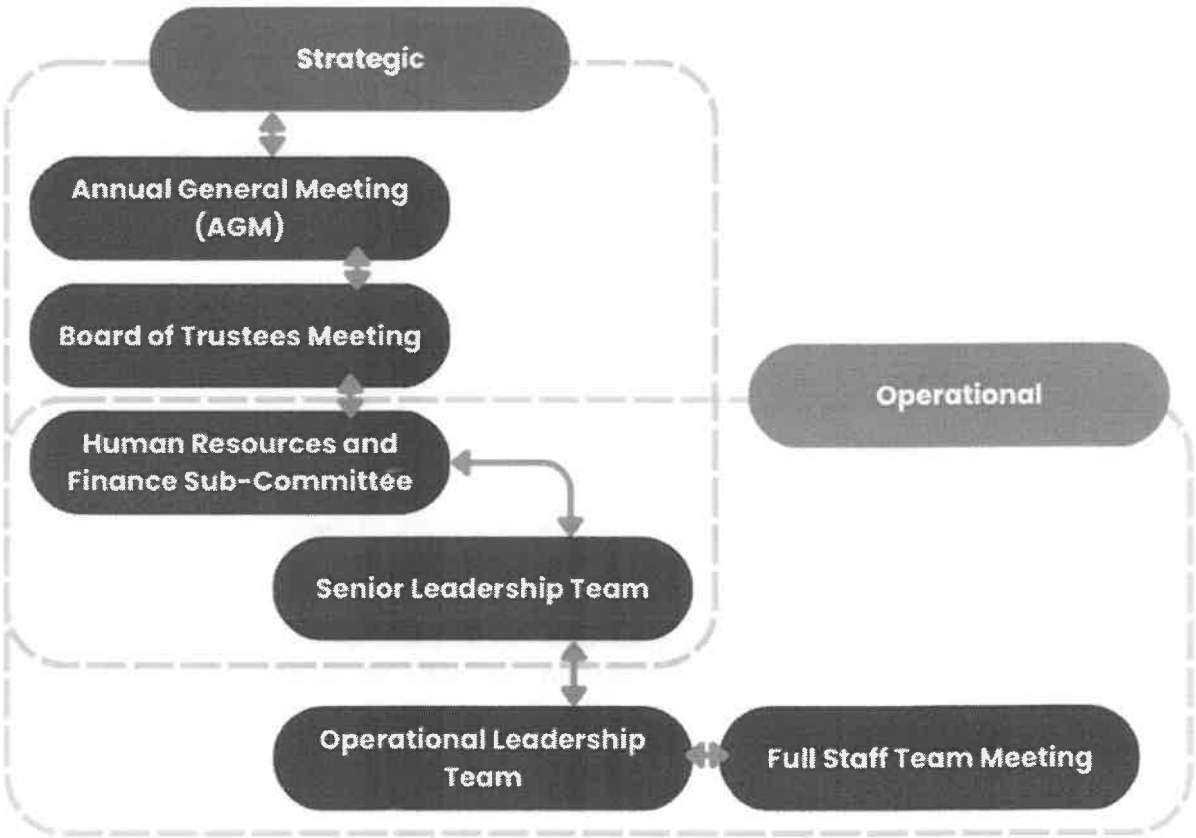
Our People

At 31st March 2024, Bolton CVS had **31** members of staff. The Senior Leadership Team is made up of the: Chief Executive; Deputy Chief Executive and Head of Finance.

Bolton CVS has an active team of volunteers, supporting our work across a number of programmes includes grants delivery. There are **11** Trustees who donate their time to provide strategic leadership for the organisation and assess financial and operational performance. There is **1** 'nominated representative', a Councillor appointed by the Leader of Bolton Council at the beginning of each municipal calendar term.

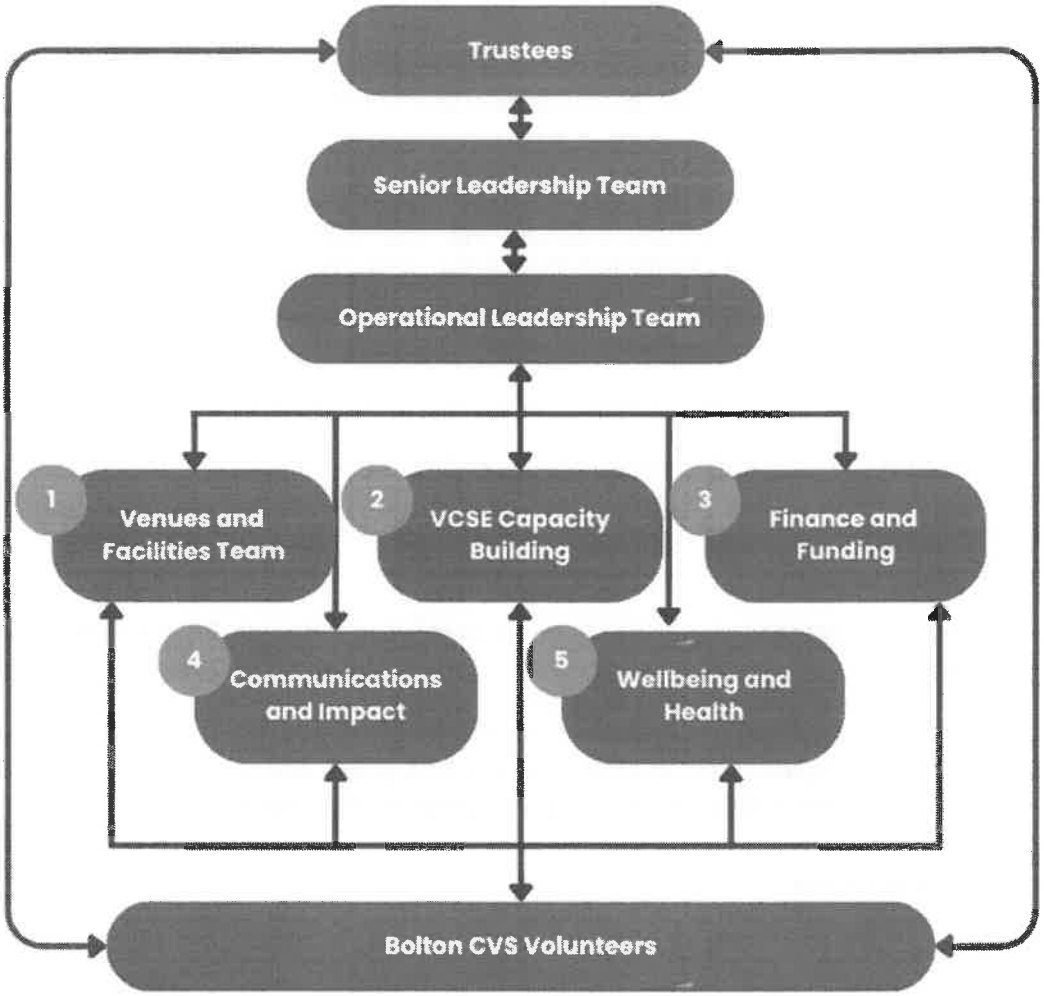
Accountability & Governance Structure

The following diagram summarises our accountability and governance structure, outlining strategic and operational accountability and meetings:



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The ethos at Bolton CVS is building one team through our 'One Bolton CVS' commitment. To enable the effective delivery of services across the organisation, the whole team is organised into five core teams (as indicated below) for line management, coaching responsibilities and performance reporting. The diagram below outlines the teams' structure and decision-making structure for the organisation:



Recruitment and appointment of trustees

Member organisations of Bolton CVS can nominate representatives to the Bolton CVS Board of Trustees and the opportunity to recruit Trustees begins ahead of the Annual General Meeting. If there are more candidates than vacancies on the Board, an election is held at the Annual General Meeting.

Bolton Council nominates one of its elected members (councillors) to serve as a representative on its behalf. To ensure that the Board of Trustees is representative of the full range of voluntary and community organisations in the Borough and bring the necessary skills to the Board to achieve our objectives, the Board of Trustees has the right to co-opt up to four representatives for a one-year term.

Docusign Envelope ID: EEC28031-10A5-42E6-91E9-B31658609D37

Trustee terms, induction and board development

Terms:

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Board of Trustees. Under the requirements of the Memorandum and Articles of Association, one third of the members of the Board of Trustees shall retire annually and remain eligible for re-election. The Honorary Treasurer is nominated by the Board of Trustees and appointed by the members of Bolton CVS as an ex officio member of the Board of Trustees.

All trustees give of their time freely and no trustee remuneration was paid in the year. Trustees are required to disclose all relevant interests and register them with the Company Secretary and, in accordance with the Bolton CVS policy, withdraw from decisions where a conflict of interest may arise. The current trustees are listed on page 1. In addition, Mr I Ismail, Mrs V L Ramsden and Councillor A Taylor-Burke resigned 12/10/23 and Mr V C Patel resigned on 07/08/24.

Induction:

All new trustees that are appointed are invited to either a group or one-to-one induction session which provides an overview of the work of Bolton CVS and its projects, with an opportunity to meet the staff team. In addition to induction, new trustees are given a pack containing:

- The main documents which set out the operational framework for the charity including the Memorandum and Articles of Association ~ Charity Commission publications (e.g. Roles and Responsibilities of Trustees).
- A copy of the latest annual report and accounts.
- A copy of the organisational budget and future projections.
- Details of current and future plans and Operational Activity Plan.

Board development

Trustees are also invited to take part in training and development sessions throughout the year. There are regular strategic planning sessions, and all Trustees are invited to attend training through Bolton CVS's Stronger Together training programme that will support their personal and professional development.

Risk management

The charity regularly conducts reviews of the current and emerging risks to which it is exposed. A cycle of financial projections, scenario modelling and service reviews supports our organisational approach to risk, which also includes regular structural and safety reviews for our building offer.

A comprehensive risk register is maintained and a summary of significant risks is reviewed at each meeting of the Board of Trustees to escalate and to seek strategic input into developing the organisations systems or procedures in order to mitigate the risks the charity faces.

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A financial plan has been developed to mitigate the loss of external funding for some of the charity's activities and this plan is reviewed regularly, along with future financial forecasts. Internal control risks are minimised by the implementation of procedures laid down in the financial controls policy.

Procedures are in place to ensure compliance with health and safety regulations within the premises occupied by the charity (The Bolton Hub) and where staff work remotely. All risk processes and procedures are annually reviewed to ensure they continue to meet the needs of the charity.

Key Areas of Work

The work and activity of Bolton CVS is distributed across five operational teams with the following areas of focus:

Team:	Responsible for:
Venue and Facilities	➔ Ensuring the smooth day-to-day (and evening) running of the venue and facilities offer. ➔ Maintaining a clean, safe and accessible place for the whole Bolton CVS team, tenants and visitors. ➔ Day to day cleaning and maintenance repairs, within and around the building. ➔ Increasing access and use of The Hub by community focussed organisations. ➔ Ensuring the smooth running of all I.T. and communication systems and being the point for escalation.
Finance	➔ Processing all income and expenditure transactions for Bolton CVS ➔ Processing payroll and pension for Bolton CVS. ➔ Producing quarterly management accounts, finance reports and yearend finance reports.
Funding	➔ Ensuring the smooth and effective delivery of all grants and community investment programmes. ➔ Reporting on the reach and impact of community investment and grants programmes
Strategic Wellbeing and Health	➔ Supporting the delivery of our funded engagement programmes. ➔ Strengthening the relationships with health and care partners in the public sector. ➔ Delivering a strategic Wellbeing and Health development programme. ➔ Responding to consultations and policy development and building the VCSE sector evidence base. ➔ Ensuring strong connectivity with the VCSE sector across all wellbeing and health programmes.

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VCSE Capacity Building	➔ Delivering Bolton's VCSE Local Infrastructure Support offer, with a focus on impact and social value. ➔ Effective start-to-end support for volunteers and volunteer involving organisations. ➔ Increasing awareness of safeguarding and governance across VCSE sector organisations. ➔ Delivering the Bolton CVS events calendar and increasing our engagement in communities. ➔ Ensuring consistency and clarity across all Bolton CVS communication outputs (internal and external).
Communications and Impact	➔ Promoting and profiling the work and impact of Bolton CVS, its members and wider VCSE sector ➔ Delivering training and support to help the VCSE effectively demonstrate their impact and promote their services ➔ Leading on digital engagement, ensuring Bolton CVS has a strong and positive presence online as well as coordinating purposeful in person events ➔ Ensuring Bolton CVS internal and external stakeholder communications, written, visual or otherwise, remain relevant and bring added value to our wider offer.

Key achievements in the year

Around **£1,969,307** in grants and investments approved in the period to a multitude of groups and organisations.

The 6 priorities of Bolton's Fund are driven by Bolton's Vision 2030. The priority areas of focus are informed through Bolton's Joint Strategic Needs Assessment (JSNA), co-design with communities and community intelligence:

- Children getting the best start in life.
- Promoting healthy lifestyles and preventing ill health.
- Empowering everyone in Bolton to reach their potential and take control of their lives.
- Fair employment and good work for all.
- Protecting and improving our environment to ensure a healthy standard of living for all.
- Stronger, cohesive, more confident communities, in which people feel safe, welcome and connected.

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In 2023/24 our headline numbers include:

93 eBulletins delivered to **2,589** people across the sector (weekly, TGI Friday, Funding, Proper Good and Stronger Together training programme).

- **252,343** Website hits
- **52** training sessions with **448** participants.
- **438** volunteering enquiries managed, **310** individuals received ono to one support, **186** direct connections made to volunteering opportunities
- **233** people were signposted to the Volunteer Passport training with **58** people completed this training as part of their volunteer journey
- **293** VCSE groups and organisations supported in a development capacity

For more detailed information about our work throughout 2023/24 and case studies that bring some of that work to life, please see our Annual Report available on our website.

Financial review

Our total funds at 31 March 2024 stand at **£3,544,976** of which **£449,040** is unrestricted funds and **£3,095,936** is restricted. **£646,402** of the restricted funds relates to the book value of The Bolton Hub building.

Reserves policy

The Board of Trustees has examined the charity's need for reserves in light of the main risks to the organisation. The charity needs reserves to protect its current activities, in order to allow the trustees to meet their day-to-day responsibilities and to ensure that it continues to operate on a going concern basis. The trustees consider the minimum level of free reserves needed to achieve this is three to six months' running costs, including salaries.

The level of free reserves at the balance sheet date is as shown below. It brings us close to achieving our base target level.

Unrestricted funds at 31 March 2024	£449,040
Less: book value of fixed assets representing unrestricted funds.	£58,677
Less: designated for the development/maintenance of the Bolton Hub and for service development	£30,000
Free reserves at 31 March 2024	£360,363

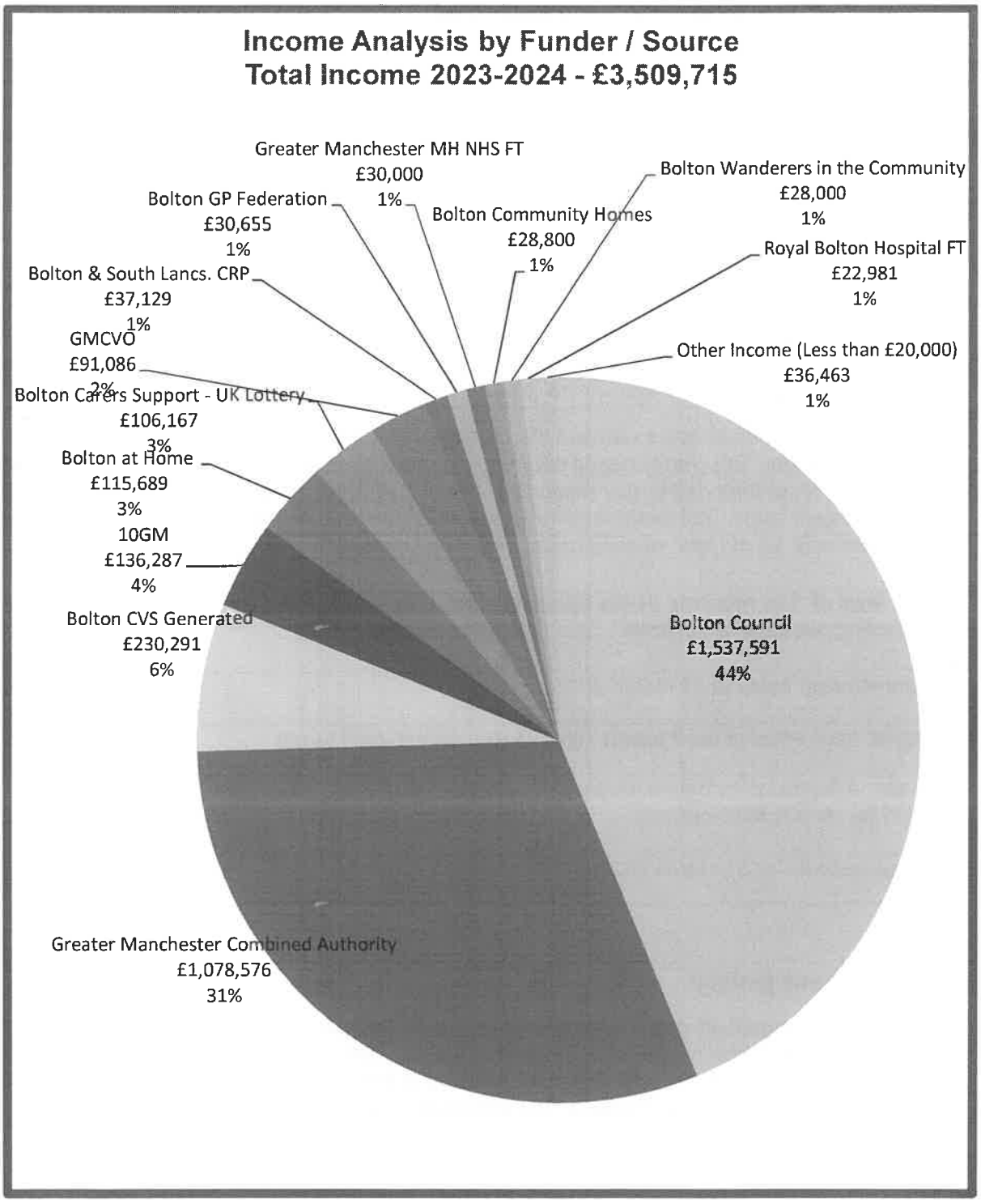
Investment policy

A significant proportion of the charity's funds are to be spent in the short term and a prudent amount has been kept available to maintain a healthy cash flow. We have specific investments held under the Big Bolton Fund which are invested in line with our organisational policy and with approval from the Board of Trustees. Our investments are deemed to be low risk.

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Principle funding sources

Principle funders include Bolton Council. Greater Manchester Combined Authorit, 10GM, Bolton at Home, UK Lottery (via Bolton Carers Support) and GMCVO. These organisations either directly funded or work or provided investment for Bolton CVS to distribute as grants and community ivestments during the year. We also generated income from the The Bolton Hub rents and the delivery of services.



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Plans for 2024/25

Bolton CVS will continue to strive for excellence in delivering infrastructure support to Bolton's VCSE sector. Areas of further development in 2024/25 include:

- Contribute to the ongoing co-design of the Bolton VCSE 5 year Strategy.
- Co-design Bolton CVS 3 year Strategy
- Review and improve VCSE sector training programme offer
- Development of membership offer
- Further develop and embed customer relations management (CRM) system and website; adding social enterprise focused and member only pages.
- Co-design terms of reference for each of our Voice & Influence spaces, creating further focus and clarity around the unique purpose of each network, forum and collaboration space. Review gaps in provision and introduce new spaces as needed by the VCSE sector.
- Create a new Equity, Diversity, Inclusion and Belonging strategy and evolve our practises to ensure we provide increasingly accessible and purposeful services, spaces and support.

'Big Ticket' events in 2024/25 will include:

Q1 – Volunteers Week
Q2 – An Evening with Bolton CVS
Q3 – Bolton CVS AGM and Bolton's Fund 5 Year Celebrations

Statement of Trustees' Responsibilities

The trustees who held office during the year are set out on page 1. The trustees (who are also directors for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- Observe the methods and principles in the Charities SORP.
- Make judgments and estimates that are reasonable and prudent.
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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The trustees are responsible for keeping proper accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

Statement of disclosure to auditors

So far as the directors are aware, there is no relevant audit information of which the company's auditors are unaware. Additionally, the directors have taken all the necessary steps that they ought to have taken as directors in order to make themselves aware of all relevant audit information and to establish that the charity's auditors are aware of that information.

Appointment of auditor

A resolution for the reappointment of Smith & Goulding as auditor for the financial year ending 31 March 2025 will be proposed at the forthcoming Annual General Meeting.

Approval of report

In preparing this report advantage has been taken of the small companies' exemption. This report was approved by the board and signed on its behalf by:

DocuSigned by:
Phil Mason
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Rev P Mason
Chair

22 October 2024

October 2024

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INDEPENDENT AUDITORS' REPORT
TO THE MEMBERS OF BOLTON COMMUNITY AND VOLUNTARY SERVICES
YEAR ENDED 31 MARCH 2024

Opinion

We have audited the financial statements of Bolton Community and Voluntary Services for the year ended 31 March 2024 which comprise the statement of financial activities, the balance sheet, statement of cash flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is 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).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2024 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of Companies Act 2006.

Basis of opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion based on the work undertaken in the course of our audit:

- the information given in the trustees' report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

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Matters on which we are required to report by exception

In light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees (who are also directors of Bolton Community and Voluntary Services for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities including fraud. Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the charitable company through discussions with trustees and other management, and from our commercial knowledge and experience of the charity sector;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charity, including the Companies Act 2006, taxation legislation and data protection, employment, environmental and health and safety legislation;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

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We assessed the susceptibility of the company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships;
- tested journal entries to identify unusual transactions; and
- assessed whether judgements and assumptions made in determining the accounting estimates were indicative or potential bias.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of meetings of those charged with governance;
- enquiring of management as to actual and potential litigation and claims; and
- reviewing correspondence with relevant regulators and the company's legal advisors.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the directors and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect that those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the members as a body, for our audit work, for this report, or for the opinion we have formed

Andrew Simm

Andrew Simm BSc FCA, Senior Statutory Auditor
For and on behalf of Smith & Goulding Limited
Chartered Accountants and Statutory Auditors
2 - 4 Southport Road, Chorley, Lancashire PR7 1LD

23 **October 2024**

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BOLTON COMMUNITY AND VOLUNTARY SERVICES

STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 MARCH 2024

	Notes	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £
Income							
Donations and legacies		294	680	974	10	-	10
Charitable activities	2	80,781	3,217,524	3,298,305	-	2,903,462	2,903,462
Other trading activities	2	167,968	-	167,968	193,582	-	193,582
Investments		34,112	8,356	42,468	-	11,634	11,634
Total income		283,155	3,226,560	3,509,715	193,592	2,915,096	3,108,688
Expenditure							
Raising funds	4	157,259	2,876	160,135	119,278	2,232	121,510
Charitable activities	4	202,562	2,768,914	2,968,476	194,992	3,277,248	3,472,240
Total expenditure		359,821	2,768,790	3,128,611	314,270	3,279,480	3,593,750
Net income/(expenditure) before transfers	3	(76,666)	457,770	381,104	(120,678)	(364,384)	(485,062)
Transfers	12	184,595	(184,595)	-	201,730	(201,730)	-
Net movements after transfers		107,929	273,175	381,104	81,052	(566,114)	(485,062)
Funds brought forward		341,111	2,822,761	3,163,872	260,059	3,388,875	3,648,394
Funds carried forward	12	449,040	3,095,936	3,544,976	341,111	2,822,761	3,163,872

This statement also comprises an Income and Expenditure Account. All of the charity's activities are classed as continuing.

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BOLTON COMMUNITY AND VOLUNTARY SERVICES

BALANCE SHEET AS AT 31 MARCH 2024

	Notes	2024 £	2023 £
Fixed assets			
Tangible assets	7	705,259	718,608
Investments	8	280,783	280,783
		986,042	999,391
Current assets			
Debtors	9	906,831	288,645
Cash at bank and in hand		1,789,564	2,619,339
		2,696,395	2,907,984
Creditors: amounts falling due within one year	10	(137,461)	(743,503)
Net current assets		2,558,934	2,164,481
Net assets	11	3,544,976	3,163,872
Funds			
Unrestricted funds	12	449,040	341,111
Restricted funds	12	3,095,936	2,822,761
Total funds		3,544,976	3,163,872

These financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the board on 22 October 2024 and signed on its behalf by:

DocuSigned by:
Phil Mason
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Rev P Mason
Chair

Company registration number: 2615057

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BOLTON COMMUNITY AND VOLUNTARY SERVICES

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2024

	2023 £	2023 £
Reconciliation of net income/(expenditure) to net inflow from operating activities		
Net income/(expenditure) for the year	381,104	(485,062)
Adjustments for:		
Depreciation	18,992	17,701
Investment income	(42,468)	(11,634)
Decrease/(increase) in debtors	(618,186)	206,728
Increase/(decrease) in creditors	(606,042)	566,091
Net cash (used in)/provided by operating activities	(866,600)	293,824
Cash inflow/(outflow) from investing activities		
Investment income received	42,468	11,634
New investments made	-	(170,000)
Purchase of tangible fixed assets	(5,643)	(22,630)
Loan repayments made	-	(6,000)
Net cash generated from/(used in) investing activities	36,825	(186,996)
Net (decrease)/increase in cash and cash equivalents in the year	(829,775)	106,828
Cash and cash equivalents brought forward	2,619,339	2,512,511
Cash and cash equivalents carried forward (see below)	1,789,564	2,619,339
Analysis of cash and cash equivalents		
Cash at bank and in hand	2,217	2,028
Cash in short term deposit accounts	1,787,347	2,617,311
	1,789,564	2,619,339

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1. Accounting policies

Bolton Community and Voluntary Services (Bolton CVS) is a private company limited by guarantee and incorporated in England and Wales. Its registered office is The Hub, Bold Street, Bolton.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006, 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 accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these accounts are rounded to the nearest £.The accounts have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern basis

At the time of approving the accounts the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The trustees therefore continue to adopt the going concern basis of accounting in preparing the accounts.

1.3 Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives. Designated funds are unrestricted funds which the trustees decide should be set aside for specific projects or purposes.

Restricted funds are subject to specific conditions imposed by donors as to how they may be used. Expenditure which meets these criteria is allocated against the relevant fund.

1.4 Income, including grants

Income is recognised on a receivable basis and is reported gross of related expenditure. Income is recognised when the charity has entitlement to the funds, any performance conditions have been met or are fully within the control of the charity, it is probable that the income will be received and the amount can be measured reliably.

Grants are generally recognised on receipt, or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. Grant income received or invoiced in the period which relates to a performance-related condition fulfilled in a later period is deferred to that later period. A grant that specifies performance conditions is recognised in income when the performance conditions are met.

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

Income from services such as payroll and training is recognised once the service has been provided, whilst income from rent of office space and room hire is recognised in the period to which the rental relates.

Income from other fundraising activities is recognised once the event has taken place and monies have been received. Donations are recognised once the charity has been notified of the gift, unless conditions require the deferral of the amount.

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1.5 **Expenditure**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to that category. 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.

Costs of raising funds comprise the costs of trading and similar activities and the associated support costs of those activities. Such activities include payroll and training services, renting of offices and hire of rooms.

Charitable expenditure comprises those costs directly incurred by the charity in the delivery to beneficiaries of its core activities and services, including grants administration. The support costs associated with delivery of these activities and services is also included.

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

Support costs include those central functions which assist the work of the charity but do not directly undertake charitable activities. They are allocated to the activity cost categories on bases consistent with the use of the resources, as set out in note 3.

1.6 **Transfers between funds**

Transfers between funds arise when expenditure is incurred in one fund which can be funded or part-funded by income of another fund. Transfers may also be made from unrestricted funds to clear excess expenditure over income arising in restricted funds.

1.7 **Pensions**

The company subscribes to a defined contribution scheme covering the majority of its permanent employees. The assets of the scheme are held separately from those of the charity. The pension costs charged in the financial statements represent the contributions payable by the company during the year.

1.8 **Operating leases**

Operating lease rentals are charged to the Statement of Financial Activities as incurred.

1.9 **Tangible fixed assets**

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost of each asset over its estimated useful life, taking into account estimated residual value, as follows:

Freehold building	-	straight line over 100 years
Telephone equipment	-	straight line over 3 years
Furniture, fittings and equipment	-	25% pa on a reducing balance basis
Computer equipment	-	25% pa on a reducing balance basis

1.10 **Investments**

The charity's investments comprise of bank deposits. Income from these investments is recognised when the conditions for receipt of the income are met and there is adequate certainty of receipt (see Note 1.4).

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1.11 **Debtors**

Trade and other debtors are recognised at the settlement amount due.

1.12 **Cash at bank and in hand**

Cash at bank and in hand includes cash and short term highly liquid bank deposits.

1.13 **Creditors**

Creditors are recognised when 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 can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

Deferred income is income which is included in the year in debtors or has been received into the bank, but which relates to a subsequent period, such as a grant relating specifically to a future period. It is recognised in the Statement of Financial Activities of that period.

1.14 **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.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets
Basic financial assets, such debtors and cash and bank balances (including bank deposits held as fixed asset investments), are accounted for as per notes 1.11 and 1.12.

Basic financial liabilities
Basic financial liabilities, which include creditors, are recognised as per note 1.13.

Docusign Envelope ID: EEC28031-10A5-42E6-91E9-B31658609D37

2. Details of incoming resources

	Unrestricted funds £	Restricted funds £	2023 Total funds £	2023 Total funds £
Income relating to charitable activities				
BMBC - Chief Executive's Department	-	225,000	225,000	220,833
BMBC - Strategic Health Development	-	60,971	60,971	60,971
BMBC - Standing Together	-	120,000	120,000	120,000
BMBC - Small Grants and other	-	63,773	63,773	48,666
BMBC - Bolton's Community Fund	-	959,610	959,610	1,225,202
BMBC – UKSPF Environmental	-	121,727	121,727	-
BMBC – Family Hubs	-	27,922	27,922	-
Bolton at Home	-	135,780	135,780	118,579
NHS Bolton Hospital FT	-	24,196	24,196	112,887
Eric Wright small grants programme	-	-	-	15,000
Greater Manchester Combined Authority	-	1,114,826	1,114,826	593,750
GP Federation Health Programmes	-	-	-	161,786
10GM – UKSPF Workforce Programme	-	74,339	74,339	-
UK Lottery Unlocking Wellbeing	-	106,167	106,167	-
BWITC/Lightful Digital Skills Programme	28,000	-	28,000	-
Other grants	52,781	183,213	235,944	225,788
	80,781	3,217,524	3,298,305	2,903,462
Other trading and income generating activities				
Rents and room hire	165,390	-	165,390	147,008
Training and other income	2,578	-	2,578	46,574
	167,968	-	167,968	193,582

3. Net income for the year

This is stated after charging:	2024 £	2023 £
Depreciation	18,992	17,701
Auditor's fees (including VAT)	5,400	4,500

Docusign Envelope ID: EEC28031-10A5-42E6-91E9-B31658609D37

4. Expenditure

	2024	2023
	£	£
Raising funds		
Employment costs	50,709	54,941
Depreciation charges	8,811	6,029
Fundraising resources and other trading costs	10,338	8,764
Insurance, telephone, office costs and IT	31,260	13,048
Premises and utility costs	59,017	38,728
	160,135	121,510
Charitable activities		
Grants payable (note 15)	1,969,307	2,562,064
Employment costs	842,600	762,683
Bank charges, loan interest and similar costs	1,007	1,927
Depreciation charges	10,181	11,672
Insurance, telephone, office costs and IT	47,854	63,195
Meetings and travel costs	3,406	4,657
Premises and utility costs	20,872	13,630
Publicity and communication	11,953	12,652
Subscriptions, consultancy and professional fees	19,680	23,947
Training costs	41,545	14,284
Other expenditure, including volunteer costs	71	1,529
	2,968,476	3,472,240

Support costs and governance costs

Included above are support costs of £167,616 (2023 £161,258) in respect of salaries, premises costs, IT expenditure and legal and professional fees, amongst other things, which are necessary to underpin the services which Bolton CVS provides. Governance costs of £8,928 (2023 £7,380) are included in the expenditure on charitable activities.

Staff costs and numbers

Staff costs were as follows:

	2024	2023
	£	£
Salaries, benefits and secondment	779,663	716,772
National insurance costs	63,728	55,927
Employer's pension contributions	49,918	44,925
	893,309	817,624

The average number of employees over the course of the year was 30 (2023: 33), consisting of 26 (2023: 29) service staff and 4 (2023: 4) management and administration staff. No employee received emoluments of more than £60,000. The total of remuneration and benefits applicable to key management personnel, excluding national insurance cost, was £169,961 (2023 £159,418).

5. Pension costs

The charity subscribes to a defined contribution pension scheme in respect of the majority of its permanent employees. The scheme and its assets are held by independent managers. The pension costs shown in note 4 represent contributions due from the company in the year.

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6. Trustees and other related parties

With the exception of the following, the trustees received no remuneration or benefits during the year, nor were any trustees' expenses reimbursed.

The charity's main insurance policy includes an element of trustee indemnity taken out for business purposes and not as a benefit to the trustees.

Due to the nature of the charity's transactions, there are numerous transactions with other charities and organisations with which some of the trustees have an association. These are undertaken on an arm's length basis, which the charity is able to demonstrate.

The Treasurer, Mr D Kay, is a minority shareholder in Beech Business Services Limited, which invoiced accounting, software subscription and related services to the value of £2,644 plus VAT during the year (2022 £2,511 plus VAT). Nothing was owing to Beech Business Services at year end. These services are provided on an arm's length basis and approved by the Board of Trustees.

7. Tangible fixed assets

	Freehold property £	Computer & telephone equipment £	Furniture, fittings & equipment £	Total £
Cost				
At 1 April 2023	750,000	44,684	69,353	864,037
Additions	-	3,094	2,549	5,643
Disposals	-	-	-	-
At 31 March 2024	750,000	47,778	71,902	869,680
Depreciation				
At 1 April 2023	67,500	33,883	44,046	145,429
Charge for the year	7,500	2,973	8,519	18,992
On disposals	-	-	-	-
At 31 March 2024	75,000	36,856	52,565	164,421
Net book value				
At 31 March 2024	675,000	10,922	19,337	705,259
At 31 March 2023	682,500	10,801	25,306	718,608

8. Investments

Cash investments at cost	**Total**
	£
At start of year	280,783
Additions	-
At end of the year	280,783

Docusign Envelope ID: EEC28031-10A5-42E6-91E9-B31658609D37

9. Debtors

	2024	2023
	£	£
Trade debtors	343,748	203,243
Prepayments and accrued income	562,426	84,845
Other taxes and social security	657	557
	906,831	288,645

10. Creditors: amounts falling due within one year

	2024	2023
	£	£
Trade creditors	16,433	15,722
Accruals	108,586	667,007
Deferred income	12,168	60,500
Other creditors	274	274
	137,461	743,503

Deferred income relates to grant income received for specific expenditure which partly, or wholly, takes place in a later period. The amount deferred at year end equates to the portion still to be spent at that point.

11. Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total
At 31 March 2024:	£	£	£
Tangible fixed assets	58,677	646,582	705,259
Investments	103,000	177,783	280,783
Net current assets	287,363	2,271,571	2,458,934
	449,040	3,095,936	3,444,976
At 31 March 2023:			
Tangible fixed assets	64,781	653,827	718,608
Investments	103,000	177,783	280,783
Net current assets	173,330	1,991,151	2,164,481
	341,111	2,822,761	3,163,872

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12. Movements in funds

Restricted funds	Balance at 31.03.22 £	2022/23 Income £	2022/23 Expenditure £	2022/23 Transfers £	Balance at 31.03.23 £	2023/24 Income £	2023/24 Expenditure £	2023/24 Transfers £	Balance at 31.03.24 £
BMBC VC infrastructure support	-	220,833	(220,833)	-	-	225,000	(225,000)	-	-
Strategic Health Development	62,502	103,174	(126,811)	(10,700)	28,165	76,971	(72,080)	13,276	46,332
BMBC Small Grants	8,916	-	-	(3,916)	5,000	-	-	(5,000)	-
Big Bolton Fund Small Grants	10,852	11,634	-	-	22,486	8,356	-	(10,128)	20,714
Big Bolton Fund Investment	194,052	-	-	-	194,052	-	-	-	194,052
National Lottery - Unlocking Wellbeing	-	56,647	(37,233)	(3,236)	16,178	106,167	(108,781)	(7,787)	5,777
10GM – UKSPF Voice and Influence	-	24,061	-	(24,061)	-	74,339	(59,939)	(14,400)	-
Grants for Other Groups	81,675	214,183	(210,781)	(28,197)	56,880	48,033	(28,400)	(43,423)	33,090
Bolton at Home Peer Navigators	162,786	24,092	(130,958)	(10,417)	45,503	74,719	(57,605)	(5,833)	56,784
Bolton at Home Community Investments	185,664	56,687	(82,881)	(14,017)	145,453	61,061	(75,437)	16,268	147,345
Bolton's Fund Community Investment	1,215,000	1,228,702	(1,795,729)	(59,925)	588,048	959,610	(989,366)	(59,517)	498,775
BMBC Home for Ukraine Vol. Development	-	63,666	(21,002)	(4,516)	38,148	205,066	((75,952)	(77,880)	89,382
The Hub Building Fund	661,086	-	(7,264)	-	653,822	-	(7,244)	-	646,578
Ambition for Ageing	8,405	-	-	(8,405)	-	-	-	-	-
NHS Bolton CCG – Thrive/CYP MH	22,777	-	(16,090)	(6,687)	-	-	-	-	-
Transformation Fund: CANS/CIP/Co-design	125,842	-	-	-	125,842	-	-	-	125,842
NHS Bolton CCG – VCSE Commissioning	8,449	-	(2,401)	(6,048)	-	-	-	-	-
BMBC Standing Together programme	114,011	120,000	(198,769)	4,375	39,617	120,000	(140,472)	(15,739)	3,406
NHS Bolton Foundation Trust	3,035	63,887	(17,899)	(4,560)	44,463	24,197	(61,845)	48,617	55,432
GM Combined Authority VRU	508,741	608,750	(353,379)	(11,750)	752,362	1,114,826	(733,189)	(15,000)	1,118,999
GMCVO	-	78,316	(18,513)	(2,170)	57,633	91,086	(95,472)	(5,784)	47,463
Other grants	15,082	40,464	(38,936)	(7,500)	9,110	37,129	(38,008)	(2,265)	5,965
	3,388,875	2,915,096	(3,279,479)	(201,730)	2,822,762	3,226,560	(2,768,790)	(184,595)	3,095,936
Unrestricted funds									
General Fund	260,059	193,592	(314,271)	201,730	341,110	283,155	(359,821)	184,595	449,040
Total funds	3,648,934	3,108,688	(3,593,750)	-	3,163,872	3,509,715	(3,128,611)	-	3,544,976

Transfers between funds generally represent charges made for the management of a particular fund in line with the conditions of the funding provided.

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13. Information about restricted funds

BMBC VC Infrastructure Support is a VCSE contract secured with BMBC 2019. It is focused on providing tailored development support to VSCE sector groups and organisations and delivering Bolton's volunteering support offer.

Strategic Health Development: funding is provided through Bolton Council (Public Health) in order to promote communication and develop stronger partnership working between the voluntary and community sector in Bolton and other statutory health and social care partners.

BBF Small Grants and Bolton's Fund Community Investments are funds which primarily come from Bolton Council's Chief Executive's Department and are managed by Bolton CVS to award as community grants with Bolton.

which Bolton CVS manages on behalf of others to award as community grants within Bolton. Big Bolton Fund Investment: income donated to Bolton CVS to invest in order to produce revenue to award as grants and investment in Bolton.

Big Bolton Fund Small Grants: the income generated from the Big Bolton Fund Investment account which is awarded as grants in Bolton.

The Hub Building Fund represents assets originally acquired by Bolton Trinity Centre via grants from Big Lottery, Neighbourhood Renewal Fund, NLDC, ERDF and The Sir James and Lady Scott Trust. The assets were transferred to Bolton CVS when Bolton Trinity Centre was dissolved some years ago. The fund balance is reduced each year by the depreciation charged on the tangible fixed assets concerned.

NHS Bolton CCG provides funding for Thrive, which is an alliance approach to improving access to early intervention and preventative support for the children and young people's mental health service, and for an 18-month apprenticeship pilot funded through Greater Manchester Health and Social Care Partnership's Transformation Fund, testing a VCSE sector-led place-based health and care focused apprenticeships model.

Bolton at Home provides funding to undertake a range of projects, including building knowledge and awareness of social value, increasing access to volunteering and distributing their Community Investments Grant Programme and Tonge Big Local Investments Programme.

Transformation Fund income funded predominantly the distribution of the Health and Wellbeing Community Investments and the Community Asset Navigator Programme.

GM Combined Authority Violence Reduction Unit funding is to deliver a project on behalf of 10GM, developing community-led approaches in six different locations across Greater Manchester.

Other funds include a three year Engagement Officer post, which was funded by Bolton and South Lancashire Community Rail Partnership and a one off donation from Bolton Literacy some time ago to help promote literacy, numeracy and ICT skills, as well as other smaller pieces of funding for various purposes.

National Lottery Unlocking Wellbeing funding is to help develop partnerships between the VCSE sector, NHS and local authorities to improve health and wellbeing and reduce inequalities and empower communities. The programme aims to improve the lives of carers aged 18 or over who live or care for someone living in Bolton. The lead partner on the programme is Bolton Carers Support.

10GM UKSPF is a grant from the UK Social Prosperity Fund via 10GMto build VCSE infrastructure capacity within Bolton, identifying gaps and sharing good practice with other 10GM members.

GMCVO provided a grant to fund the Bolton Local Access Partnership (LAP) which will provide a range of interventions including events, skills training and local co-ordination roles. With the aim of building a strong & sustainable local support system to underpin enterprise growth and resilience for charities and social enterprises.

14. Controlling interests

No controlling party has been identified.

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15. Grants payable

Recipients of £1,500 or more	£
Salford CVS (VRU Salford)	55,000.00
Bury VCFA (VRU Bury)	50,000.00
Bury VCFA (VRU Bury)	50,000.00
Salford CVS (VRU Salford)	50,000.00
Hideaway Youth Project	22,231.50
Bury Defence Academy	21,486.00
Bolton Wanderers in the Community	20,886.70
Salford Foundation	20,000.00
Hideaway Youth Project	20,000.00
Salford Foundation	20,000.00
Urban Outreach	20,000.00
Bolton Solidarity Comm Assoc	19,098.95
1Message	18,000.00
Active Tameside	17,682.31
Bolton Solidarity Comm Assoc	17,124.15
Rio Ferdinand Foundation	16,854.00
Odd Arts	16,599.00
Ghazali Trust	16,123.24
Salford community leisure	15,000.00
84 Youth	15,000.00
Cycle2Health	15,000.00
Bolton Carers Support	15,000.00
Bolton Guild of Help	15,000.00
Cresent Food Bank	15,000.00
The Flowhesion Foundation	15,000.00
Bolton Lads and Girls Club	15,000.00
Bolton Guild of Help	15,000.00
Crescent Food Bank	15,000.00
Bolton Lads and Girls Club	15,000.00
The Flowhesion Foundation	15,000.00
Bolton Carers Support	15,000.00
84 Youth	15,000.00
St Peter's Community Partnership (LEAP)	15,000.00
Lindley Educational Trust	15,000.00
Prime Active Communities CIC	15,000.00
Leigh Community Development Trust	15,000.00
One Message	15,000.00
Smart Body Sports	15,000.00
Wigan Athletic Football Club	15,000.00
Wigan B&G Club	15,000.00
Bolton Wanderers in the Community	15,000.00
Hideaway Youth Project	15,000.00
Horwich St Marys Football Club	15,000.00
Bolton Guild of Help	14,999.10
Step Together	14,881.00
Youth Lead (Xplode) (2)	14,816.00
Oldham Greenhill Community Sports and Recreation Club	14,490.00
The Octagon Theatre	14,150.00
Bolton Wanderers in the Community	14,053.17
Westhoughton Community Vision - The Hub	13,869.00

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Bolton Lads and Girls Club	13,692.00
WAVE Adventure	13,200.00
Be the change youth project	12,908.00
1Message	12,720.00
Bolton Community Furniture Store	11,184.00
Bolton Community Furniture Store	11,184.00
BSURF	11,092.00
Families and Babies (FAB)	10,946.00
Paws for Kids	10,825.00
Paws for Kids	10,825.00
Harmony Youth	10,637.30
Warm Hut	10,000.00
Krimmz Girls Youth Group	10,000.00
Bolton Lads and Girls Club	10,000.00
Believe Achieve CIC	10,000.00
Paws for Kids	10,000.00
WAVE Adventure	10,000.00
Fortalice	9,999.00
Elite Community Hub	9,990.00
Bolton Community of Mosques	9,970.67
Bolton Community of Mosques	9,970.67
Rock It! Collective CIC	9,880.00
Reach Family Project	9,750.00
Reach Family Project	9,750.00
Sapphire Partnership	9,700.00
Believe Achieve CIC	9,390.00
Believe Achieve CIC	9,390.00
New Bury Boxing Club	9,009.00
Gateway Support Group	9,000.00
Gateway Support Group	9,000.00
Astley Bridge Cricket Club	8,696.99
Banana Enterprise	8,685.00
Early Break	8,663.00
Harmony Youth	8,650.00
Forest Frontiers CIC	8,300.00
Transforming Lives Group - Next Steps Community Fund	8,128.02
HAFWAY	8,116.00
Making Space	8,086.00
Round4Round	8,000.00
Benefit Mankind	7,945.00
Benefit Mankind	7,945.00
Manchester United Foundation	7,500.00
Oasis Community Hub	7,500.00
Farnworth Baptist	6,947.40
Farnworth Baptist	6,947.40
Epi-G (Empowering Posterity Intentionally for Greatness)	6,897.00
Halliwell Befriending Service (HALLIWEL)	6,897.00
Be The Change Youth Project	6,897.00
Good Companions	6,897.00
FC Quebec Park Rangers	6,897.00
New Bury Vision Group	6,897.00
Breightmet Community Group	6,897.00
High Hopes for Halliwell Being	6,721.00
Krimmz Girls Youth Group	6,400.00
Bolton Deaf Society (1)	6,300.00

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Krimmz Girls Youth Group	6,250.00
Krimmz Girls Youth Group	6,250.00
Halliwell Environmental Ramblers	6,049.00
Bolton Community of Mosques	5,660.00
Bolton Deaf Society (1)	5,610.00
Bolton Deaf Society (1)	5,610.00
Mancunian Way	5,000.00
Swinton Lions Community Sports Foundation	5,000.00
Odd Arts	5,000.00
Europia - VRU Salford year 2	5,000.00
King's Community	5,000.00
Pride Bolton Ltd	5,000.00
Round4Round	5,000.00
Changing Life Directions	5,000.00
Sri Lankan Bolton Community UK	5,000.00
Breightmet Community Group	5,000.00
Ephrata	5,000.00
Believe Achieve CIC	5,000.00
Bolton Deane & Derby Cricket & Social Club	5,000.00
Inspire SYC	5,000.00
King's Community	5,000.00
Bophelo CIC	5,000.00
Third Space	5,000.00
Forest Frontiers CIC	5,000.00
Reach Family Project	5,000.00
Bolton Adult Autism Support	5,000.00
Breakdown Bolton	4,995.00
Ordinary Glory	4,995.00
Compass Education	4,990.00
Banana Enterprise	4,965.00
Rock It! Collective CIC	4,960.00
Bolton Parent Carer	4,954.00
Pikes Lane Community Club	4,950.00
Elite Community Hub	4,950.00
Stand Up Sisters	4,943.50
Think Cre8tive CIC	4,940.00
FC Quebec Park Rangers	4,935.00
Circle of Inspiration	4,920.00
Bolton Smart Enterprise CIC	4,900.00
St Chads Church	4,886.00
Bolton Mandhata Youth	4,875.00
High Hopes for Halliwell Being	4,820.00
Video.box	4,800.00
Elevate Bolton	4,759.00
Bolton Aphasia Self Help	4,700.00
Northern Bolton Support	4,700.00
Banana Enterprise	4,565.00
Bolton Response	4,550.00
The Bereavement Cafe	4,545.00
The Octagon Theatre	4,525.02
Inspire & Achieve	4,500.00
Reflections Counselling Service	4,350.00
Epi-G (Empowering Posterity Intentionally for Greatness)	4,306.00
Elevate Bolton	4,280.00
Westhoughton Community Vision - The Hub	4,250.00

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Bolton Community Health, Fitness and Martial Arts CIC	4,188.00
Banana Enterprise	4,120.00
Queens Park Bowls	4,002.00
Krimmz Girls Youth Group	4,000.00
Talk Changes	3,980.00
Saeed Institute	3,870.00
Reach Family Project	3,555.00
Oldham Greenhill Community Sports and Recreation Club	3,278.30
Asian Parents Support Group	3,230.00
Oldham Greenhill Community Sports and Recreation Club	3,182.00
Create Bolton	3,141.60
Art for You CIC	3,090.00
Tonge Moor Carers	3,004.00
The Flowhesion Foundation	3,000.00
Breakdown Bolton - Next Steps Community Fund	2,975.00
Breakdown Bolton	2,975.00
Harmony Youth	2,890.00
Astley Bridge Park Bowling Club	2,750.00
Changing Life Directions	2,500.00
Changing Life Directions	2,500.00
Harmony Youth	2,430.00
MNI Youth Club	2,400.00
Krimmz Girls Youth Group	2,400.00
Westhoughton Community Vision - The Hub	2,370.00
Be The Change Youth Project	2,348.14
Harmony Youth	2,344.00
Hive Artists CIC	2,281.00
The Sunnyside Club	2,281.00
UK Funding Futures	2,281.00
Creative Mind	2,235.00
Bolton Community of Mosques	2,200.00
Harmony Youth	2,190.00
Be The Change Youth Project	2,140.00
Art for You CIC	2,002.00
Bolton at Home (BAH) - P.N Environmental BAH. Project Budget payment 1	2,000.00
Daytrippers	2,000.00
Slaterfield & Great Holme Residents Association	2,000.00
Forest Frontiers CIC	2,000.00
Tonge Moor Carers	2,000.00
Astley Bridge Park Bowling Club	2,000.00
Arising Futures	2,000.00
Bolton Young Boys	2,000.00
Slaterfield & Great Holme Residents Association	2,000.00
Transforming Lives Group	2,000.00
Bolton Dementia Support Group	2,000.00
Bolton Deaf Society (1)	2,000.00
Bolton Together	2,000.00
Bolton Lads and Girls Club	2,000.00
Backup North West	2,000.00
Bolton Community of Mosques	2,000.00
Bolton Carers Support	2,000.00
Bolton Wanderers in the Community	2,000.00
Paws for Kids	2,000.00
UK Funding Futures	2,000.00

Docusign Envelope ID: EEC28031-10A5-42E6-91E9-B31658609D37

Citizens Advice Bury and Bolton	2,000.00
1 POINT (NORTH WEST) LTD	2,000.00
Happy Signs CIC	1,997.30
Bolton Contemporary CIC	1,946.00
DICE	1,845.00
The Flowhesion Foundation	1,800.00
Krimmz Girls Youth Group	1,750.00
The Great Lever Voice	1,700.00
Westhoughton Community Vision - The Hub	1,600.00
Bolton Community of Mosques	1,550.00
DICE	1,500.00
S.S. Simon and Jude's Amateur Dramatic Society	1,500.00

Total for recipients of £1,500 or more	**£1,881,725**
Total for recipients of under £1,500 (248 grants)	**£109,180**
Total returned grants (4 grants)	**-£21,599**
Total value of grants awarded	**£1,969,307**

BOLTON COMMUNITY AND VOLUNTARY SERVICES

England & Wales - Charity number 1003123

Accounts

DocuSign Envelope ID: 77406E11-AE69-41B2-B1FF-E06A39668C14

Bolton Community and Voluntary Services.

Annual report and financial statements Year ended 31 March 2023.

Company number: **2615057**
Charity number: **1003123**

DocuSign Envelope ID: 77406E11-AE69-41B2-B1FF-E06A39668C14

BOLTON COMMUNITY AND VOLUNTARY SERVICES
REPORT OF THE TRUSTEES/DIRECTORS
YEAR ENDED 31 MARCH 2023

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Legal and administrative detail

Trustees/Directors	Mrs S Hilton Mr I Ismail Mr D A Kay (Treasurer) Ms G E Kay Mr B Lyon Mrs J Maher (Vice Chair) Rev P Mason (Chair) Ms F Noden Mr V C Patel Mrs V L Ramsden Mr M Smith
Bolton Council Nominated Representative to the Board of Trustees	Councillor A Taylor-Burke
Company Secretary and Chief Officer	Ms D Yates-Obé
Registered Office	The Bolton Hub Bold Street Bolton BL1 1LS
Auditor	Smith & Goulding 2-4 Southport Road Chorley PR7 1LD
Bankers	Royal Bank of Scotland plc 46-48 Deansgate Bolton BL1 1BH

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The trustees present their annual report and the audited financial statements of the charity for the year ended 31 March 2023.

Governing document

Bolton Community and Voluntary Services (the organisation) is a charitable company limited by guarantee, incorporated on 24 May 1991 and registered as a charity on 7 June 1991. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. The Articles of Association were updated by Special Resolution on 23 September 2021. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.

Charitable objects

Bolton Community and Voluntary Services (CVS) is a charitable company which exists to support voluntary and community organisations and promote voluntary action. The objects as stated in our Articles of Association are:

To promote any charitable purposes for the benefit of the public, principally but not exclusively in the Metropolitan Borough of Bolton (hereinafter called the "area of benefit") and, in particular, but not exclusively, to build the capacity of voluntary and community sector organisations and provide them with the necessary support, information and services to enable them to pursue or contribute to any charitable purpose; provided that in pursuing the Objects, the Charity shall pay due regard to the needs of minority or disadvantaged groups including ethnic minorities, and the promotion of community cohesion; To promote, organise and facilitate co-operation and partnership working between voluntary and community sector, statutory and other relevant bodies in the achievement of the above purposes within the area of benefit.

Public benefit

Each year our trustees review our priorities and activities to ensure they continue to reflect our aims. In carrying out this review, the trustees have considered the Charity Commission's general guidance on public benefit and are firmly of the belief that the organisation continues to meet the public benefit requirement through its activities.

Membership

Bolton CVS is a membership organisation, with **614** members at 31 March 2023 actively delivering programmes and activities in Bolton. Our membership is crucial to our work and is open to all VCSE sector organisations operating across the Borough of Bolton that fall within our criteria. The voice of the VCSE sector in Bolton is amplified, heard and has influence through the critical mass and mixture of expert providers of all sizes that includes community networks, community champions, campaigners, social movements, organisations, social entrepreneurs, groups, charities and other organisations that exist with the primary purpose of doing good and building stronger communities.

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Core Purpose

To work alongside Bolton's Voluntary, Community and Social Enterprise sector, supporting them to do what they exist to do, as well as they possibly can.

The values that underpin our work are:

We are collaborators

We mutually build lasting relationships and share knowledge to achieve the greatest impact in our communities.

We are evolving

We proactively seek opportunities to learn, develop new ideas and adapt so that we, and those we support, respond to change in relevant and sustainable ways.

We are here

We are committed to providing timely support to encourage, motivate and guide organisations in further developing the skills and confidence to do what they do best.

We are influencers

We positively contribute to decisions, boldly advocating that the VCSE sector is heard and valued as an equal partner.

We are progressive

Collectively, we look to the future and explore new ways of doing things, with inclusivity and equity at the core.

We present our Annual Trustees Report and Accounts to the membership every year at our Annual General Meeting for adoption, as well as updating on our progress, performance and collective achievements. All organisational activity is aligned to the charitable objects as stated on the previous page.

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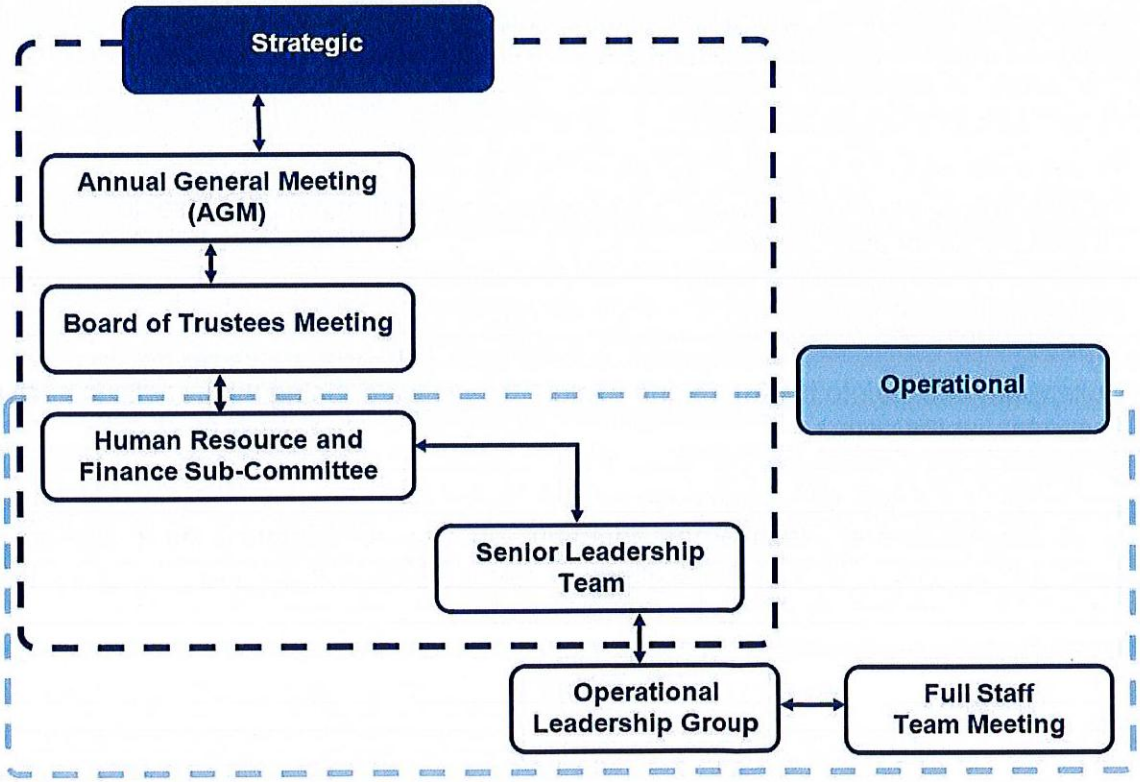
Our People

At 31st March 2023, Bolton CVS had **28** members of staff. The Senior Leadership Team is made up of the: Chief Executive; Deputy Chief Executive, Head of Services and Head of Finance.

Bolton CVS has an active team of volunteers, supporting our work across a number of programmes includes grants delivery. There are **12** Trustees who donate their time to provide strategic leadership for the organisation and assess financial and operational performance. There is **1** 'nominated representative', a Councillor appointed by the Leader of Bolton Council at the beginning of each municipal calendar term.

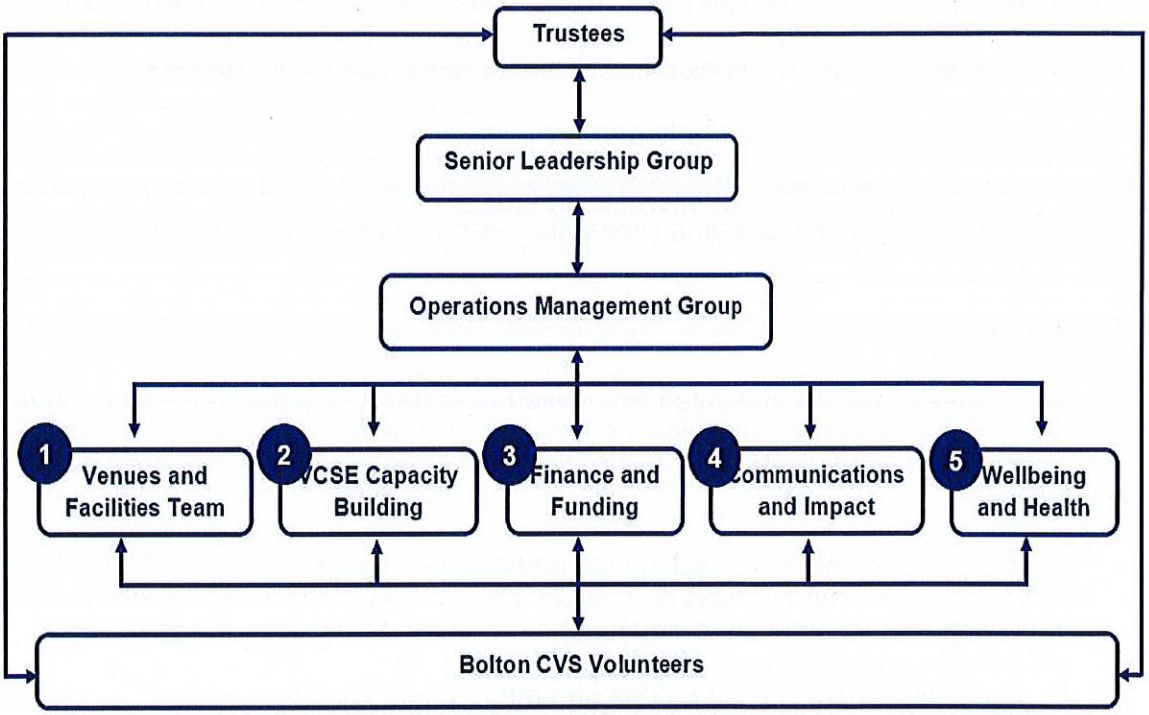
Accountability & Governance Structure

The following diagram summarises our accountability and governance structure, outlining strategic and operational accountability and meetings:



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The ethos at Bolton CVS is building one team through our 'One Bolton CVS' commitment. To enable the effective delivery of services across the organisation, the whole team is organised into five core teams (as indicated below) for line management, coaching responsibilities and performance reporting. The diagram below outlines the teams' structure and decision-making structure for the organisation:



Recruitment and appointment of trustees

Member organisations of Bolton CVS can nominate representatives to the Bolton CVS Board of Trustees and the opportunity to recruit Trustees begins ahead of the Annual General Meeting. If there are more candidates than vacancies on the Board, an election is held at the Annual General Meeting.

Bolton Council nominates one of its elected members (councillors) to serve as a representative on its behalf. To ensure that the Board of Trustees is representative of the full range of voluntary and community organisations in the Borough and bring the necessary skills to the Board to achieve our objectives, the Board of Trustees has the right to co-opt up to four representatives for a one-year term.

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Trustee terms, induction and board development

Terms:

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Board of Trustees. Under the requirements of the Memorandum and Articles of Association, one third of the members of the Board of Trustees shall retire annually and remain eligible for re-election. The Honorary Treasurer is nominated by the Board of Trustees and appointed by the members of Bolton CVS as an ex officio member of the Board of Trustees.

All trustees give of their time freely and no trustee remuneration was paid in the year. Details of trustee "out of pocket" expenses are disclosed in the accounts. Trustees are required to disclose all relevant interests and register them with the Company Secretary and, in accordance with the Bolton CVS policy, withdraw from decisions where a conflict of interest may arise.

Induction:

All new trustees that are appointed are invited to either a group or one-to-one induction session which provides an overview of the work of Bolton CVS and its projects, with an opportunity to meet the staff team. In addition to induction, new trustees are given a pack containing:

- The main documents which set out the operational framework for the charity including the Memorandum and Articles of Association ~ Charity Commission publications (e.g. Roles and Responsibilities of Trustees).
- A copy of the latest annual report and accounts.
- A copy of the organisational budget and future projections.
- Details of current and future plans and Operational Activity Plan.

Board development

Trustees are also invited to take part in training and development sessions throughout the year. There are regular strategic planning sessions, and all Trustees are invited to attend training through Bolton CVS's Stronger Together training programme that will support their personal and professional development.

Risk management

The charity regularly conducts reviews of the current and emerging risks to which it is exposed. A cycle of financial projections, scenario modelling and service reviews supports our organisational approach to risk, which also includes regular structural and safety reviews for our building offer.

A comprehensive risk register is maintained and a summary of significant risks is reviewed at each meeting of the Board of Trustees to escalate and to seek strategic input into developing the organisations systems or procedures in order to mitigate the risks the charity faces.

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A financial plan has been developed to mitigate the loss of external funding for some of the charity's activities and this plan is reviewed regularly, along with future financial forecasts. Internal control risks are minimised by the implementation of procedures laid down in the financial controls policy.

Procedures are in place to ensure compliance with health and safety regulations within the premises occupied by the charity (The Bolton Hub) and where staff work remotely. All risk processes and procedures are annually reviewed to ensure they continue to meet the needs of the charity.

Key Areas of Work

The work and activity of Bolton CVS is distributed across five operational teams with the following areas of focus:

Team:	Responsible for:
Venue and Facilities	➔ Ensuring the smooth day-to-day (and evening) running of the venue and facilities offer. ➔ Maintaining a clean, safe and accessible place for the whole Bolton CVS team, tenants and visitors. ➔ Day to day cleaning and maintenance repairs, within and around the building. ➔ Increasing access and use of The Hub by community focussed organisations. ➔ Ensuring the smooth running of all I.T. and communication systems and being the point for escalation.
Finance and Funding	➔ Processing all income and expenditure transactions for Bolton CVS □ Processing payroll and pension for Bolton CVS. ➔ Producing quarterly management accounts, finance reports and yearend finance reports. ➔ Ensuring the smooth and effective delivery of all grants and community investment programmes. ➔ Reporting on the reach and impact of community investment and grants programmes.
Strategic Wellbeing and Health	➔ Supporting the delivery of our funded engagement programmes. ➔ Strengthening the relationships with health and care partners in the public sector. ➔ Delivering a strategic Wellbeing and Health development programme. ➔ Responding to consultations and policy development and building the VCSE sector evidence base. ➔ Ensuring strong connectivity with the VCSE sector across all wellbeing and health programmes.

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VCSE Capacity Building	➔ Delivering Bolton's VCSE Local Infrastructure Support offer, with a focus on impact and social value. ➔ Effective start-to-end support for volunteers and volunteer involving organisations. ➔ Increasing awareness of safeguarding and governance across VCSE sector organisations. ➔ Delivering the Bolton CVS events calendar and increasing our engagement in communities. ➔ Ensuring consistency and clarity across all Bolton CVS communication outputs (internal and external).
Communications and Impact	➔ Promoting and profiling the work and impact of Bolton CVS, its members and wider VCSE sector ➔ Delivering training and support to help the VCSE effectively demonstrate their impact and promote their services ➔ Leading on digital engagement, ensuring Bolton CVS has a strong and positive presence online as well as coordinating purposeful in person events ➔ Ensuring Bolton CVS internal and external stakeholder communications, written, visual or otherwise, remain relevant and bring added value to our wider offer.

Key achievements in the year

Around £2,575,000 in grants and investments approved in the period to a multitude of groups and organisations.

The 6 priorities of Bolton's Fund are driven by Bolton's Vision 2030. The priority areas of focus are informed through Bolton's Joint Strategic Needs Assessment (JSNA), co-design with communities and community intelligence:

- Children getting the best start in life.
- Promoting healthy lifestyles and preventing ill health.
- Empowering everyone in Bolton to reach their potential and take control of their lives.
- Fair employment and good work for all.
- Protecting and improving our environment to ensure a healthy standard of living for all.
- Stronger, cohesive, more confident communities, in which people feel safe, welcome and connected.

368 volunteering enquiries managed, 237 individuals received one to one support, 175 direct connections made to volunteering opportunities.

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In 2022/23 there were **259** instances of support for VCSE groups and organisations in a development capacity:

Large	28
Medium	41
Small	74
Micro	116

Further achievements included:

- 97 eBulletins delivered to 2,681 people across the sector (weekly, TGI Friday and training programme).
- 304,753 Website hits and 30,188 Social Media engagement activations.
- 55 training sessions with 347 participants.
- 6 Voluntary and Community Sector Forums held with 167 in attendance.
- 490 instances of attendance by VCSE sector participants across our Voice & Influence spaces

For more detailed information about our work throughout 2022/23 and case studies that bring some of that work to life, please see our quarterly reports available on our website.

Also, the following three new posts were introduced into the Bolton CVS structure during 2022/2023. All were realised through investment from cross-sector partners and brought capacity and expertise into the organisation and wider VCSE sector.

Refugee & Asylum Seeker Volunteer Officer: Bolton Council created an opportunity to further support guests arriving via the Homes for Ukraine scheme. This post allows us to support an evidence and asset-based approach to community integration, with holistic peer support and befriending for refugees and asylum seekers.

Business Development Manager: in recognition of the often fragile financial position VCSE sector organisations find themselves in, Bolton at Home invested in this post to support Bolton CVS, and the wider sector, to explore opportunities to work towards financial security and, therefore, long term sustainability.

Violence Reduction Alliance Facilitator: To help enhance and embed the work of the partnership steering and delivering the Community-led Violence Reduction Programme in New Bury, the Greater Manchester Combined Authority, via 10GM, funded this 3-year community post.

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Financial review

Our total funds at 31 March 2023 stand at £3,163,872 of which £341,111 is unrestricted funds and £2,822,761 is restricted. £653,586 of the restricted funds relates to the book value of The Bolton Hub building.

Reserves policy

The Board of Trustees has examined the charity's need for reserves in light of the main risks to the organisation. The charity needs reserves to protect its current activities, in order to allow the trustees to meet their day-to-day responsibilities and to ensure that it continues to operate on a going concern basis. The trustees consider the minimum level of free reserves needed to achieve this is three to six months' running costs, including salaries.

The level of free reserves at the balance sheet date is as shown below. Including staff costs and other overheads across all our activities it leaves us with further work to do to achieve the target level.

Unrestricted funds at 31 March 2023	£341,111
Less: book value of fixed assets representing unrestricted funds.	£64,781
Less: designated for the development/maintenance of the Bolton Hub and for service development	£30,000
Free reserves at 31 March 2023	£246,330

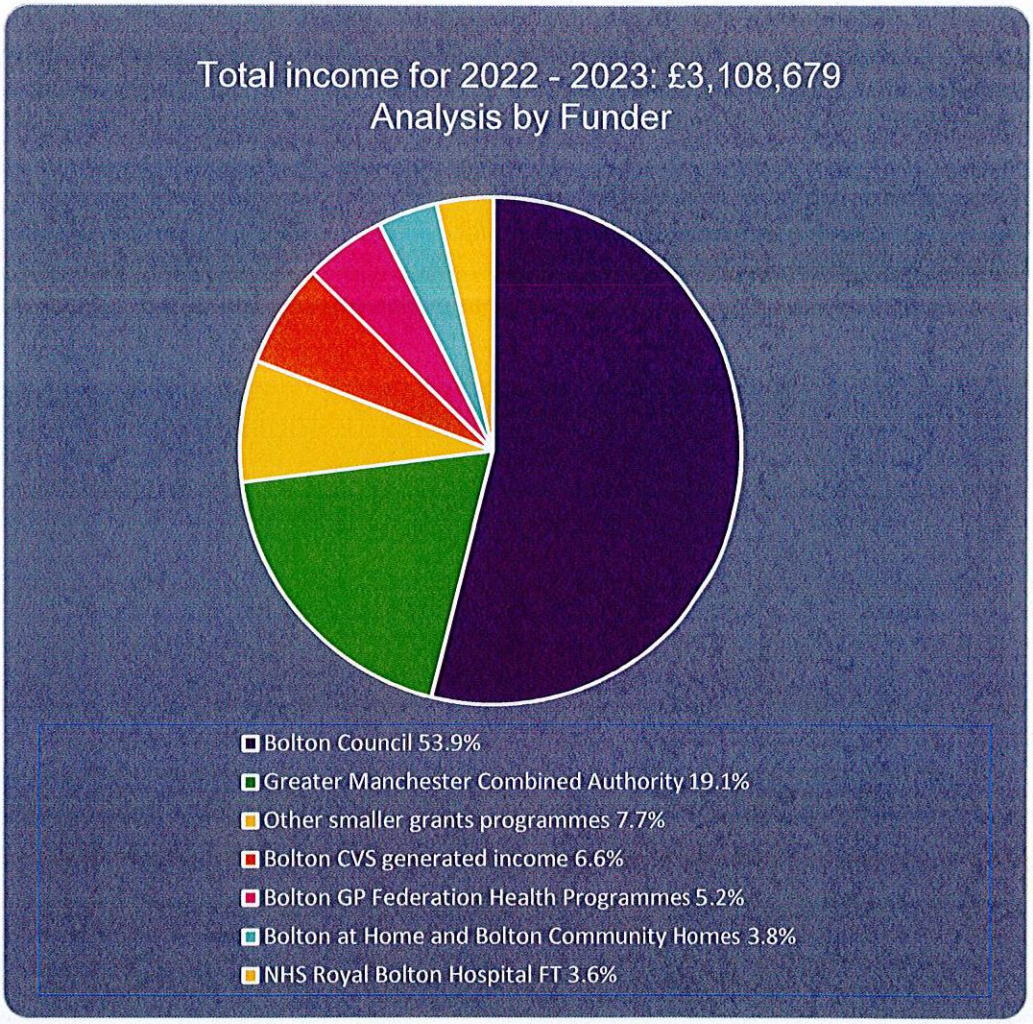
Investment policy

A significant proportion of the charity's funds are to be spent in the short term and a prudent amount has been kept available to maintain a healthy cash flow. We have specific investments held under the Big Bolton Fund which are invested in line with our organisational policy and with approval from the Board of Trustees. Our investments are deemed to be low risk.

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Principal funding sources

Principal funders include Bolton MBC, Greater Manchester Combined Authority, Bolton GP Federation, Bolton NHS FT, Bolton at Home, Greater Manchester Combined Authority and GMCVO. These organisations either directly funded our work or provided investment for Bolton CVS to distribute as grants and community investments during the year. Funds generated by Bolton CVS via rental income from The Bolton Hub and delivery of services also remain important.



Plans for 2023/24

Bolton CVS will continue to strive for excellence in delivering infrastructure support to Bolton's VCSE sector. Areas of further development in 2023/24 include:

Transform our digital profile and accessibility:

- Launch and embed our new business management system and website; ensuring our services are fully accessible.

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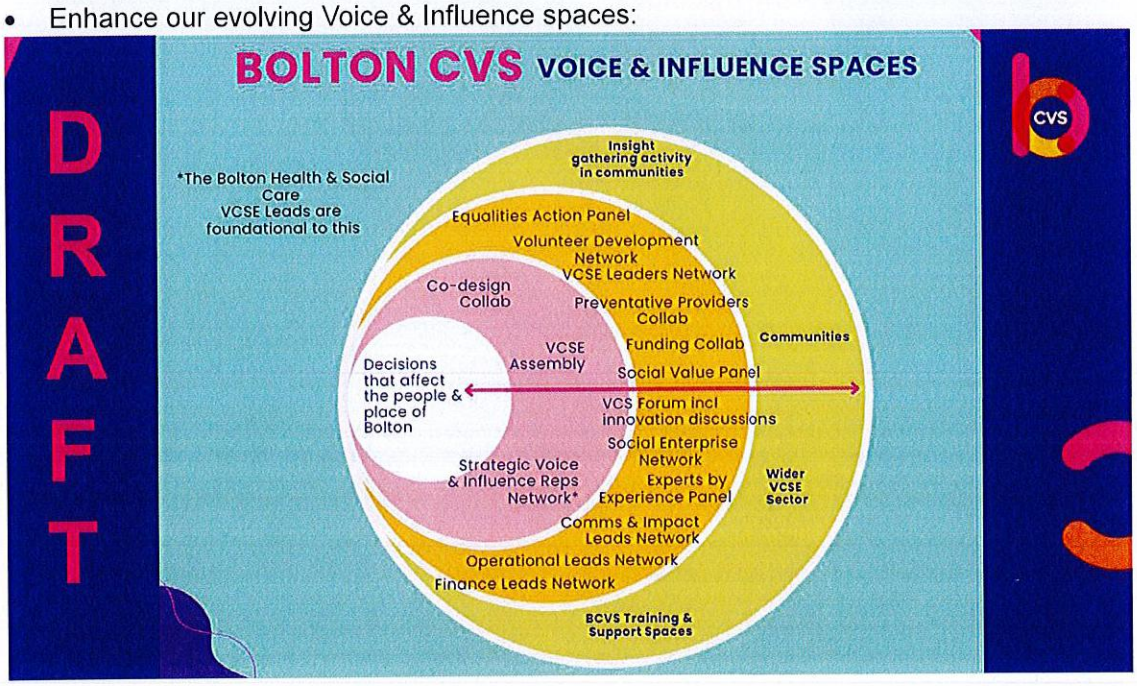
- Work with partners to secure funding for further BRIDGE digital skills development programmes for VCSE sector colleagues.
- Continue to develop engaging ways to showcase and celebrate the impact of the VCSE sector.

Social Impact & Value:

- Develop a framework to measure our social impact within Bolton CVS and upskill our team in order for them to support our VCSE sector colleagues to do the same.
- Articulate and share the story of our social impact and value.
- Explore opportunities for further collaboration between Bolton's VCSE sector and our cross-sector partners; particularly developing further relationships with our private sector colleagues.

Evolving alongside Bolton's VCSE sector:

- Review our membership and development offer.
- Develop our carbon zero strategy and delivery plan.
- Work with the cross-sector Co-design Collab to evolve the way Bolton's Fund invests in the VCSE sector.
- Enhance our evolving Voice & Influence spaces:



'Big Ticket' events in 2023/24 will include:

Q1 Volunteers Week celebration
Q2 Bolton CVS AGM and VCSE Assembly launch
Q3 Local Charities Day celebration
Q4 VCSE Assembly

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Statement of Trustees' Responsibilities

The trustees who held office during the year are set out on page 1. The trustees (who are also directors for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- Observe the methods and principles in the Charities SORP.
- Make judgments and estimates that are reasonable and prudent.
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

Statement of disclosure to auditors

So far as the directors are aware, there is no relevant audit information of which the company's auditors are unaware. Additionally, the directors have taken all the necessary steps that they ought to have taken as directors in order to make themselves aware of all relevant audit information and to establish that the charity's auditors are aware of that information.

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Appointment of auditor

A resolution for the reappointment of Smith & Goulding as auditor for the financial year ending 31 March 2024 will be proposed at the forthcoming Annual General Meeting.

Approval of report

In preparing this report advantage has been taken of the small companies' exemption.
This report was approved by the board and signed on its behalf by:

DocuSigned by:
Phil Mason
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Rev P Mason
Chair

08 September 2023

September 2023

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INDEPENDENT AUDITORS' REPORT
TO THE MEMBERS OF BOLTON COMMUNITY AND VOLUNTARY SERVICES
YEAR ENDED 31 MARCH 2023

Opinion

We have audited the financial statements of Bolton Community and Voluntary Services for the year ended 31 March 2023 which comprise the statement of financial activities, the balance sheet, statement of cash flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is 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).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2023 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of Companies Act 2006.

Basis of opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion based on the work undertaken in the course of our audit:

- the information given in the trustees' report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

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Matters on which we are required to report by exception

In light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees (who are also directors of Bolton Community and Voluntary Services for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities including fraud. Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the charitable company through discussions with trustees and other management, and from our commercial knowledge and experience of the charity sector;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charity, including the Companies Act 2006, taxation legislation and data protection, employment, environmental and health and safety legislation;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

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We assessed the susceptibility of the company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships;
- tested journal entries to identify unusual transactions; and
- assessed whether judgements and assumptions made in determining the accounting estimates were indicative or potential bias.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of meetings of those charged with governance;
- enquiring of management as to actual and potential litigation and claims; and
- reviewing correspondence with relevant regulators and the company's legal advisors.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the directors and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect that those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the members as a body, for our audit work, for this report, or for the opinion we have formed

Sima Warwick

Simon J Worswick FCA, Senior Statutory Auditor
For and on behalf of Smith & Goulding
Chartered Accountants and Statutory Auditors
2 - 4 Southport Road, Chorley, Lancashire PR7 1LD

15 **September 2023**

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BOLTON COMMUNITY AND VOLUNTARY SERVICES

STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 MARCH 2023

	Notes	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £
Income							
Donations and legacies		10	-	10	-	20	20
Charitable activities	2	-	2,903,462	2,903,462	-	3,245,997	3,245,997
Other trading activities	2	193,582	-	193,582	153,914	-	153,914
Investments		-	11,634	11,634	1,892	8,644	10,536
Total income		193,592	2,915,096	3,108,688	155,806	3,254,661	3,410,467
Expenditure							
Raising funds	4	119,278	2,232	121,510	83,114	6,883	89,997
Charitable activities	4	194,992	3,277,248	3,472,240	178,159	1,953,339	2,131,498
Total expenditure		314,270	3,279,480	3,593,750	261,273	1,960,222	2,221,495
Net income/(expenditure) before transfers	3	(120,678)	(364,384)	(485,062)	(105,467)	1,294,439	1,188,972
Transfers	12	201,730	(201,730)	-	151,828	(151,828)	-
Net movements after transfers		81,052	(566,114)	(485,062)	46,361	1,142,611	1,188,972
Funds brought forward		260,059	3,388,875	3,648,394	213,698	2,246,264	2,259,962
Funds carried forward	12	341,111	2,822,761	3,163,872	260,059	3,388,875	3,648,934

This statement also comprises an Income and Expenditure Account. All of the charity's activities are classed as continuing.

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BOLTON COMMUNITY AND VOLUNTARY SERVICES

BALANCE SHEET AS AT 31 MARCH 2023

	Notes	2023 £	2022 £
Fixed assets			
Tangible assets	7	718,608	713,679
Investments	8	280,783	110,783
		999,391	824,462
Current assets			
Debtors	9	288,645	495,373
Cash at bank and in hand		2,619,339	2,512,511
		2,907,984	3,007,884
Creditors: amounts falling due within one year	10	(743,503)	(183,412)
Net current assets		2,164,481	2,824,472
Net assets	11	3,163,872	3,648,934
Funds			
Unrestricted funds	12	341,111	260,059
Restricted funds	12	2,822,761	3,388,875
Total funds		3,163,872	3,648,934

These financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

08 September 2023

The financial statements were approved by the board on September 2023 and signed on its behalf by:

DocuSigned by:
Phil Mason
669C2A327EF8417...

Rev P Mason
Chair

Company registration number: 2615057

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BOLTON COMMUNITY AND VOLUNTARY SERVICES

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2023

	2023 £	2022 £
Reconciliation of net income/(expenditure) to net inflow from operating activities		
Net (expenditure)/income for the year	(485,062)	1,188,972
Adjustments for:		
Depreciation	17,701	16,306
Investment income	(11,634)	(10,536)
Decrease/(increase) in debtors	206,728	(358,437)
Increase/(decrease) in creditors	566,091	5,836
Net cash provided by operating activities	293,824	842,141
Cash inflow/(outflow) from investing activities		
Investment income received	11,634	10,536
Proceeds from realisation of investments held	-	85,000
New investments made	(170,000)	-
Purchase of tangible fixed assets	(22,630)	(1,839)
Loan repayments made	(6,000)	(6,000)
Net cash (used in)/generated from investing activities	(186,996)	87,697
Net increase in cash and cash equivalents in the year	106,828	929,838
Cash and cash equivalents brought forward	2,512,511	1,582,673
Cash and cash equivalents carried forward (see below)	2,619,339	2,512,511
Analysis of cash and cash equivalents		
Cash at bank and in hand	2,028	2,319
Cash in short term deposit accounts	2,617,311	2,510,192
	2,619,339	2,512,511

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1. Accounting policies

Bolton Community and Voluntary Services (Bolton CVS) is a private company limited by guarantee and incorporated in England and Wales. Its registered office is The Hub, Bold Street, Bolton.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006, 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 accounts are prepared in sterling, which is the functional currency of the charity. The accounts have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern basis

At the time of approving the accounts the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The trustees therefore continue to adopt the going concern basis of accounting in preparing the accounts.

1.3 Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives. Designated funds are unrestricted funds which the trustees decide should be set aside for specific projects or purposes.

Restricted funds are subject to specific conditions imposed by donors as to how they may be used. Expenditure which meets these criteria is allocated against the relevant fund.

1.4 Income, including grants

Income is recognised on a receivable basis and is reported gross of related expenditure. Income is recognised when the charity has entitlement to the funds, any performance conditions have been met or are fully within the control of the charity, it is probable that the income will be received and the amount can be measured reliably.

Grants are generally recognised on receipt, or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. Grant income received or invoiced in the period which relates to a performance-related condition fulfilled in a later period is deferred to that later period. A grant that specifies performance conditions is recognised in income when the performance conditions are met.

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

Income from services such as payroll and training is recognised once the service has been provided, whilst income from rent of office space and room hire is recognised in the period to which the rental relates.

Income from other fundraising activities is recognised once the event has taken place and monies have been received. Donations are recognised once the charity has been notified of the gift, unless conditions require the deferral of the amount.

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1.5 **Expenditure**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to that category. 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.

Costs of raising funds comprise the costs of trading and similar activities and the associated support costs of those activities. Such activities include payroll and training services, renting of offices and hire of rooms.

Charitable expenditure comprises those costs directly incurred by the charity in the delivery to beneficiaries of its core activities and services, including grants administration. The support costs associated with delivery of these activities and services is also included.

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

Support costs include those central functions which assist the work of the charity but do not directly undertake charitable activities. They are allocated to the activity cost categories on bases consistent with the use of the resources, as set out in note 3.

1.6 **Transfers between funds**

Transfers between funds arise when expenditure is incurred in one fund which can be funded or part-funded by income of another fund. Transfers may also be made from unrestricted funds to clear excess expenditure over income arising in restricted funds.

1.7 **Pensions**

The company subscribes to a defined contribution scheme covering the majority of its permanent employees. The assets of the scheme are held separately from those of the charity. The pension costs charged in the financial statements represent the contributions payable by the company during the year.

1.8 **Operating leases**

Operating lease rentals are charged to the Statement of Financial Activities as incurred.

1.9 **Tangible fixed assets**

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost of each asset over its estimated useful life, taking into account estimated residual value, as follows:

Freehold building	-	straight line over 100 years
Telephone equipment	-	straight line over 3 years
Furniture, fittings and equipment	-	25% pa on a reducing balance basis
Computer equipment	-	25% pa on a reducing balance basis

1.10 **Investments**

The charity's investments comprise of bank deposits. Income from these investments is recognised when the conditions for receipt of the income are met and there is adequate certainty of receipt (see Note 1.4).

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1.11 **Debtors**

Trade and other debtors are recognised at the settlement amount due.

1.12 **Cash at bank and in hand**

Cash at bank and in hand includes cash and short term highly liquid bank deposits.

1.13 **Creditors**

Creditors are recognised when 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 can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

Deferred income is income which is included in the year in debtors or has been received into the bank, but which relates to a subsequent period, such as a grant relating specifically to a future period. It is recognised in the Statement of Financial Activities of that period.

1.14 **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.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets
Basic financial assets, such debtors and cash and bank balances (including bank deposits held as fixed asset investments), are accounted for as per notes 1.11 and 1.12.

Basic financial liabilities
Basic financial liabilities, which include creditors, are recognised as per note 1.13.

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2. Details of incoming resources

	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
Income relating to charitable activities				
BMBC Chief Executive's Department	-	220,833	220,833	200,000
BMBC Strategic Health Development	-	60,971	60,971	60,791
BMBC Standing Together	-	120,000	120,000	119,000
BMBC Small Grants and other	-	48,666	48,666	135,319
BMBC - Bolton's Community Fund	-	1,225,202	1,225,202	1,892,632
Bolton at Home	-	118,579	118,579	267,396
NHS Bolton CCG	-	-	-	29,405
NHS Bolton Hospital FT	-	112,887	112,887	103,031
Eric Wright small grants programme	-	15,000	15,000	14,147
Greater Manchester Combined Authority	-	593,750	593,750	356,250
GP Federation Health Programmes	-	161,786	161,786	-
Other grants	-	225,788	225,788	68,026
	-	2,903,462	2,903,462	3,245,997
Other trading and income generating activities				
Rents and room hire	147,008	-	147,008	124,339
Training and other income	46,574	-	46,574	29,575
	193,582	-	193,582	153,914

3. Net income for the year

This is stated after charging:

	2023 £	2022 £
Depreciation	17,701	16,306
Auditor's fees (including VAT)	4,500	4,260

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4. Expenditure

	2023	2022
	£	£
Raising funds		
Employment costs	54,941	44,523
Depreciation charges	6,029	5,127
Fundraising resources and other trading costs	8,764	9,086
Insurance, telephone, office costs and IT	13,048	11,479
Premises and utility costs	38,728	19,782
	121,510	89,997
Charitable activities		
Grants payable (note 15)	2,562,064	1,252,205
Employment costs	762,683	771,736
Bank charges, loan interest and similar costs	1,927	797
Depreciation charges	11,672	11,179
Insurance, telephone, office costs and IT	63,195	49,074
Meetings and travel costs	4,657	3,018
Premises and utility costs	13,630	7,980
Publicity and communication	12,652	5,978
Subscriptions, consultancy and professional fees	23,947	20,983
Training costs	14,284	8,392
Other expenditure, including volunteer costs	1,529	156
	3,472,240	2,131,498

Support costs and governance costs

Included above are support costs of £161,258 (2022 £155,181) in respect of salaries, premises costs, IT expenditure and legal and professional fees, amongst other things, which are necessary to underpin the services which Bolton CVS provides. Governance costs of £7,380 (2022 £6,408) are included in the expenditure on charitable activities.

Staff costs and numbers

Staff costs were as follows:	2023	2022
	£	£
Salaries, benefits and secondment	716,772	709,788
Redundancy costs	-	13,797
National insurance costs	55,927	48,757
Employer's pension contributions	44,925	43,917
	817,624	816,259

The average number of employees over the course of the year was 33 (2022: 36), consisting of 29 (2022: 32) service staff and 4 (2022: 4) management and administration staff. No employee received emoluments of more than £60,000. The total of remuneration and benefits applicable to key management personnel, excluding national insurance cost, was £159,418 (2022 £169,545).

5. Pension costs

The charity subscribes to a defined contribution pension scheme in respect of the majority of its permanent employees. The scheme and its assets are held by independent managers. The pension costs shown in note 5 represent contributions due from the company in the year.

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6. Trustees and other related parties

With the exception of the following, the trustees received no remuneration or benefits during the year, nor were any trustees' expenses reimbursed.

The charity's main insurance policy includes an element of trustee indemnity taken out for business purposes and not as a benefit to the trustees.

Due to the nature of the charity's transactions, there are numerous transactions with other charities and organisations with which some of the trustees have an association. These are undertaken on an arm's length basis, which the charity is able to demonstrate.

The Treasurer, Mr D Kay, is a minority shareholder in Beech Business Services Limited, which provided accounting, software subscription and related services to the value of £2,511 plus VAT during the year (2022 £2,170 plus VAT). Nothing was owing to Beech Business Services at year end. These services are provided on an arm's length basis and approved by the Board of Trustees.

7. Tangible fixed assets

	Freehold property £	Computer & telephone equipment £	Furniture, fittings & equipment £	Total £
Cost				
At 1 April 2022	750,000	38,478	52,929	841,407
Additions	-	6,206	16,424	22,630
Disposals	-	-	-	-
At 31 March 2023	750,000	44,684	69,353	864,037
Depreciation				
At 1 April 2022	60,000	31,512	36,216	127,728
Charge for the year	7,500	2,371	7,830	17,701
On disposals	-	-	-	-
At 31 March 2023	67,500	33,883	44,046	145,439
Net book value				
At 31 March 2023	682,500	10,801	25,306	718,608
At 31 March 2022	690,000	6,966	16,713	713,679

8. Investments

Cash investments at cost	**Total £**
At start of year	110,783
Additions	170,000
At end of the year	280,783

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9. Debtors

	2023	2022
	£	£
Trade debtors	203,243	487,746
Prepayments	84,845	7,167
Other taxes and social security	557	460
	288,645	495,373

10. Creditors: amounts falling due within one year

	2023	2022
	£	£
Trade creditors	15,722	11,066
Accruals	667,007	110,495
Deferred income	60,500	41,000
Other creditors	274	14,851
BMBC loan	-	6,000
	743,503	183,412

Deferred income relates to grant income received for specific expenditure which partly, or wholly, takes place in a later period. The amount deferred at year end equates to the portion still to be spent at that point.

11. Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total
At 31 March 2023:	£	£	£
Tangible fixed assets	64,781	653,827	718,608
Investments	103,000	177,783	280,783
Net current assets	173,330	1,991,151	2,164,481
	341,111	2,822,761	3,163,872
At 31 March 2022:			
Tangible fixed assets	52,802	660,877	713,679
Investments	-	110,783	110,783
Net current assets	207,257	2,617,215	2,824,472
	260,059	3,388,875	3,648,934

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12. Movements in funds

	Balance at 31.03.21	2021/22 Income	2021/22 Expenditure	2021/22 Transfers	Balance at 31.03.22	2022/23 Income	2022/23 Expenditure	2022/23 Transfers	Balance at 31.03.23
Restricted funds	£	£	£	£	£	£	£	£	£
BMBC VC infrastructure support	62	200,000	(200,062)	-	-	220,833	(220,833)	-	-
Strategic Health Development	27,619	143,117	(106,734)	(1,500)	62,502	103,174	(126,811)	(10,700)	28,165
BMBC Small Grants	10,970	(2,054)	-	-	8,916	-	-	(3,916)	5,000
Big Bolton Fund Small Grants	2,198	8,654	-	-	10,852	11,634	-	-	22,486
Big Bolton Fund Investment	194,052	-	-	-	194,052	-	-	-	194,052
National Lottery - Unlocking Wellbeing	-	-	-	-	-	56,647	(37,233)	(3,236)	16,178
10GM – UKSPF Voice and Influence	-	-	-	-	-	24,061	-	(24,061)	-
Grants for Other Groups	47,692	113,162	(66,949)	(12,230)	81,675	214,183	(210,781)	(28,197)	56,880
Bolton at Home Peer Navigators	213,926	115,396	(152,203)	(14,333)	162,786	24,092	(130,958)	(10,417)	45,503
Bolton at Home Community Investments	30,843	187,000	(30,554)	(1,625)	185,664	56,687	(82,881)	(14,017)	145,453
Bolton's Fund Community Investment	321,000	1,913,469	(969,452)	(50,017)	1,215,000	1,228,702	(1,795,729)	(59,925)	588,048
BMBC Home for Ukraine Vol. Development	-	-	-	-	-	63,666	(21,002)	(4,516)	38,148
The Hub Building Fund	668,378	-	(7,292)	-	661,086	-	(7,264)	-	653,822
Ambition for Ageing	19,182	-	(10,777)	-	8,405	-	-	(8,405)	-
NHS Bolton CCG – Thrive/CYP MH	85,409	-	(55,912)	(6,720)	22,777	-	(16,090)	(6,687)	-
Transformation Fund: CANS/CIP/Co-design	125,842	-	-	-	125,842	-	-	-	125,842
NHS Bolton CCG – VCSE Commissioning	33,352	4,400	(27,084)	(2,219)	8,449	-	(2,401)	(6,048)	-
BMBC Standing Together programme	63,157	101,000	(38,646)	(11,500)	114,011	120,000	(198,769)	4,375	39,617
NHS Bolton Foundation Trust	8,013	54,031	(32,177)	(26,832)	3,035	63,887	(17,899)	(4,560)	44,463
GM Combined Authority VRU	377,189	356,250	(205,948)	(18,750)	508,741	608,750	(353,379)	(11,750)	752,362
GMCVO	-	-	-	-	-	78,316	(18,513)	(2,170)	57,633
Other grants	17,380	60,236	(56,432)	(6,102)	15,082	40,464	(38,936)	(7,500)	9,110
	2,246,264	3,254,661	(1,960,222)	(151,828)	3,388,875	2,915,096	(3,279,479)	(201,730)	2,822,762
Unrestricted funds									
General Fund	213,698	155,806	(261,273)	151,828	260,059	193,592	(314,271)	201,730	341,110
Total funds	2,459,962	3,410,467	(2,221,495)	-	3,648,934	3,108,688	(3,593,750)	-	3,163,872

Transfers between funds generally represent charges made for the management of a particular fund in line with the conditions of the funding provided.

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13. Information about restricted funds

BMBC VC Infrastructure Support is a VCSE contract secured with BMBC 2019. It is focused on providing tailored development support to VSCE sector groups and organisations and delivering Bolton's volunteering support offer.

Strategic Health Development: funding is provided through Bolton Council (Public Health) in order to promote communication and develop stronger partnership working between the voluntary and community sector in Bolton and other statutory health and social care partners.

BBF Small Grants and Bolton's Fund Community Investments are funds which primarily come from Bolton Council's Chief Executive's Department and are managed by Bolton CVS to award as community grants with Bolton.

which Bolton CVS manages on behalf of others to award as community grants within Bolton. Big Bolton Fund Investment: income donated to Bolton CVS to invest in order to produce revenue to award as grants and investment in Bolton.

Big Bolton Fund Small Grants: the income generated from the Big Bolton Fund Investment account which is awarded as grants in Bolton.

The Hub Building Fund represents assets originally acquired by Bolton Trinity Centre via grants from Big Lottery, Neighbourhood Renewal Fund, NLDC, ERDF and The Sir James and Lady Scott Trust. The assets were transferred to Bolton CVS when Bolton Trinity Centre was dissolved some years ago. The fund balance is reduced each year by the depreciation charged on the tangible fixed assets concerned.

Ambition for Ageing: this programme is funded by a grant received from The Big Lottery and money from GMCVO. It represents an approach to social isolation that places older people at its centre, ensuring their contribution to civic, cultural and economic life is maximised and fully recognised across the Borough.

NHS Bolton CCG provides funding for Thrive, which is an alliance approach to improving access to early intervention and preventative support for the children and young people's mental health service, and for an 18-month apprenticeship pilot funded through Greater Manchester Health and Social Care Partnership's Transformation Fund, testing a VCSE sector-led place-based health and care focused apprenticeships model.

Bolton at Home provides funding to undertake a range of projects, including building knowledge and awareness of social value, increasing access to volunteering and distributing their Community Investments Grant Programme and Tonge Big Local Investments Programme.

Transformation Fund income funded predominantly the distribution of the Health and Wellbeing Community Investments and the Community Asset Navigator Programme.

NHS Bolton Foundation Trust funding is for a project to increase the Foundation Trust's connectivity with Bolton's VCSE sector. It invests in capacity to deliver specific projects and coordinate co-design and communication between the Trust and the VCSE sector.

GM Combined Authority Violence Reduction Unit funding is to deliver a project on behalf of 10GM, developing community-led approaches in six different locations across Greater Manchester.

Other funds include a three year Engagement Officer post, which was funded by Bolton and South Lancashire Community Rail Partnership and a one off donation from Bolton Literacy some time ago to help promote literacy, numeracy and ICT skills, as well as other smaller pieces of funding for various purposes.

National Lottery Unlocking Wellbeing funding is to help develop partnerships between the VCSE sector, NHS and local authorities to improve health and wellbeing and reduce inequalities and empower communities. The programme aims to improve the lives of carers aged 18 or over who live or care for someone living in Bolton. The lead partner on the programme is Bolton Carers Support.

10GM UKSPF is a grant from the UK Social Prosperity Fund via 10GMto build VCSE infrastructure capacity within Bolton, identifying gaps and sharing good practice with other 10GM members.

GMCVO provided a grant to fund the Bolton Local Access Partnership (LAP) which will provide a range of interventions including events, skills training and local co-ordination roles. With the aim of building a strong & sustainable local support system to underpin enterprise growth and resilience for charities and social enterprises.

14. Controlling interests

No controlling party has been identified.

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15. Grants payable

Recipients of £1,500 or more:	
Bolton Wanderers in the Community	£62,307
Urban Outreach	£50,000
Bolton Lads and Girls Club	£42,240
Bolton at Home	£28,650
Bolton Guild of Help	£25,000
Reach Family Project	£25,000
WAVE Adventure	£25,000
AGE UK Bolton	£24,678
The Wildlife Trust	£24,500
Headspace Bolton	£24,139
Crescent Food Bank	£23,775
Fortalice	£22,745
Henshaws Society for Blind People	£21,994
Bolton Wanderers in the Community	£21,980
Fatima Women's Association	£21,750
Bury Defence Academy	£21,487
Sapphire Partnership	£21,252
Senior Solutions	£20,750
Blackrod Sports and Community Centre	£20,515
Hideaway Youth Project	£20,427
Baby Basics	£20,000
Bolton Guild of Help	£20,000
Urban Outreach	£20,000
Bolton Solidarity Comm Assoc	£19,831
Recreate-U CIC	£19,565
Bolton Dementia Support Group	£19,457
Bolton Wanderers in the Community	£18,437
1Message	£18,000
Bolton Solidarity Comm Assoc	£17,983
Little Bats Learning	£17,432
Bolton Community Furniture Store	£17,364
Baby Basics	£16,853
Paws for Kids	£16,382
Rio Ferdinand Foundation	£16,312
Odd Arts	£16,000
84 Youth	£15,404
Backup North West	£15,000
Be the Change Youth Project	£15,000
Bolton Carers Support	£15,000
Bolton Deaf Society (1)	£15,000
Bolton Lads and Girls Club	£15,000
Bolton Wanderers in the Community	£15,000
Breaking Barriers	£15,000
Fatima Women's Association	£15,000
Forest Frontiers CIC	£15,000
Ghazali Trust	£15,000
Greenhill CSRC	£15,000
Rock It! Collective CIC	£15,000
Third Space	£15,000
WAVE Adventure	£15,000

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Fortalice	£14,998
Henshaws Society for Blind People	£14,988
Fortalice	£14,914
Bolton Guild of Help	£14,790
Age UK Bolton	£14,779
Youth Lead (Xplode) (2)	£14,700
DICE	£14,500
MhIST	£14,496
Create Bolton	£14,477
Kaalmo Welfare Trust	£14,432
WAVE Adventure	£14,200
Breakdown Bolton	£13,890
New Bury Boxing Club	£13,844
Friends of Greenfold	£13,700
Bolton Toy Library	£13,500
Lancashire Cricket Club	£13,000
Bolton Lads and Girls Club	£12,926
1Message	£12,720
Westhoughton Vision	£12,500
Bolton Toy Library	£12,000
Bolton Dementia Support Group	£11,936
Gateway Support Group	£11,936
Senior Solutions	£11,936
Christian Community Cohesion	£11,846
The Flowhesion Foundation	£11,670
Bolton Carers Support	£11,507
Blackrod Sports and Community Centre	£11,500
Elite Community Hub	£11,458
Forest Frontiers CIC	£11,000
Harmony Youth	£11,000
Women's Chai Project	£10,920
Fortalice	£10,320
Be the Change Youth Project	£10,000
Be the Change Youth Project	£10,000
Believe Achieve CIC	£10,000
Believe Achieve CIC	£10,000
Benefit Mankind	£10,000
Benefit Mankind	£10,000
Bolton Contemporary CIC	£10,000
Bolton Council of Mosques	£10,000
Bolton Deaf Society (1)	£10,000
Bolton Lads and Girls Club	£10,000
Bolton Manbassadors	£10,000
Bolton United Community Group	£10,000
Breightmet Community Group	£10,000
Elite Community Hub	£10,000
Elite Community Hub	£10,000
FC Quebec Park Rangers	£10,000
Kaalmo Welfare Trust	£10,000
The Flowhesion Foundation	£10,000
Headspace Bolton	£9,933
Stand Up Sisters	£9,933
Step Together Ex Offender Project	£9,928
Paws for Kids	£9,820

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Rock It! Collective CIC	£9,810
U3A	£9,794
Fortalice	£9,783
Bolton Wanderers in the Community	£9,625
The Octagon Theatre	£9,625
Transforming Lives Group	£9,606
Willows Action Group	£9,578
Bolton Lads and Girls Club	£9,573
Saeed Institute	£9,543
The Flowhesion Foundation	£9,460
Krimmz Girls Youth Group	£9,350
Bolton Solidarity Comm Assoc	£9,250
Think Cre8tive CIC	£9,150
Starts with You	£9,044
Gateway Support Group	£9,000
Live From Worktown	£8,870
Breastfeeding Together	£8,779
Early Break	£8,664
Bolton Hindu Forum	£8,548
1point (North West) Limited	£8,542
Age UK Bolton	£8,542
Asian Elders Resource Centre (2)	£8,542
Beacon Bolton Counselling Service	£8,542
Bolton at Home	£8,542
Bolton Carers Support	£8,542
Bolton Deaf Society (1)	£8,542
Citizens Advice Bureau Bury and Bolton	£8,542
MhIST	£8,542
Paws for Kids	£8,542
Sapphire Partnership	£8,542
Transforming Lives Group	£8,542
Urban Outreach	£8,542
Westhoughton Active Volunteer Enterprise	£8,267
WAVE Adventure	£7,800
Age UK Bolton	£7,694
Bolton Carers Support	£7,694
Bolton Hospice	£7,694
Urban Outreach	£7,694
Crescent Food Bank	£7,500
Kaalmo Welfare Trust	£7,500
Farnworth Baptist	£7,150
Bolton Carers Support	£6,900
The Flowhesion Foundation	£6,720
Krimmz Girls Youth Group	£6,650
HAFWAY	£6,469
Red Lane Growing Project	£6,285
Greenhill CSRC	£6,214
Bolton Town Centre Chaplaincy	£6,000
Hoot Credit Union	£6,000
Grace Church	£5,768
Stand Up Sisters	£5,759
39th Bolton Mount Scouts	£5,100
39th Bolton Mount Scouts	£5,000
8th Bolton East Scouts	£5,000

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Bolton Deane & Derby Cricket & Social Club	£5,000
Breightmet Community Group	£5,000
FC Quebec Park Rangers	£5,000
Friends of Bolton Science and Technology Centre	£5,000
Good Companions	£5,000
Hive Artists CIC	£5,000
Horwich Foodshare	£5,000
Keep Walking and Smiling Daisy Hill Project	£5,000
Kings Community	£5,000
MNI Youth Club	£5,000
Pride Bolton Ltd	£5,000
Reach Family Project	£5,000
Reach North West	£5,000
Sri Lankan Bolton Community UK	£5,000
St Cuthberts RC Parish	£5,000
Star Outreach Project	£5,000
Tales To Inspire CIC	£5,000
Tales To Inspire CIC	£5,000
Talk Changes	£5,000
The Bereavement Cafe	£5,000
Tonge Park Veterans Club	£5,000
Willow Hey Community	£5,000
Willows Action Group	£5,000
Think Cre8tive CIC	£4,980
Krimmz Girls Youth Group	£4,975
Bolton Smart Enterprise CIC	£4,970
Bolton Pulmonary Fibrosis Support Group	£4,958
The Sunnyside Club	£4,950
Sapphire Partnership	£4,900
Lancashire Cricket Club	£4,875
Response	£4,860
Westhoughton Community Vision - The Hub	£4,856
Odyssey9 Academy CIC	£4,824
Aspire Community Action Group	£4,820
Harmony Youth	£4,808
Aspire Community Action Group	£4,800
Bangladesh Welfare Association and Community Centre	£4,800
Inspire & Achieve	£4,800
High Hopes for Halliwell Being	£4,756
Play Sportz	£4,750
Great Lever Connected (GREATLEV)	£4,710
Kidz2gether	£4,700
Seven Acres Men In Sheds	£4,600
Red Folio	£4,599
Breightmet Community Group	£4,447
Ajays Morris Dance	£4,300
Bolton Pulmonary Fibrosis Support Group	£4,277
Khidma Group	£4,110
Bolton Wanderers in the Community	£4,041
Sapphire Partnership	£4,000
The Flowhesion Foundation	£4,000
Westhoughton Assist Service	£4,000
Bolton Council of Mosques	£3,999
City of Sanctuary Bolton	£3,950

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Stars and Stitches	£3,925
Friends of Hazel Wood	£3,700
St Chads Church	£3,650
Bolton Suhana Safar	£3,600
High Hopes for Halliwell Being	£3,600
Age UK Bolton	£3,056
Bolton Carers Support	£3,056
Bolton Hospice	£3,056
Urban Outreach	£3,056
Moss Bank Bowling and Social Club	£3,000
Westhoughton Community Vision - The Hub	£3,000
Forest Frontiers CIC	£2,954
Aspire Community Action Group	£2,870
Forest Frontiers CIC	£2,735
Be the Change Youth Project	£2,686
Elite Community Hub	£2,674
Bolton Carers Support	£2,660
Believe Achieve CIC	£2,570
Bolton Aphasia Self Help	£2,560
Believe Achieve CIC	£2,500
Bolton Lads and Girls Club	£2,500
Art for You CIC	£2,490
St Chads Church	£2,485
Bolton Council of Mosques	£2,468
Live From Worktown	£2,456
Harmony Youth	£2,430
Halliwell Befriending Service (HALLIWEL)	£2,400
Age UK Bolton	£2,250
Bolton Carers Support	£2,250
Bolton Hospice	£2,250
Harmony Youth	£2,250
Urban Outreach	£2,250
Westhoughton Community Vision - The Hub	£2,250
Blackrod Sports and Community Centre	£2,230
Be the Change Youth Project	£2,186
Great Lever and Farnworth Voice	£2,134
Bolton Interfaith Council	£2,116
Believe Achieve CIC	£2,080
Bolton Carers Support	£2,000
Changing Life Directions	£2,000
On The Go Theatre Company	£2,000
Queens Park Bowls	£1,850
St Cuthberts RC Parish	£1,713
BAND	£1,643
Haulgh Hub	£1,567
Bolton Community Cricket League	£1,500
Total for recipients of £1,500 or more	£2,492,227
Total for recipients of under £1,500 (248 grants)	£83,519
Total returned grants (4 grants)	(£13,682)
Total value of grants awarded	£2,562,064

BOLTON COMMUNITY AND VOLUNTARY SERVICES

England & Wales - Charity number 1003123

Accounts

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Bolton Community and Voluntary Services

Annual report and financial statements Year ended 31 March 2022

Company number: **2615057**
Charity number: **1003123**

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BOLTON COMMUNITY AND VOLUNTARY SERVICES

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BOLTON COMMUNITY AND VOLUNTARY SERVICES

LEGAL AND ADMINISTRATIVE DETAIL

Trustees/Directors	Mrs S Hilton Mr I Ismail Mr D A Kay (Treasurer) Ms G E Kay Mr B Lyon Mrs J Maher (Vice Chair) Rev P Mason (Chair) Ms F Noden Mr V C Patel Mrs V L Ramsden Mr M Smith
Bolton Council Nominated Representative to the Board of Trustees	Councillor A Taylor-Burke
Company Secretary and Chief Officer	Ms D Yates-Obé
Registered Office	The Bolton Hub Bold Street Bolton BL1 1LS
Auditor	Smith & Goulding Limited 2 Southport Road Chorley Lancashire PR7 1LB
Bankers	Royal Bank of Scotland plc 46-48 Deansgate Bolton BL1 1BH

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The trustees present their annual report and the audited financial statements of the charity for the year ended 31 March 2022.

Governing document

Bolton Community and Voluntary Services (the organisation) is a charitable company limited by guarantee, incorporated on 24 May 1991 and registered as a charity on 7 June 1991. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. The Articles of Association were updated by Special Resolution on 23 September 2021. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.

Charitable objects

Bolton Community and Voluntary Services (CVS) is a charitable company which exists to support voluntary and community organisations and promote voluntary action. The objects as stated in our Articles of Association are:

To promote any charitable purposes for the benefit of the public, principally but not exclusively in the Metropolitan Borough of Bolton (hereinafter called the "area of benefit") and, in particular, but not exclusively, to build the capacity of voluntary and community sector organisations and provide them with the necessary support, information and services to enable them to pursue or contribute to any charitable purpose; provided that in pursuing the Objects, the Charity shall pay due regard to the needs of minority or disadvantaged groups including ethnic minorities, and the promotion of community cohesion; To promote, organise and facilitate co-operation and partnership working between voluntary and community sector, statutory and other relevant bodies in the achievement of the above purposes within the area of benefit.

Public benefit

Each year our trustees review our priorities and activities to ensure they continue to reflect our aims. In carrying out this review, the trustees have considered the Charity Commission's general guidance on public benefit.

Membership

Bolton CVS's membership is crucial to our work. Membership is open to all VCSE sector organisations operating across the Borough of Bolton that fall within our criteria. The voice of the VCSE sector in Bolton is amplified, heard and has influence through the critical mass and mixture of expert providers of all sizes that includes community networks, community champions, campaigners, social movements, organisations, social entrepreneurs, groups, charities and other organisations that exist with the primary purpose of doing good and building stronger communities.

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Mission, Vision & Values

Bolton CVS's mission is succinctly and comprehensively outlined as '***working together to develop a diverse, strong and effective voluntary and community sector in Bolton***'. Our mission guides our work in order to achieve our bold and ambitious vision of '***a sufficiently resourced and sustainable voluntary and community sector which successfully meets the diverse and changing needs of the people of Bolton***'.

The values that underpin our work are:

Fairness Our value of 'Fairness' is about being inclusive through celebrating diversity, promoting equality and accessibility in our work. We blend this with a commitment to working in partnership, supporting others and sharing our thoughts to stimulate and enable change.

Friendliness Our value of 'Friendliness' is about being open and transparent and this highlights our organisation's ability to look at the bigger picture, open the door to others, share our information, our skills, our experience and resources to strengthen communities in Bolton.

Flexibility Our value of 'flexibility' is about our ability to reflect, review and respond based on feedback, evaluation and influence. As an organisation we will adapt to change with the confidence and organisational structure to maintain stability for ourselves and the sector in Bolton.

Bolton Community and Voluntary Services (the organisation) is a charitable company limited by guarantee (*Company No. 2615057*), incorporated on 24 May 1991 and registered as a charity (*Charity No. 1003123*) on 7 June 1991. Bolton CVS is a membership organisation with **608** members (31st March 2022) actively delivering programmes and activities in Bolton. We present our Annual Trustees Report and Accounts to the membership every year at our Annual General Meeting for adoption, as well as updating on our progress, performance and collective achievements. All organisational activity is aligned to the charitable objects as stated on the previous page.

Our People

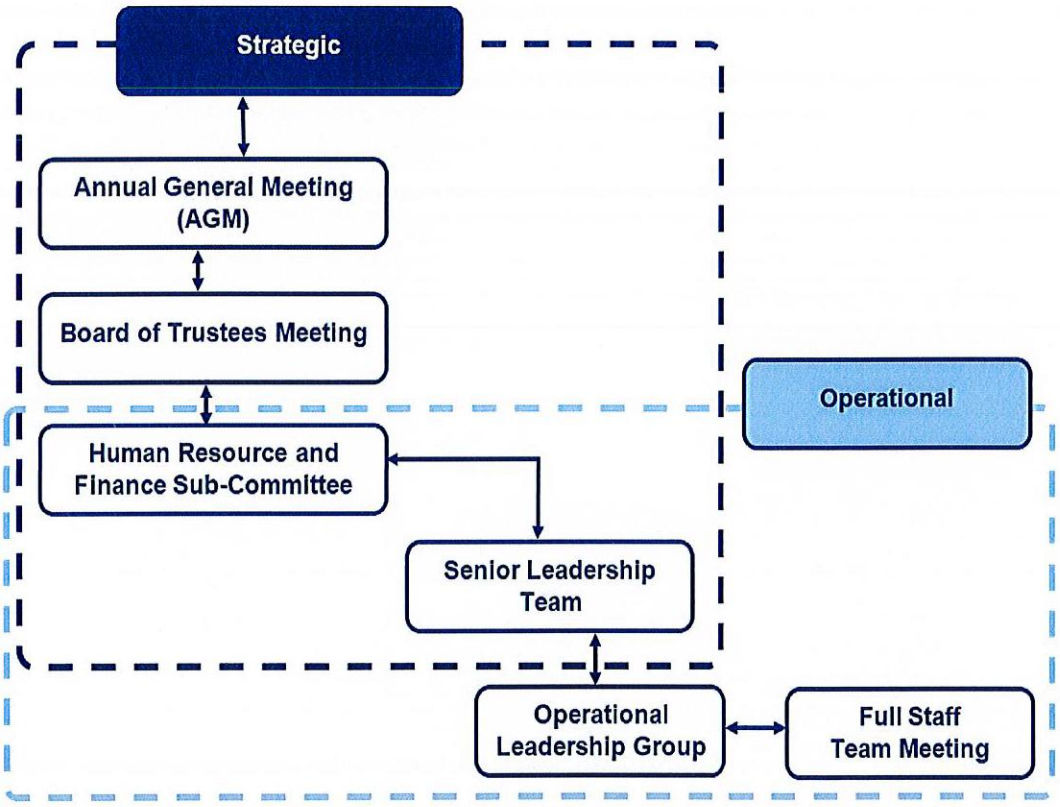
At 31st March 2022, Bolton CVS had **37** members of staff

The Senior Leadership Team is made up of the: Chief Executive; Deputy Chief Executive, Head of Services and Head of Finance.
Bolton CVS has an active team of volunteers, supporting our work across a number of programmes includes grants delivery. There are **12** Trustees who donate their time to provide strategic leadership for the organisation and assess financial and operational performance. There is **1** 'nominated representative', a Councillor appointed by the Leader of Bolton Council at the beginning of each municipal calendar term.

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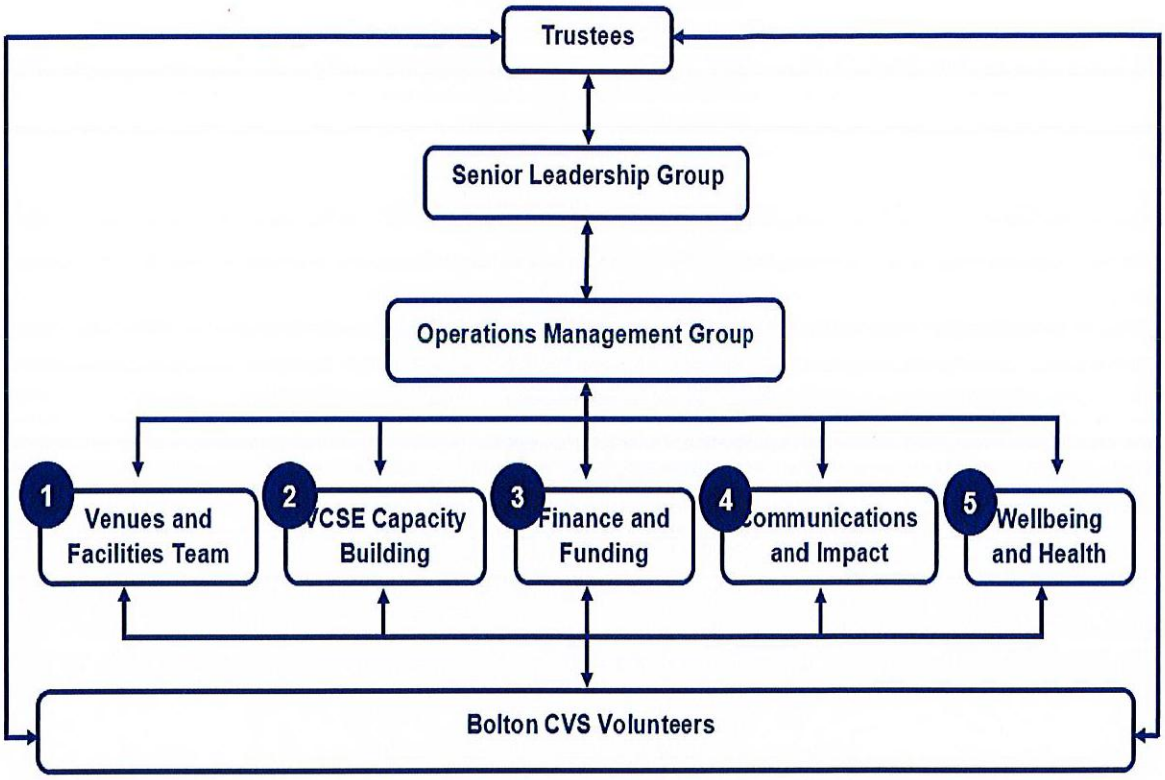
Accountability & Governance Structure

The following diagram summarises our accountability and governance structure, outlining strategic and operational accountability and meetings:



The ethos at Bolton CVS is building one team through our 'One Bolton CVS' commitment. To enable the effective delivery of services across the organisation, the whole team is organised into five core teams (as indicated below) for line management, coaching responsibilities and performance reporting. The diagram below on the next page outlines the teams' structure and decision-making structure for the organisation.

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Recruitment and appointment of trustees

Member organisations of Bolton CVS can nominate representatives to the Bolton CVS Board of Trustees and the opportunity to recruit Trustees begins ahead of the Annual General Meeting. If there are more candidates than vacancies on the Board, an election is held at the Annual General Meeting.

Bolton Council nominates one of its elected members (councillors) to serve as a representative on its behalf. To ensure that the Board of Trustees is representative of the full range of voluntary and community organisations in the Borough and bring the necessary skills to the Board to achieve our objectives, the Board of Trustees has the right to co-opt up to four representatives for a one-year term.

Trustee terms, induction and board development

Terms:
The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Board of Trustees. Under the requirements of the Memorandum and Articles of Association, one third of the members of the Board of Trustees shall retire annually and remain eligible for re-election. The Honorary Treasurer is nominated by the Board of Trustees and appointed by the members of Bolton CVS as an ex officio member of the Board of Trustees.

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All trustees give of their time freely and no trustee remuneration was paid in the year. Details of trustee "out of pocket" expenses are disclosed in the accounts. Trustees are required to disclose all relevant interests and register them with the Company Secretary and, in accordance with the Bolton CVS policy, withdraw from decisions where a conflict of interest may arise.

Induction:
All new trustees that are appointed are invited to either a group or one-to-one induction session which provides an overview of the work of Bolton CVS and its projects, with an opportunity to meet the staff team. In addition to induction, new trustees are given a pack containing:

- The main documents which set out the operational framework for the charity including the Memorandum and Articles of Association ~ Charity Commission publications (e.g. Roles and Responsibilities of Trustees).
- A copy of the latest annual report and accounts.
- A copy of the organisational budget and future projections.
- Details of current and future plans and Operational Activity Plan.

Board development:
Trustees also invited to take part in training and development sessions throughout the year. There are regular strategic planning sessions, and all Trustees are invited to attend training through Bolton CVS's Stronger Together training programme that will support their personal and professional development.

Risk management

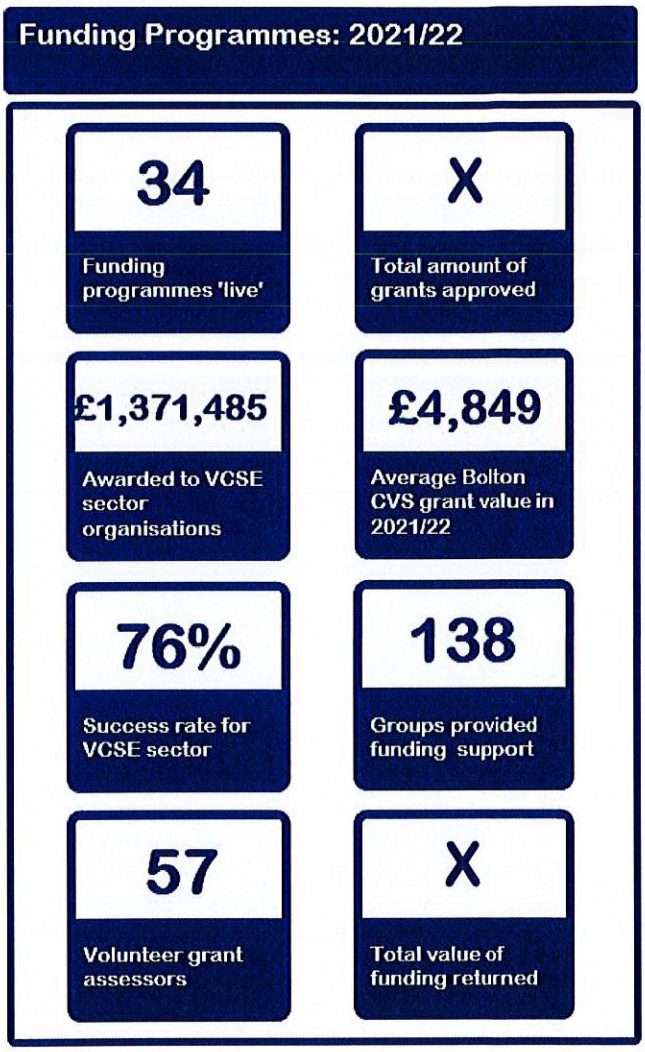
The charity regularly conducts reviews of the current and emerging risks to which it is exposed. A cycle of financial projections, scenario modelling and service reviews supports our organisational approach to risk, which also includes regular structural and safety reviews for our building offer. A comprehensive risk register is maintained and a summary of the significant risks is reviewed at each meeting of the Board of Trustees to escalate and to seek strategic input into developing the organisations systems or procedures in order to mitigate the risks the charity faces. A financial plan has been developed to mitigate the loss of external funding for some of the charity's activities and this plan is reviewed regularly, along with future financial forecasts. Internal control risks are minimised by the implementation of procedures laid down in the financial controls policy. Procedures are in place to ensure compliance with health and safety regulations within the premises occupied by the charity (the Bolton Hub) and where staff work remotely. All risk processes and procedures are annually reviewed to ensure they continue to meet the needs of the charity.

Key Areas of Work

The work and activity of Bolton CVS is distributed across five operational teams with the following areas of focus:

Team:	Responsible for:
Venue and Facilities	➔ Ensuring the smooth day-to-day (and evening) running of the **venue and facilities offer**. ➔ Maintaining a **clean, safe and accessible place** for the whole Bolton CVS team, tenants and visitors. ➔ Day to day **cleaning and maintenance repairs**, within and around the building. ➔ **Increasing access and use** of The Hub by community focussed organisations. ➔ Ensuring the smooth running of all **I.T. and communication systems** and being the point for escalation.
Finance and Funding	➔ Processing all **income and expenditure transactions** for Bolton CVS ➔ Processing **payroll** and pension for Bolton CVS. ➔ Producing quarterly **management accounts**, finance reports and year-end finance reports. ➔ Ensuring the smooth and effective delivery of all **grants and community investment programmes**. ➔ Reporting on the **reach and impact of community investment and grants programmes**.
Strategic Wellbeing and Health	➔ Supporting the delivery of our funded **engagement programmes**. ➔ Strengthening the **relationships with health and care partners** in the public sector. ➔ Delivering a **strategic Wellbeing and Health development** programme. ➔ Responding to **consultations and policy development** and building the **VCSE sector evidence base**. ➔ Ensuring strong **connectivity with the VCSE** sector across all wellbeing and health programmes.
VCSE Capacity Building	➔ Delivering **Bolton's VCSE Local Infrastructure Support** offer, with a focus on impact and social value. ➔ Effective start-to-end **support for volunteers** and volunteer involving organisations. ➔ Increasing awareness of safeguarding and governance across VCSE sector organisations. ➔ Delivering the Bolton CVS **events calendar** and increasing our **engagement** in communities. ➔ Ensuring consistency and clarity across all Bolton CVS **communication outputs** (internal and external).
Communications and Impact	➔ **Promoting and profiling** the work and impact of Bolton CVS, its members and wider VCSE sector ➔ **Delivering training and support** to help the VCSE effectively demonstrate their impact and promote their services ➔ **Leading on digital engagement**, ensuring Bolton CVS has a strong and positive presence online as well as coordinating purposeful in person events ➔ Ensuring Bolton CVS internal and external stakeholder communications, written, visual or otherwise, **remain relevant and bring added value** to our wider offer.

Key achievements in the year



£1,250,000 worth of grants was administered in 2021/22, providing funding for some 250 groups.

The 6 priorities of Bolton's Fund were:

1. Children getting the best start in life.
2. Promoting healthy lifestyles and preventing ill health.
3. Empowering everyone in Bolton to reach their potential and take control of their lives.
4. Fair employment and good work for all.
5. Protecting and improving our environment to ensure a healthy standard of living for all.
6. Developing stronger cohesive, more confident healthy and sustainable places and communities.

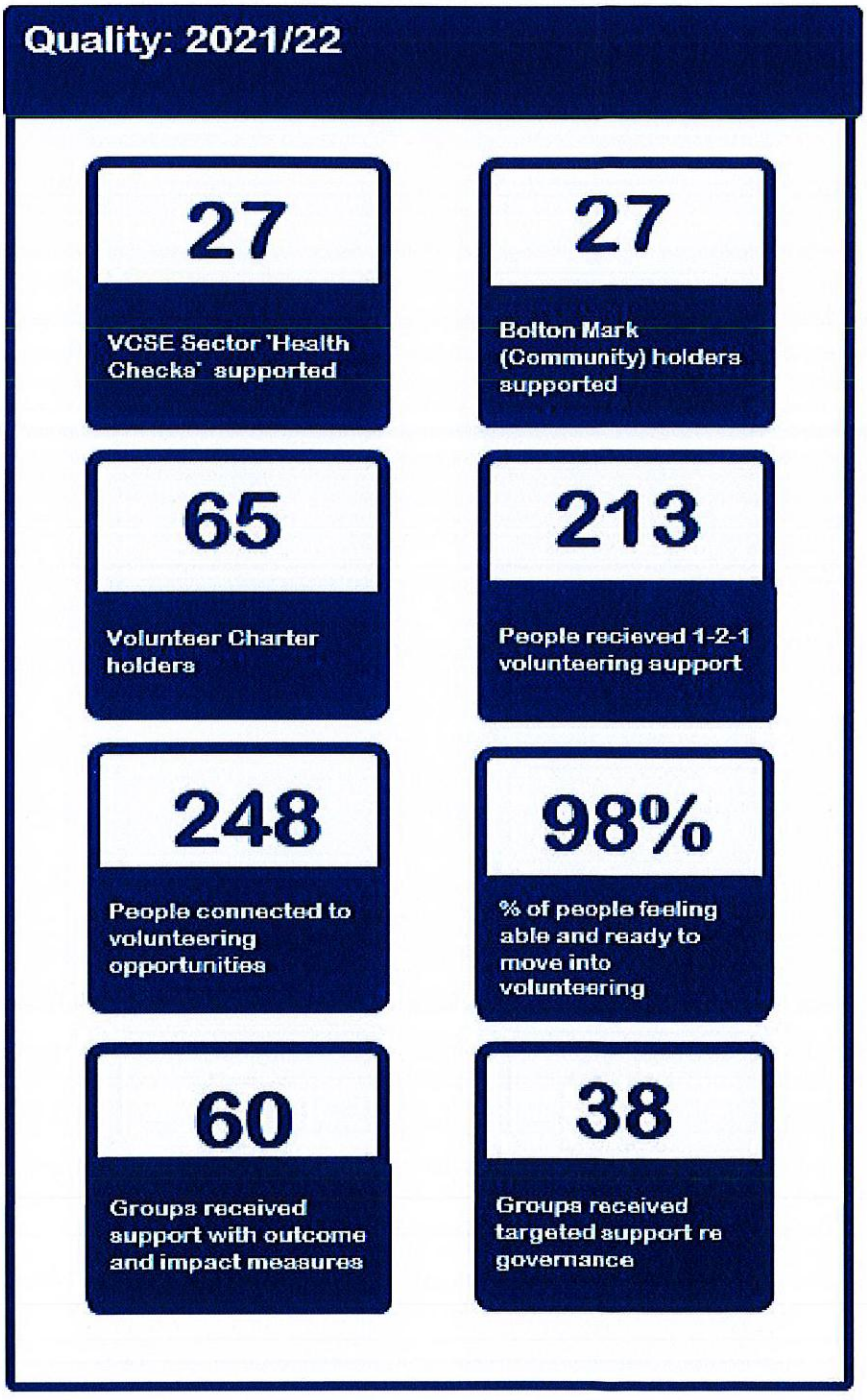
Each funding round usually concentrates on one of these fund priorities.

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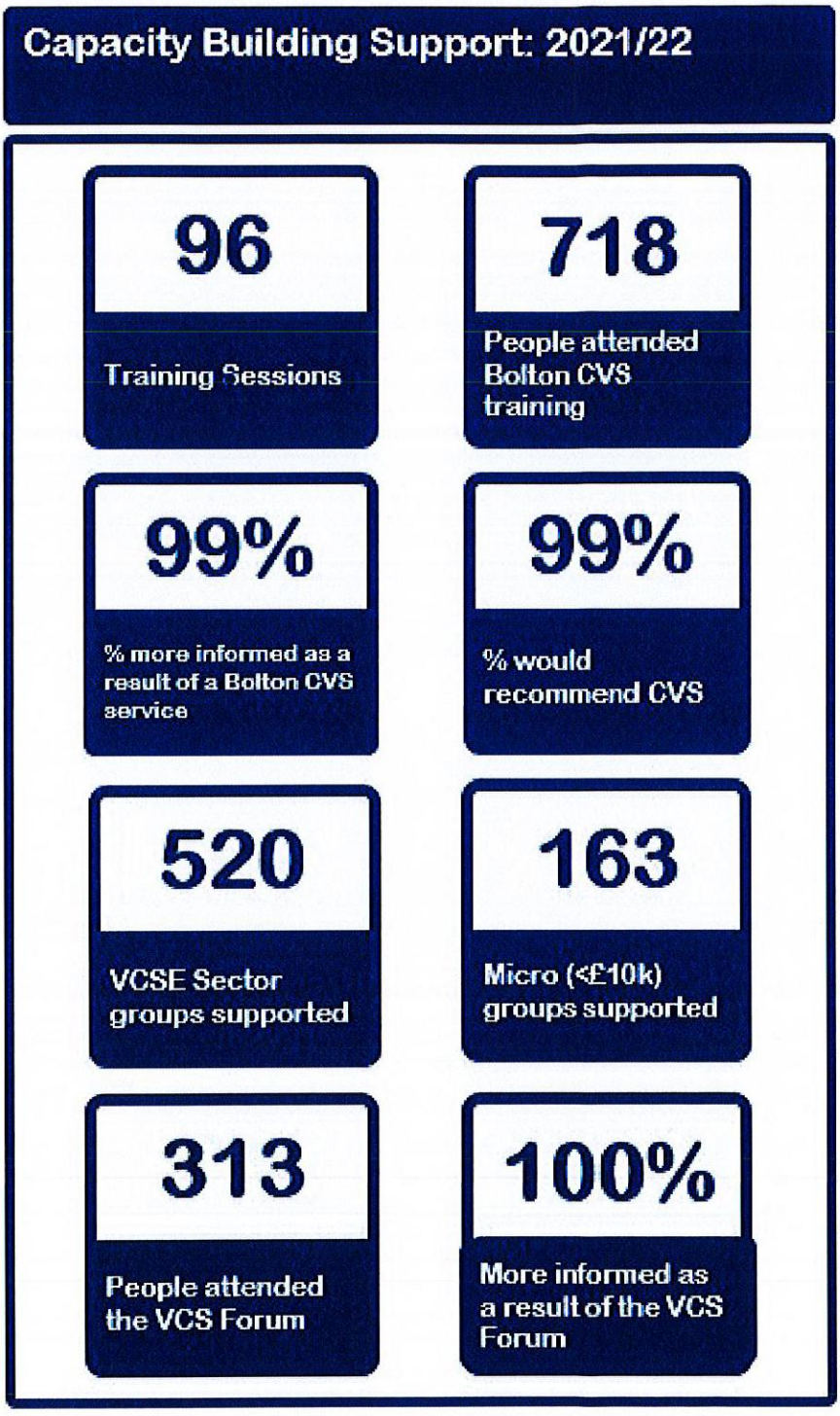
Membership: 2021/22

608

Members on 31 March 2022


Quality: 2021/22
27
VCSE Sector 'Health Checks' supported
27
Bolton Mark (Community) holders supported
65
Volunteer Charter holders
213
People recieved 1-2-1 volunteering support
248
People connected to volunteering opportunities
98%
% of people feeling able and ready to move into volunteering
60
Groups received support with outcome and impact measures
38
Groups received targeted support re governance

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Throughout 2021/22, COVID 19 continued to have a significant, often negative, impact on the VCSE sector in terms of income generation, loss of staff through furlough and reduced functionality because of social distancing measures. The impact on the wellbeing of communities and individuals continues to be significant.

Two new posts were introduced into the Bolton CVS structure during 2021/2022. These were the VCSE Evolution Coordinator (Covid-19) and the Digital Development Officer. Both posts were realised through investment from cross-sector partners and brought capacity and expertise into the organisation and wider VCSE sector to implement learning, address gaps and reassess the priorities of the sector as we emerged out of the height of the Covid-19 pandemic restrictions.

VCSE Evolution Coordinator: Funded via Bolton Council's Public Health Directorate, this post focused on 3 priorities; the changing landscape of volunteering as a result of the covid-19 pandemic, civil contingency planning and the role of the VCSE sector and review of digital use, resilience and literacy.

Digital Development Officer: Having identified a gap in access to and use of digital technologies across the VCSE sector and wider communities, this post was funded via Bolton at Home and Bolton Council's Public Health Directorate. Its initial focus has been to support the development of online centres across neighbourhoods, increasing access to and appropriate use of digital technologies, as well as supporting digital registration to the national Healthy Start programme.

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Financial review

Our total funds at 31 March 2022 stand at £3,648,934, of which £260,059 is unrestricted funds and £3,388,875 is restricted. Some £660,000 of those restricted funds relates to the book value of the Bolton Hub building.

Reserves policy

The Board of Trustees has examined the charity's need for reserves in light of the main risks to the organisation. The charity needs reserves to protect its current activities, in order to allow the trustees to meet their day-to-day responsibilities and to ensure that it continues to operate on a going concern basis. The trustees consider the minimum level of free reserves needed to achieve this is three to six months' running costs, including salaries.

The level of free reserves at the balance sheet date is as shown below. Including staff costs and other overheads across all our activities it leaves us with further work to do to achieve the target level.

Unrestricted funds at 31 March 2022	£260,059
Less: book value of fixed assets representing unrestricted funds.	£52,802
Less: designated for the development/maintenance of the Bolton Hub and for service development	£30,000
Free reserves at 31 March 2022	**£177,257**

Principal funding sources

Principal funders include Bolton MBC, NHS Bolton CCG, Bolton at Home and Greater Manchester Combined Authority. These organisations either directly funded our work or provided investment for Bolton CVS to distribute as grants and community investments during the year.

Funds generated from rents and other sources of income generation also remain important, though obviously room hire income was massively affected by the pandemic. Our payroll service operated throughout the year but has ended with effect from 6 April 2021. Other fundraising activity during the year was minimal due to the pandemic and no professional fundraisers were employed.

Investment policy

A significant proportion of the charity's funds are to be spent in the short term and a prudent amount has been kept available to maintain a healthy cash flow. We have specific investments held under the Big Bolton Fund which are invested in line with our organisational policy and with approval from the Board of Trustees. Our investments are deemed to be low risk.

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Plans for 2022/23

Bolton CVS will continue to strive for excellence in delivering infrastructure support to Bolton's VCSE sector. Areas of further development in 2022/23 include:

Digital Development: further develop our VCSE sector training and support offer and collaborate with partners to secure investment into digital skills development and access for VCSE sector organisations in Bolton.

Inclusive Economy:

Business Development Manager, in partnership with Bolton at Home:

- Identify and influence mutually beneficial opportunities for cross-sector collaboration and partnerships that maximise resources, social value and contribute to building a robust social economy.
- Generate sustainable investment into Bolton CVS and the VCSE sector, optimising diverse income streams.
- Promote the vital role of VCSE organisations within the Bolton economy, ensuring their current, and potential, economic and social value is recognised.

Social Enterprise Development Senior Officer, in partnership with the Local Access Programme (LAP):

- Develop an accessible support pathway and framework, with simple investment products that meet the needs of the VCSE sector in the GM LAP areas: Bolton, Oldham, Stockport & Wigan.
- To raise the profile of Social Enterprises and Social Investment in the LAP areas, and GM in general, in order to achieve a better functioning market.
- To strengthen the ecosystem and peer support within the Social Enterprise sector and provide investment products that meet the needs of the social enterprises in the LAP areas.

Evolving alongside Bolton's VCSE sector:

- Refresh Bolton CVS' core purpose, values and brand identity, to reflect the evolving nature of our work with Bolton's VCSE sector and our cross-sector partners.
- Continue to develop engaging ways to showcase and celebrate the impact of the VCSE sector.
- Respond to emerging need, by working with Bolton Council to support the recruitment and training of Civil Contingency Volunteers.

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Plans for 2022/23 (continued)

Bolton's Fund 2022/23

The priorities for the Bolton's Fund 2022/23 are in the process of being approved by cabinet. Proposed themes are expected to focus on:

- Mental health and emotional well-being all ages.
- Connecting people - likely to be a small fund supporting informal engagement, conversations, and connections and building confidence for people who have not been getting out.
- An open fund where applications can address any one of Bolton's Fund's 6 priorities.
- Social enterprise and skills.
- Children and young people.
- Health and well-being.
- Community cohesion and community safety.
- An annual festive fund and an environmental fund.
- Community assets development.

All the small community funds are now open and since Covid we are running these on a rolling basis, so groups don't have to wait for a specific opening time or submit for a deadline.

See Bolton CVS Grants: https://www.boltoncvs.org.uk/bolton-CVS-grants

'Big Ticket' events in 2022/23 will include:

Bolton CVS Big Ticket Items	1 April 2022 – 31 March 2023
Q1	Volunteers Week.
Q2	Bolton CVS AGM.
Q3	Local Charities Day.
Q4	Bolton VCSE Sector Conference and Roadshow.

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Statement of Trustees' Responsibilities

The trustees who held office during the year are set out on page 1. The trustees (who are also directors for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

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Statement of disclosure to auditors

So far as the directors are aware, there is no relevant audit information of which the company's auditors are unaware. Additionally, the directors have taken all the necessary steps that they ought to have taken as directors in order to make themselves aware of all relevant audit information and to establish that the charity's auditors are aware of that information.

Appointment of auditor

A resolution for the reappointment of Smith & Goulding Limited as auditor for the financial year ending 31 March 2023 will be proposed at the forthcoming Annual General Meeting.

Approval of report

In preparing this report advantage has been taken of the small companies' exemption. This report was approved by the board and signed on its behalf by:

DocuSigned by:
Phil Mason
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Rev P Mason
Chair

5 October 2022

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INDEPENDENT AUDITORS' REPORT
TO THE MEMBERS OF BOLTON COMMUNITY AND VOLUNTARY SERVICES
YEAR ENDED 31 MARCH 2022

Opinion

We have audited the financial statements of Bolton Community and Voluntary Services for the year ended 31 March 2022 which comprise the statement of financial activities, the balance sheet, statement of cash flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is 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).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2022 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of Companies Act 2006.

Basis of opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion based on the work undertaken in the course of our audit:

- the information given in the trustees' report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

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Matters on which we are required to report by exception

In light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees (who are also directors of Bolton Community and Voluntary Services for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities including fraud. Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the charitable company through discussions with trustees and other management, and from our commercial knowledge and experience of the charity sector;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charity, including the Companies Act 2006, taxation legislation and data protection, employment, environmental and health and safety legislation;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

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We assessed the susceptibility of the company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships;
- tested journal entries to identify unusual transactions; and
- assessed whether judgements and assumptions made in determining the accounting estimates were indicative or potential bias.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of meetings of those charged with governance;
- enquiring of management as to actual and potential litigation and claims; and
- reviewing correspondence with relevant regulators and the company's legal advisors.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the directors and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect that those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the members as a body, for our audit work, for this report, or for the opinion we have formed

Simon Worswick

Simon J Worswick FCA, Senior Statutory Auditor
For and on behalf of Smith & Goulding Limited
Chartered Accountants and Statutory Auditors
2 Southport Road, Chorley, Lancashire PR7 1LB

7 October 2022
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BOLTON COMMUNITY AND VOLUNTARY SERVICES

STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 MARCH 2022

	Notes	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £
Income							
Donations and legacies		-	20	20	-	20	20
Charitable activities	2	-	3,245,997	3,245,997	-	2,282,854	2,282,854
Other trading activities	2	153,914	-	153,914	157,358	-	157,358
Investments		1,892	8,644	10,536	-	2,125	2,125
Total income		155,806	3,254,661	3,410,467	157,358	2,284,999	2,442,357
Expenditure							
Raising funds	4	83,114	6,883	89,997	83,122	10,737	93,859
Charitable activities	4	178,159	1,953,339	2,131,498	122,771	2,049,777	2,172,548
Total expenditure		261,273	1,960,222	2,221,495	205,893	2,060,514	2,266,407
Net income/(expenditure) before transfers	3	(105,467)	1,294,439	1,188,972	(48,535)	224,485	175,950
Transfers	14	151,828	(151,828)	-	93,282	(93,282)	-
Net movements after transfers		46,361	1,142,611	1,188,972	44,747	131,203	175,950
Funds brought forward		213,698	2,246,264	2,259,962	168,951	2,115,061	2,284,012
Funds carried forward	14	260,059	3,388,875	3,648,934	213,698	2,246,264	2,259,962

This statement also comprises an Income and Expenditure Account. All of the charity's activities are classed as continuing.

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BOLTON COMMUNITY AND VOLUNTARY SERVICES

BALANCE SHEET AS AT 31 MARCH 2022

	Notes	2022 £	2021 £
Fixed assets			
Tangible assets	7	713,679	728,146
Investments	8	110,783	195,783
		824,462	923,929
Current assets			
Debtors	9	495,373	136,936
Cash at bank and in hand		2,512,511	1,582,673
		3,007,884	1,719,609
Creditors: amounts falling due within one year	10	(183,412)	(177,576)
Net current assets		2,824,472	1,542,033
Total assets less current liabilities		3,648,934	2,465,962
Creditors: amounts falling due After more than one year	11	-	(6,000)
Net assets	12	3,648,934	2,459,962
Funds			
Unrestricted funds	13	260,059	213,698
Restricted funds	13	3,388,875	2,246,264
Total funds		3,648,934	2,459,962

These financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the board on 5 October 2022 and signed on its behalf by:

DocuSigned by:
Phil Mason
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Rev P Mason
Chair

Company registration number: 2615057

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BOLTON COMMUNITY AND VOLUNTARY SERVICES

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2022

	2022 £	2021 £
Reconciliation of net income to net inflow from operating activities		
Net income for the year	1,188,972	175,950
Adjustments for:		
Depreciation	16,306	16,673
Investment income	(10,536)	(2,125)
Decrease/(increase) in debtors	(358,437)	70,731
Increase/(decrease) in creditors	5,836	110,926
Net cash provided by operating activities	842,141	372,155
Cash inflow/(outflow) from investing activities		
Investment income received	10,536	2,125
Proceeds from realisation of investments held	85,000	-
Purchase of tangible fixed assets	(1,839)	-
Loan repayments made	(6,000)	(6,000)
Net cash generated from / (used in) investing activities	87,697	(3,875)
Net increase in cash and cash equivalents in the year	929,838	368,280
Cash and cash equivalents brought forward	1,582,673	1,214,393
Cash and cash equivalents carried forward (see below)	2,512,511	1,582,673
Analysis of cash and cash equivalents		
Cash at bank and in hand	2,319	2,296
Cash in short term deposit accounts	2,510,192	1,580,377
	2,512,511	1,582,673

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1. Accounting policies

Bolton Community and Voluntary Services (Bolton CVS) is a private company limited by guarantee and incorporated in England and Wales. Its registered office is The Hub, Bold Street, Bolton.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006, 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)" (as amended for accounting periods commencing from 1 January 2019). The charity is a public benefit entity as defined by FRS 102.

The accounts are prepared in sterling, which is the functional currency of the charity. The accounts have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern basis

At the time of approving the accounts the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The trustees therefore continue to adopt the going concern basis of accounting in preparing the accounts.

1.3 Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives. Designated funds are unrestricted funds which the trustees decide should be set aside for specific projects or purposes.

Restricted funds are subject to specific conditions imposed by donors as to how they may be used. Expenditure which meets these criteria is allocated against the relevant fund.

1.4 Income, including grants

Income is recognised on a receivable basis and is reported gross of related expenditure. Income is recognised when the charity has entitlement to the funds, any performance conditions have been met or are fully within the control of the charity, it is probable that the income will be received and the amount can be measured reliably.

Grants are generally recognised on receipt, or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. Grant income received or invoiced in the period which relates to a performance-related condition fulfilled in a later period is deferred to that later period. A grant that specifies performance conditions is recognised in income when the performance conditions are met.

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

Income from services such as payroll and training is recognised once the service has been provided, whilst income from rent of office space and room hire is recognised in the period to which the rental relates.

Income from other fundraising activities is recognised once the event has taken place and monies have been received. Donations are recognised once the charity has been notified of the gift, unless conditions require the deferral of the amount.

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1.5 **Expenditure**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to that category. 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.

Costs of raising funds comprise the costs of trading and similar activities and the associated support costs of those activities. Such activities include payroll and training services, renting of offices and hire of rooms.

Charitable expenditure comprises those costs directly incurred by the charity in the delivery to beneficiaries of its core activities and services, including grants administration. The support costs associated with delivery of these activities and services is also included.

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

Support costs include those central functions which assist the work of the charity but do not directly undertake charitable activities. They are allocated to the activity cost categories on bases consistent with the use of the resources, as set out in note 3.

1.6 **Transfers between funds**

Transfers between funds arise when expenditure is incurred in one fund which can be funded or part-funded by income of another fund. Transfers may also be made from unrestricted funds to clear excess expenditure over income arising in restricted funds.

1.7 **Pensions**

The company subscribes to a defined contribution scheme covering the majority of its permanent employees. The assets of the scheme are held separately from those of the charity. The pension costs charged in the financial statements represent the contributions payable by the company during the year.

1.8 **Operating leases**

Operating lease rentals are charged to the Statement of Financial Activities as incurred.

1.9 **Tangible fixed assets**

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost of each asset over its estimated useful life, taking into account estimated residual value, as follows:

Freehold building	-	straight line over 100 years
Telephone equipment	-	straight line over 3 years
Furniture, fittings and equipment	-	25% pa on a reducing balance basis
Computer equipment	-	25% pa on a reducing balance basis

1.10 **Investments**

The charity's investments comprise of bank deposits. Income from these investments is recognised when the conditions for receipt of the income are met and there is adequate certainty of receipt (see Note 1.4).

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1.11 **Debtors**

Trade and other debtors are recognised at the settlement amount due.

1.12 **Cash at bank and in hand**

Cash at bank and in hand includes cash and short term highly liquid bank deposits.

1.13 **Creditors**

Creditors are recognised when 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 can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

Deferred income is income which is included in the year in debtors or has been received into the bank, but which relates to a subsequent period, such as a grant relating specifically to a future period. It is recognised in the Statement of Financial Activities of that period.

1.14 **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.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets
Basic financial assets, such debtors and cash and bank balances (including bank deposits held as fixed asset investments), are accounted for as per notes 1.11 and 1.12.

Basic financial liabilities
Basic financial liabilities, which include creditors, are recognised as per note 1.13.

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2. Details of incoming resources

	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
Income relating to charitable activities				
BMBC Chief Executive's Department	-	200,000	200,000	200,000
BMBC Strategic Health Development	-	60,791	60,791	282,135
BMBC Standing Together	-	119,000	119,000	121,000
BMBC Small Grants and other	-	135,319	135,319	47,500
BMBC - Bolton's Community Fund	-	1,892,632	1,892,632	894,233
Bolton at Home	-	267,396	267,396	74,523
NHS Bolton CCG	-	29,405	29,405	69,019
NHS Bolton Hospital FT	-	103,031	103,031	70,031
Eric Wright small grants programme	-	14,147	14,147	-
Greater Manchester Combined Authority	-	356,250	356,250	480,000
Other grants	-	68,026	68,026	44,413
	-	3,245,997	3,245,997	2,282,854
Other trading and income generating activities				
Rents and room hire	124,339	-	124,339	86,553
Payroll, training and other income	29,575	-	29,575	70,805
	153,914	-	153,914	157,358

Payroll, training and other income for 2022 includes Covid support and Covid business interruption grants totalling £7,000 (2021: Covid support grants £43,741 and job retention grants £15,521).

3. Net income for the year

This is stated after charging:	2022 £	2021 £
Depreciation	16,306	16,673
Auditor's fees (including VAT)	4,260	4,140

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4. Expenditure

	2022	2021
	£	£
Raising funds		
Employment costs	44,523	44,642
Depreciation charges	5,127	5,166
Fundraising resources and other trading costs	9,086	13,114
Insurance, telephone, office costs and IT	11,479	10,470
Premises and utility costs	19,782	20,467
	89,997	93,859
Charitable activities		
Grants payable (note 16)	1,252,205	1,506,707
Partnership and similar costs	-	14,248
Employment costs	771,736	566,448
Bank charges, loan interest and similar costs	797	997
Depreciation charges	11,179	11,507
Insurance, telephone, office costs and IT	49,074	29,879
Meetings and travel costs	3,018	1,499
Premises and utility costs	7,980	8,170
Publicity and communication	5,978	344
Subscriptions, consultancy and professional fees	20,983	22,487
Training costs	8,392	7,840
Other expenditure, including volunteer costs	156	2,422
	2,131,498	2,172,548

Support costs and governance costs

Included above are support costs of £99,787 (2020 £89,275) in respect of salaries, premises costs, IT expenditure and legal and professional fees, amongst other things, which are necessary to underpin the services which Bolton CVS provides. Governance costs of £6,408 (2020 £6,270) are included in the expenditure on charitable activities.

Staff costs and numbers

Staff costs were as follows:

	2022	2021
	£	£
Salaries, benefits and secondment	709,788	543,353
Redundancy costs	13,797	-
National insurance costs	48,757	34,113
Employer's pension contributions	43,917	33,624
	816,259	611,090

The average number of employees was 36 (2021: 29), consisting of 32 (2021: 24) service staff and 4 (2021: 5) management and administration staff. No employee received emoluments of more than £60,000. The total of remuneration and benefits applicable to key management personnel, excluding national insurance cost, was £169,545 (2021 £121,453).

5. Pension costs

The charity subscribes to a defined contribution pension scheme in respect of the majority of its permanent employees. The scheme and its assets are held by independent managers. The pension costs shown in note 5 represent contributions due from the company in the year.

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6. Trustees and other related parties

With the exception of the following, the trustees received no remuneration or benefits during the year, nor were any trustees' expenses reimbursed.

The charity's main insurance policy includes an element of trustee indemnity taken out for business purposes and not as a benefit to the trustees.

Due to the nature of the charity's transactions, there are numerous transactions with other charities and organisations with which some of the trustees have an association. These are undertaken on an arm's length basis, which the charity is able to demonstrate.

The Treasurer, Mr D Kay, is a minority shareholder in Beech Business Services Limited, which provided accounting and related services to the value of £2,170 plus VAT during the year (2021 £1,938 plus VAT). Nothing was owing to Beech Business Services at year end. These services are provided on an arm's length basis and approved by the Board of Trustees.

7. Tangible fixed assets

	Freehold property £	Computer & telephone equipment £	Furniture, fittings & equipment £	Total £
Cost				
At 1 April 2021	750,000	36,880	52,688	839,568
Additions	-	1,598	241	1,839
Disposals	-	-	-	-
At 31 March 2022	750,000	38,478	52,929	841,407
Depreciation				
At 1 April 2021	52,500	29,323	29,599	111,422
Charge for the year	7,500	2,189	6,617	16,306
On disposals	-	-	-	-
At 31 March 2022	60,000	31,512	36,216	127,728
Net book value				
At 31 March 2022	690,000	6,966	16,713	713,679
At 31 March 2021	697,500	7,557	23,089	728,146

8. Investments

Cash investments at cost	**Total £**
At start of year	195,783
Disposals	(85,000)
At end of the year	110,783

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9. Debtors

	2022	2021
	£	£
Trade debtors	487,746	128,871
Prepayments	7,167	7,677
Other taxes and social security	460	388
	495,373	136,936

10. Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade creditors	11,066	25,266
Accruals	110,495	145,942
Deferred income	41,000	-
Other creditors	14,851	368
BMBC loan	6,000	6,000
	183,412	177,576

11. Creditors: amounts falling due after more than one year

	2022	2021
	£	£
BMBC loan (element payable in 2 -5 years)	-	6,000

12. Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total
At 31 March 2022:	£	£	£
Tangible fixed assets	52,802	660,877	713,679
Investments	-	110,783	110,783
Net current assets	207,257	2,617,215	2,824,472
Long term liabilities	-	-	-
	260,059	3,388,875	3,648,934
At 31 March 2021:			
Tangible fixed assets	59,764	668,382	728,146
Investments	18,000	177,783	195,783
Net current assets	141,934	1,400,099	1,542,033
Long term liabilities	(6,000)	-	(6,000)
	213,698	2,246,264	2,459,962

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13. Movements in funds

	Balance at 31.03.20	2020/21 Income	2020/21 Expenditure	2020/21 Transfers	Balance at 31.03.21	2021/22 Income	2021/22 Expenditure	2021/22 Transfers	Balance at 31.03.22
Restricted funds	£	£	£	£	£	£	£	£	£
BMBC VC infrastructure support	62	200,000	(200,000)	-	62	200,000	(200,062)	-	-
Engagement	1	(1)	-	-	-	17,394	(13,492)	(3,902)	-
Strategic Health Development	2,200	102,135	(70,119)	(6,597)	27,619	143,117	(106,734)	(1,500)	62,502
BMBC Small Grants	5,000	42,054	(33,084)	(3,000)	10,970	(2,054)	-	-	8,916
Big Bolton Fund Small Grants	53	2,145	-	-	2,198	8,654	-	-	10,852
Big Bolton Fund Investment	194,052	-	-	-	194,052	-	-	-	194,052
Bolton Literacy Trust	9,502	-	-	-	9,502	-	(2,917)	-	6,585
Grants for Other Groups	47,561	23,500	(19,619)	(3,750)	47,692	113,162	(66,949)	(12,230)	81,675
ETAG	337	7,613	(7,950)	-	-	7,613	(7,613)	-	-
Bolton at Home Peer Navigators	231,205	58,683	(66,837)	(9,125)	213,926	115,396	(152,203)	(14,333)	162,786
Bolton at Home Community Investments	45,645	15,840	(25,242)	(5,400)	30,843	187,000	(30,554)	(1,625)	185,664
Bolton's Fund Community Investment	357,245	1,074,233	(1,110,478)	-	321,000	1,913,469	(969,452)	(50,017)	1,215,000
The Hub Building Fund	675,706	-	(7,328)	-	668,378	-	(7,292)	-	661,086
Ambition for Ageing	20,774	-	(1,592)	-	19,182	-	(10,777)	-	8,405
NHS Bolton CCG – Thrive/CYP MH	199,977	-	(112,887)	(1,681)	85,409	-	(55,912)	(6,720)	22,777
Transformation Fund: CANS/CIP/Co-design	169,320	19,859	(43,337)	(20,000)	125,842	-	-	-	125,842
NHS Bolton CCG – VCSE Commissioning	-	41,548	(7,747)	(450)	33,351	4,400	(27,084)	(2,219)	8,448
BMBC Standing Together programme	66,778	121,000	(117,621)	(7,000)	63,157	101,000	(38,646)	(11,500)	114,011
NHS Bolton Foundation Trust	8,079	54,031	(30,268)	(23,829)	8,013	54,031	(32,177)	(26,832)	3,035
GM Combined Authority VRU	74,246	480,000	(167,682)	(9,375)	377,189	356,250	(205,948)	(18,750)	508,741
Other grants	7,318	42,359	(38,723)	(3,075)	7,879	35,229	(32,410)	(2,200)	8,498
	2,115,061	2,284,999	(2,060,514)	(93,282)	2,246,264	3,254,661	(1,960,222)	(151,828)	3,388,875
Unrestricted funds									
General Fund	168,951	157,358	(205,893)	93,282	213,698	155,806	(261,273)	151,828	260,059
Total funds	2,284,012	2,442,357	(2,266,407)	-	2,459,962	3,410,467	(2,221,495)	-	3,648,934

Transfers between funds generally represent charges made for the management of a particular fund in line with the conditions of the funding provided.

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14. Information about restricted funds

BMBC VC Infrastructure Support is a VCSE contract secured with BMBC 2019. It is focused on providing tailored development support to VSCE sector groups and organisations and delivering Bolton's volunteering support offer.

Strategic Health Development: funding is provided through Bolton Council (Public Health) in order to promote communication and develop stronger partnership working between the voluntary and community sector in Bolton and other statutory health and social care partners.

BBF Small Grants and Bolton's Fund Community Investments: funds which Bolton CVS manages on behalf of others to award as community grants within Bolton. Primarily these funds come from Bolton Council's Chief Executive's Department, with additional contributions this year from The Sir James and Lady Scott Trust and MBDA.

Big Bolton Fund Investment: income donated to Bolton CVS to invest in order to produce revenue to award as grants and investment in Bolton.

Big Bolton Fund Small Grants: the income generated from the Big Bolton Fund Investment account which is awarded as grants in Bolton.

Bolton Literacy Trust: this is a one-off donation to promote literacy, numeracy and ICT skills through grants, bursaries, and support for the training programme based at the Hub and support of Bolton Book Appeal.

The Hub Building Fund: this represents funds transferred into Bolton CVS from Bolton Trinity Centre Ltd. on the merger of the two organisations in 2014/15, less any depreciation charges made on the building and other tangible fixed assets which are represented by the fund. The fund is a restricted one as it represents assets originally acquired by Bolton Trinity Centre via grants from Big Lottery, Neighbourhood Renewal Fund, NLDC, ERDF and The Sir James and Lady Scott Trust. The fund will be reduced each year by the depreciation charged on the tangible fixed assets concerned.

Ambition for Ageing: this programme is funded by a grant received from The Big Lottery and money from GMCVO. It represents an approach to social isolation that places older people at its centre, ensuring their contribution to civic, cultural and economic life is maximised and fully recognised across the Borough.

NHS Bolton CCG provides funding for Thrive, which is an alliance approach to improving access to early intervention and preventative support for the children and young people's mental health service, and for an 18-month apprenticeship pilot funded through Greater Manchester Health and Social Care Partnership's Transformation Fund, testing a VCSE sector-led place-based health and care focused apprenticeships model.

Bolton at Home provides funding to undertake a range of projects, including building knowledge and awareness of social value, increasing access to volunteering and distributing their Community Investments Grant Programme and Tonge Big Local Investments Programme.

Transformation Fund income funded predominantly the distribution of the Health and Wellbeing Community Investments and the Community Asset Navigator Programme.

NHS Bolton Foundation Trust funding is for a project to increase the Foundation Trust's connectivity with Bolton's VCSE sector. It invests in capacity to deliver specific projects and coordinate co-design and communication between the Trust and the VCSE sector.

GM Combined Authority Violence Reduction Unit funding is to deliver a project on behalf of 10GM, developing community-led approaches in six different locations across Greater Manchester.

Other funds include a two year Engagement Officer post, which is being funded by Bolton and South Lancashire Community Rail Partnership, and a grant received from Forever Manchester, which funded a six month Divers Communities Engagement Worker post.

15. Controlling interests

No controlling party has been identified.

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16. Grants payable

Recipients of £1,500 or more

39th Bolton Mount Scouts	£7,725
39th Bolton Mount Scouts	£1,500
84 Youth	£12,979
Action for Children Services Ltd	£24,000
AGE UK Bolton	£10,892
AGE UK Bolton	£8,500
AGE UK Bolton	£3,500
Age Well in Breightmet	£4,380
Ainsdale Road Allotment	£3,471
Asian Elders Resource Centre	£12,028
Autistic Society Greater Manchester Area	£2,500
Baby Basics	£8,900
Backup NW	£14,000
Backup NW	£10,000
Banana Enterprise	£14,992
Be The Change Youth Project	£2,095
Be The Change Youth Project	£1,500
Befriending Refugees & Asylum Seekers	£9,000
Believe Achieve CIC	£5,000
Believe Achieve CIC	£4,601
Believe Achieve CIC	£4,360
Benefit Mankind	£5,000
Blackrod Sports and Community Centre	£14,933
Blackrod Sports and Community Centre	£14,832
Bolton Advice Centre	£4,150
Bolton Armed Forces Centre	£2,500
Bolton at Home (BAH)	£50,000
Bolton at Home (BAH)	£4,550
Bolton Bridges Adullam	£3,780
Bolton Carers Support	£15,000
Bolton Carers Support	£8,500
Bolton Carers Support	£3,500
Bolton Conservation Volunteers (BCV)	£4,090
Bolton Council of Mosques	£13,796
Bolton Council of Mosques	£15,000
Bolton Deane & Derby Cricket & Social Club	£1,500
Bolton Dementia Support Group	£2,000
Bolton Guild of Help	£10,000
Bolton Hindu Age Inspiration	£14,500
Bolton Hindu Forum	£2,000
Bolton Hospice	£8,500
Bolton Hospice	£3,500
Bolton Lads and Girls Club	£28,150
Bolton Lads and Girls Club	£3,700
Bolton Muslim Welfare	£2,500
Bolton Nice	£3,207
Bolton Pride	£3,000
Bolton Smart Enterprise CIC	£4,950
Bolton Solidarity Comm Assoc	£4,240
Bolton Solidarity Comm Assoc	£4,240

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Bolton Town Centre Chaplaincy	£1,500
BRAC	£3,870
Breakdown Bolton	£4,525
Breaking Barriers	£15,000
CAHN	£5,000
Changing Life Directions	£15,000
Changing Life Directions	£2,700
Changing Life Directions	£1,517
Delph Sailing Club	£5,000
Didsbury FC	£2,760
Ed Pink	£2,985
Elite Community Hub	£5,885
Elite Community Hub	£5,000
Elite Community Hub	£3,236
Endeavour Paws for Kids	£9,900
Endeavour Paws for Kids	£4,666
Ephrata	£1,500
Farnworth Baptist	£15,000
Forest Frontiers CIC	£14,000
Forest Frontiers CIC	£7,635
Forest Frontiers CIC	£4,179
Fortalice	£14,742
Fortalice	£9,839
Fortalice	£3,674
Foundation 92	£25,000
Good Companions	£3,000
Great Lever Park Veterans	£4,920
Halliwell Befriending Service	£7,529
Harmony Youth	£13,525
Harmony Youth	£5,000
Harmony Youth	£3,324
Harmony Youth	£1,820
Harmony Youth	£14,999
Harmony Youth	£3,650
Headspace Bolton	£4,300
High Hopes for Halliwell Being	£3,991
Hoot Credit Union	£15,000
Inspire SYC	£2,200
Kaalmo Welfare Trust	£4,210
Kaalmo Welfare Trust	£2,660
Kingdon Palace Outreach	£1,600
Kings People Church	£14,910
Krimmz Girls Youth Group	£1,500
Krimmz Girls Youth Group	£1,500
Little Bats Learning	£2,455
Little Bats Learning	£4,999
Little Bats Learning	£3,511
Majic Sport	£2,000
Manchester United Foundation	£7,500
Mancunian Way	£4,500
Mandhata Community Centre	£6,000
Mandhata Community Centre	£4,000
Mandy Jelenje	£2,545
Metro Com Boxing Gym	£5,000
MNI Youth Club	£3,800

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Moss Side Fire Station Boxing Club	£4,422
Oasis Community Hub Media City UK	£7,500
Oasis Community Hub Media City UK	£5,500
Odd Arts	£5,500
Over 50s Lads Club	£1,500
Pike Lane Community Club	£5,000
Pikes Lane	£9,550
Precious Gems	£12,028
Raise The Youth	£31,639
Raise The Youth	£19,980
Raise The Youth	£16,170
Reach Family Project	£5,000
Reach Family Project	£5,000
Recycle-IT	£15,000
Recycle-IT	£3,930
Reflections Counselling Service	£14,600
Sabden Growers	£1,730
Salford Community Leisure	£15,000
Salford Foundation	£25,000
Seven Saints Parish	£4,200
Seven Saints Parish	£5,000
St. Katherine's Church, Blackrod	£1,500
Stand Up Sisters	£11,821
Stand Up Sisters	£4,993
Stand Up Sisters	£4,365
Swinton Lions Community Sports Foundation	£4,500
Talk Changes	£4,270
Talk Changes	£2,550
TalkGEN	£9,976
The Ark International	£3,850
The Bridge Church	£4,249
The Bridge Church	£3,690
The Flowhesion Foundation	£12,028
The Flowhesion Foundation	£15,000
The Flowhesion Foundation	£5,000
Third Space	£15,000
Third Space	£5,000
Third Space	£2,000
Urban Outreach	£67,420
Urban Outreach	£8,500
Urban Outreach	£3,500
Urban Outreach	£20,000
WAVE Adventure	£4,900
WAVE Adventure	£4,500
Westhoughton Assist Service	£2,260
Westhoughton Community Vision - The Hub	£15,000
Willows Action Group	£5,000
Willows Action Group	£1,500
Total for recipients of £1,500 or more	£1,217,223
Total for recipients of under £1,500 (149 grants)	£72,761
Total returned grants (11 grants)	(£37,779)
Total value of grants awarded	£1,252,205

BOLTON COMMUNITY AND VOLUNTARY SERVICES

England & Wales - Charity number 1003123

Accounts

Bolton Community and Voluntary Services

Annual report and financial statements
Year ended 31 March 2021

Company number: **2615057**
Charity number: **1003123**

BOLTON COMMUNITY AND VOLUNTARY SERVICES

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BOLTON COMMUNITY AND VOLUNTARY SERVICES

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LEGAL AND ADMINISTRATIVE DETAIL

Trustees/Directors	Mrs S Hilton Mr I Ismail (Chair) Mr D A Kay (Treasurer) Ms G E Kay (appointed 10.09.20) Mr B Lyon Mrs J Maher Rev P Mason (Vice Chair) Ms F Noden (appointed 10.09.20) Mr V C Patel (appointed 10.09.20) Mrs V L Ramsden Mr M Smith Mrs R Mitchell-Denson (resigned 26.05.21)
Company Secretary/Chief Officer	Ms D Yates-Obé
Bolton Council Nominated Representative to the Board of Trustees	Councillor A Taylor-Burke (appointed 22.06.21)
Registered Office	The Bolton Hub Bold Street Bolton BL1 1LS
Auditor	R P Smith & Co Limited 2 Southport Road Chorley Lancashire PR7 1LB
Bankers	Royal Bank of Scotland plc 46-48 Deansgate Bolton BL1 1BH

The trustees present their annual report and the audited financial statements of the charity for the year ended 31 March 2021.

Governing document

Bolton Community and Voluntary Services (the organisation) is a charitable company limited by guarantee, incorporated on 24 May 1991 and registered as a charity on 7 June 1991. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. The Articles of Association were updated by Special Resolution on 18 March 2015. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.

Charitable objects

Bolton Community and Voluntary Services (CVS) is a charitable company which exists to support voluntary and community organisations and promote voluntary action. The objects as stated in our Articles of Association are:

To promote any charitable purposes for the benefit of the public, principally but not exclusively in the Metropolitan Borough of Bolton (hereinafter called the "area of benefit") and, in particular, but not exclusively, to build the capacity of voluntary and community sector organisations and provide them with the necessary support, information and services to enable them to pursue or contribute to any charitable purpose; provided that in pursuing the Objects, the Charity shall pay due regard to the needs of minority or disadvantaged groups including ethnic minorities, and the promotion of community cohesion; To promote, organise and facilitate co-operation and partnership working between voluntary and community sector, statutory and other relevant bodies in the achievement of the above purposes within the area of benefit.

Public benefit

Each year our trustees review our priorities and activities to ensure they continue to reflect our aims. In carrying out this review, the trustees have considered the Charity Commission's general guidance on public benefit.

Membership

Bolton CVS's membership is crucial to our work. Membership is open to all VCSE sector organisations operating across the Borough of Bolton that fall within our criteria.The voice of the VCSE sector in Bolton is amplified, heard and has influence through the critical mass and mixture of expert providers of all sizes that includes community networks, community champions, campaigners, social movements, organisations, social entrepreneurs, groups, charities and other organisations that exist with the primary purpose of doing good and building stronger communities.

Mission, Vision & Values

Bolton CVS's mission is succinctly and comprehensively outlined as '***working together to develop a diverse, strong and effective voluntary and***

community sector in Bolton'. Our mission guides our work in order to achieve our bold and ambitious vision of '***a sufficiently resourced and sustainable voluntary and community sector which successfully meets the diverse and changing needs of the people of Bolton***'.

The values that underpin our work are:

Fairness Our value of 'Fairness' is about being inclusive through celebrating diversity, promoting equality and accessibility in our work. We blend this with a commitment to working in partnership, supporting others and sharing our thoughts to stimulate and enable change.

Friendliness Our value of 'Friendliness' is about being open and transparent and this highlights our organisation's ability to look at the bigger picture, open the door to others, share our information, our skills, our experience and resources to strengthen communities in Bolton.

Flexibility Our value of 'flexibility' is about our ability to reflect, review and respond based on feedback, evaluation and influence. As an organisation we will adapt to change with the confidence and organisational structure to maintain stability for ourselves and the sector in Bolton.

Bolton Community and Voluntary Services (the organisation) is a charitable company limited by guarantee (*Company No. 2615057*), incorporated on 24 May 1991 and registered as a charity (*Charity No. 1003123*) on 7 June 1991. Bolton CVS is a membership organisation with **589** members (31st March 2021) actively delivering programmes and activities in Bolton. We present our Annual Trustees Report and Accounts to the membership every year at our Annual General Meeting for adoption, as well as updating on our progress, performance and collective achievements.

All organisational activity is aligned to the charitable objects as stated on the previous page.

Our People

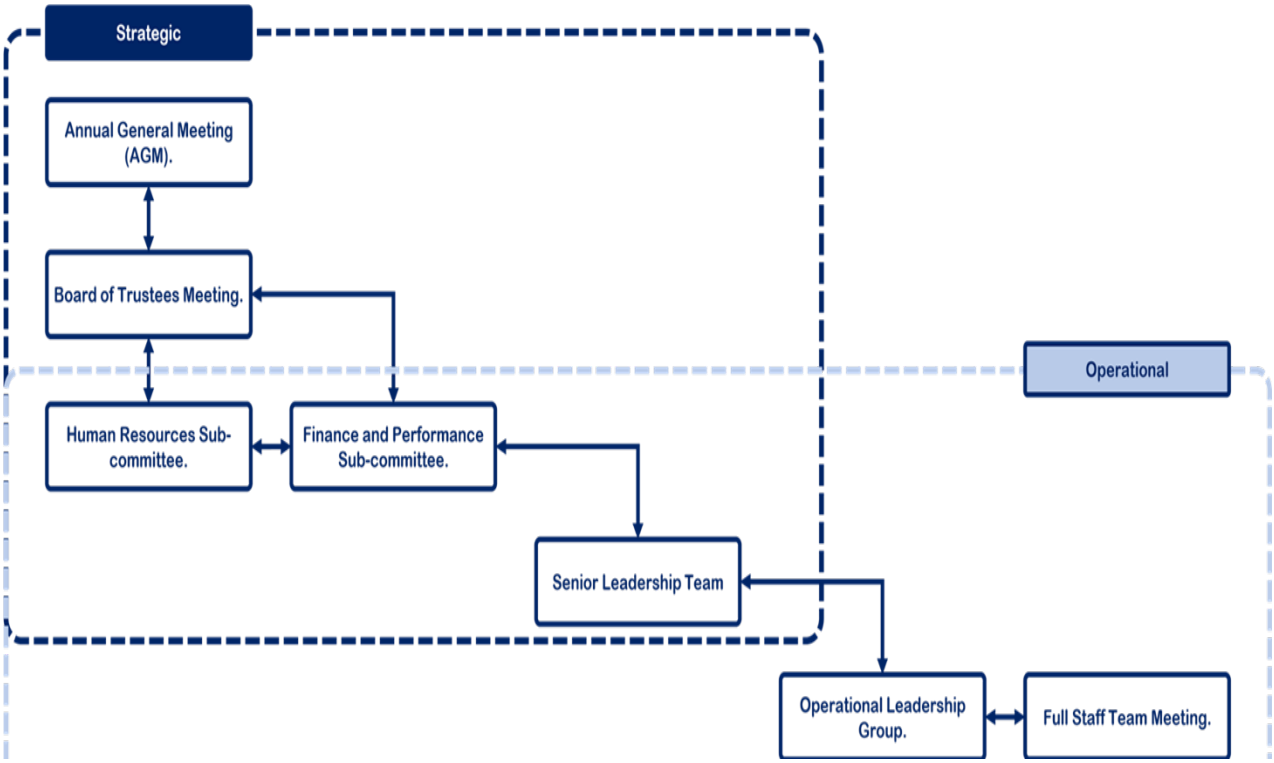
At 31st March 2021, Bolton CVS had 33 employees and this included 12 people who are deployed in other organisations through partnership programmes and 3 Health and Wellbeing Apprentices.

The Senior Leadership Team is made up of the: Chief Executive; Deputy Chief Exec - Head of Services and Performance; Finance Manager, the Health, Wellbeing and Inclusion Programmes Manager and Services Team Leader.

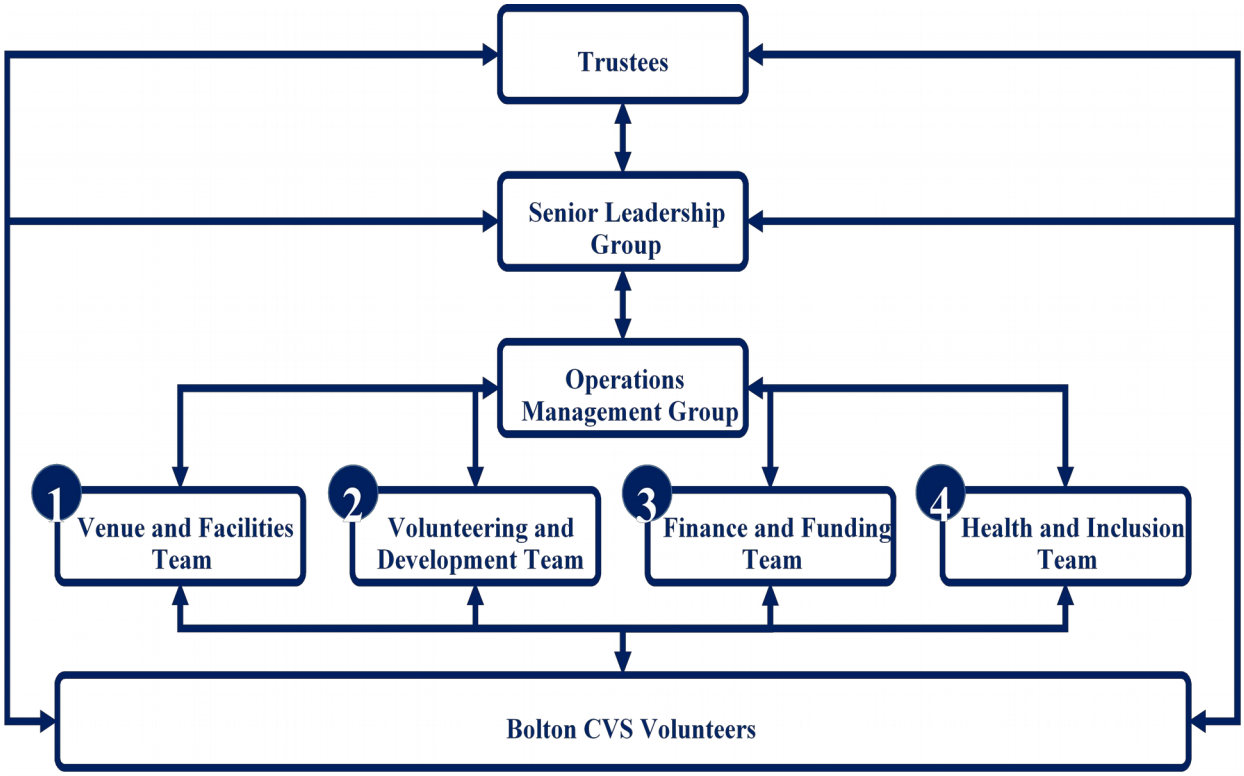
Bolton CVS has an active team of volunteers, supporting our work across a number of programmes includes grants delivery. There are **12** Trustees who donate their time to provide strategic leadership for the organisation and assess financial and operational performance. There is **1** 'nominated representative', a Councillor appointed by the Leader of Bolton Council at the beginning of each municipal calendar term.

Accountability & Governance Structure

The following diagram summarises our accountability and governance structure, outlining strategic and operational accountability and meetings:



The ethos at Bolton CVS is building one team through our 'One Bolton CVS' commitment. To enable the effective delivery of services across the organisation, the whole team is organised into 4 core teams (as indicated below) for line management, coaching responsibilities and performance reporting. The following diagram outlines the teams' structure and decision-making structure for the organisation.



Recruitment and appointment of trustees

Member organisations of Bolton CVS can nominate representatives to the Bolton CVS Board of Trustees and the opportunity to recruit Trustees begins ahead of the Annual General Meeting. If there are more candidates than vacancies on the Board, an election is held at the Annual General Meeting.

Bolton Council nominates one of its elected members (councillors) to serve as a representative on its behalf. In order to ensure that the Board of Trustees is representative of the full range of voluntary and community organisations in the Borough and bring the necessary skills to the Board to achieve our objectives, the Board of Trustees has the right to co-opt up to four representatives for a one-year term.

Countless people have experienced devastating loss this year. One such loss felt by many across Bolton was that of Councillor David Greenhalgh. As Bolton Council's nominated representative, Cllr Greenhalgh was a valued Board member, and was a valued partner of Bolton CVS for many years as part of his work in championing Bolton's VCSE sector. His dedication to improving the lives of people in Bolton was an inspiration, and his legacy will live on with the efforts of each of the thousands of volunteers, VCSE sector employees and community members making a positive difference now, and the future generations that will follow.

Trustee terms, induction and board development

Terms:

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Board of Trustees. Under the requirements of the Memorandum and Articles of Association, one third of the members of the Board of Trustees shall retire annually and remain eligible for re-election. The Honorary Treasurer is nominated by the Board of Trustees and appointed by the members of Bolton CVS as an ex officio member of the Board of Trustees.

All trustees give of their time freely and no trustee remuneration was paid in the year. Details of trustee "out of pocket" expenses are disclosed in the accounts. Trustees are required to disclose all relevant interests and register them with the Company Secretary and, in accordance with the Bolton CVS policy, withdraw from decisions where a conflict of interest may arise.

Induction:
All new trustees that are appointed are invited to either a group or one-to-one induction session which provides an overview of the work of Bolton CVS and its projects, with an opportunity to meet the staff team. In addition to induction, new trustees are given a pack containing:

- The main documents which set out the operational framework for the charity including the Memorandum and Articles of Association ~ Charity Commission publications (e.g. Roles and Responsibilities of Trustees).
- A copy of the latest annual report and accounts.
- A copy of the organisational budget and future projections.
- Details of current and future plans and Operational Activity Plan.

Board development:
Trustees also invited to take part in training and development sessions throughout the year. There are regular strategic planning sessions and all Trustees are invited to attend training through Bolton CVS's Stronger Together training programme that will support their personal and professional development.

Risk management

The charity regularly conducts reviews of the current and emerging risks to which it is exposed. A cycle of financial projections, scenario modelling and service reviews supports our organisational approach to risk, which also includes regular structural and safety reviews for our building offer. A comprehensive risk register is maintained and a summary of the significant risks is reviewed at each meeting of the Board of Trustees to escalate and to seek strategic input into developing the organisations systems or procedures in order to mitigate the risks the charity faces. A financial plan has been developed to mitigate the loss of external funding for some of the charity's activities and this plan is reviewed regularly, along with future financial forecasts. Internal control risks are minimised by the implementation of procedures laid down in the financial controls policy. Procedures are in place to ensure compliance with health and safety regulations within the premises occupied by the charity (the Bolton Hub) and where staff work remotely. All risk processes and procedures are annually reviewed to ensure they continue to meet the needs of the charity.

Key Areas of Work

The work and activity of Bolton CVS is distributed across 4 operational teams with the following areas of focus:

Team:	Responsible for:
Venue and Facilities	➔ Ensuring the smooth day-to-day (and evening) running of the **venue and facilities offer**. ➔ Maintaining a **clean, safe and accessible place** for the whole Bolton CVS team, tenants and visitors. ➔ Day to day **cleaning and maintenance repairs**, within and around the building. ➔ **Increasing access and use** of the Bolton Hub by community focussed organisations. ➔ Ensuring the smooth running of all **I.T. and communication systems** and being the point for escalation.
Finance and Funding	➔ Processing all **income and expenditure transactions** for Bolton CVS ➔ Processing **payroll** and pension for Bolton CVS. ➔ Producing monthly and quarterly **management accounts**, finance reports and year-end finance reports. ➔ Ensuring the smooth and effective delivery of all **grants and community investment programmes**. ➔ Reporting on the **reach and impact of community investment and grants programmes**.
Health and Inclusion	➔ Supporting the delivery of our funded **engagement programmes**. ➔ Strengthening the **relationships with health and care partners** in the public sector. ➔ Delivering a **strategic Health and Wellbeing development** programme. ➔ Responding to **consultations and policy development** and building the **VCSE sector evidence base**. ➔ Ensuring strong **connectivity with the VCSE** sector across all health and wellbeing programmes.
Volunteering and Development	➔ Delivering **Bolton's VCSE Local Infrastructure Support** offer, with a focus on impact and social value. ➔ Effective start-to-end **support for volunteers** and volunteer involving organisations. ➔ Increasing awareness of safeguarding and governance across VCSE sector organisations. ➔ Delivering the Bolton CVS **events calendar** and increasing our **engagement** in communities. ➔ Ensuring consistency and clarity across all Bolton CVS **communication outputs** (internal and external).

Key achievements in the year

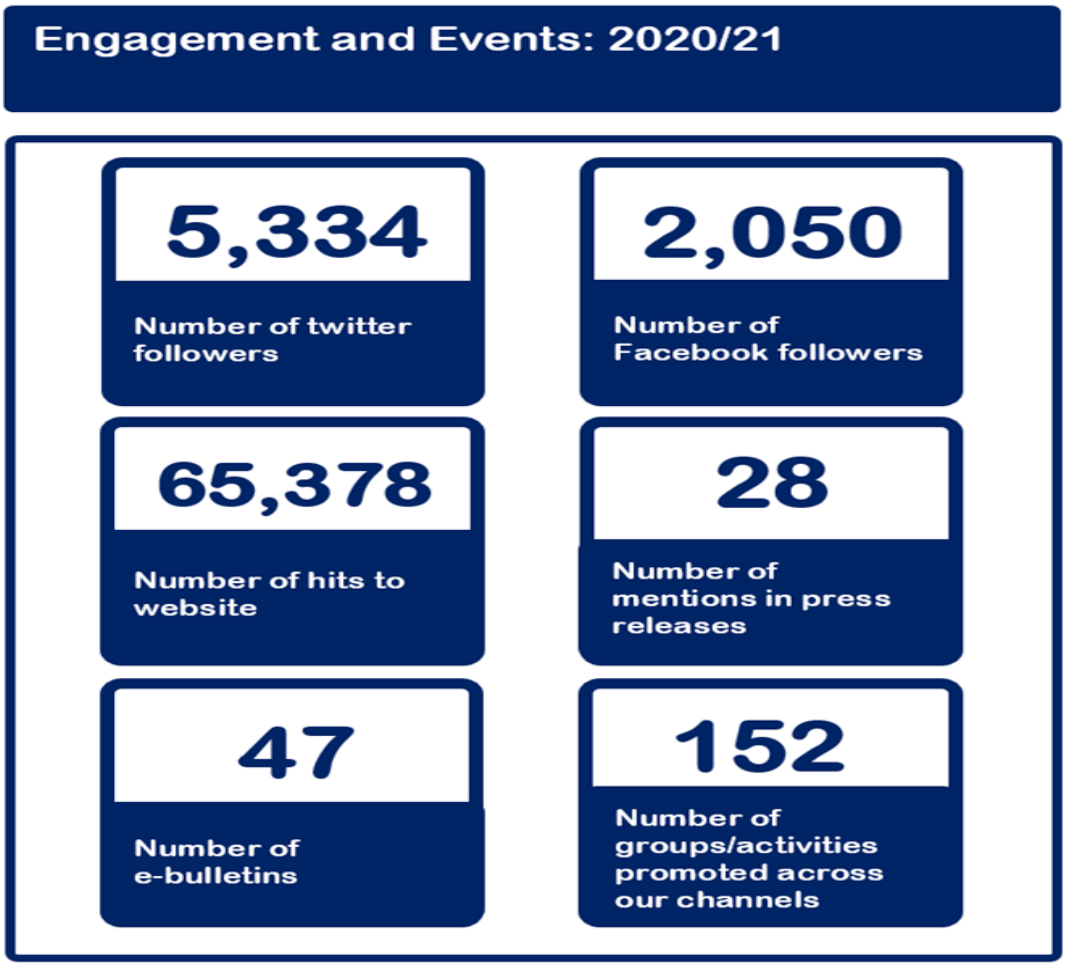


£1,506,707 worth of grants was administered in 2020/21, providing funding for over 200 groups.

The 6 priorities of Bolton's Fund were:

1. Children getting the best start in life.
2. Promoting healthy lifestyles and preventing ill health.
3. Empowering everyone in Bolton to reach their potential and take control of their lives.
4. Fair employment and good work for all.
5. Protecting and improving our environment to ensure a healthy standard of living for all.
6. Developing stronger cohesive, more confident healthy and sustainable places and communities.

Each funding round usually concentrates on one of the fund priorities, though we have introduced some special priorities addressing Covid-19 to support community work during the pandemic.

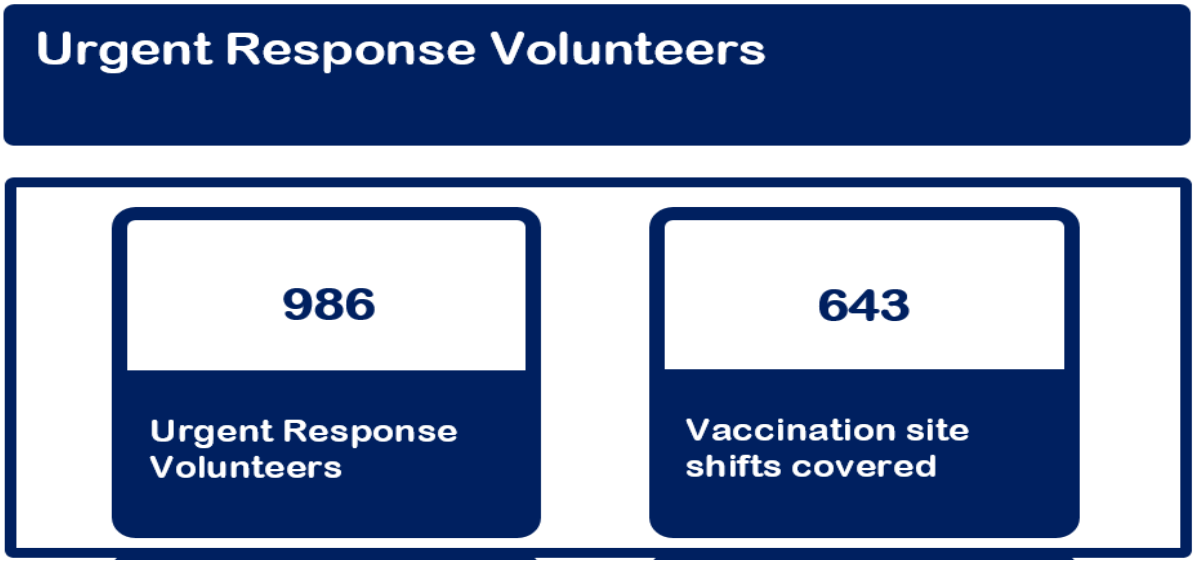


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Change in service delivery due to Covid 19 pandemic

The monitoring data below is for quarters 2, 3 and 4 only. During quarter 1, in addition to the work outlined in the above monitoring figures, we reorganised delivery of services, relocated staff to a home working environment and co-ordinated the Urgent Response Volunteer initiative.



We signed up **986 Urgent Response Volunteers** on our database. Rotas were populated for 643 shifts at vaccination sites across the borough by Urgent Response Volunteers.

26,527 items of PPE including face masks, sanitiser gel, face visors, aprons and gloves have been distributed free of charge to **38** VCSE organisations

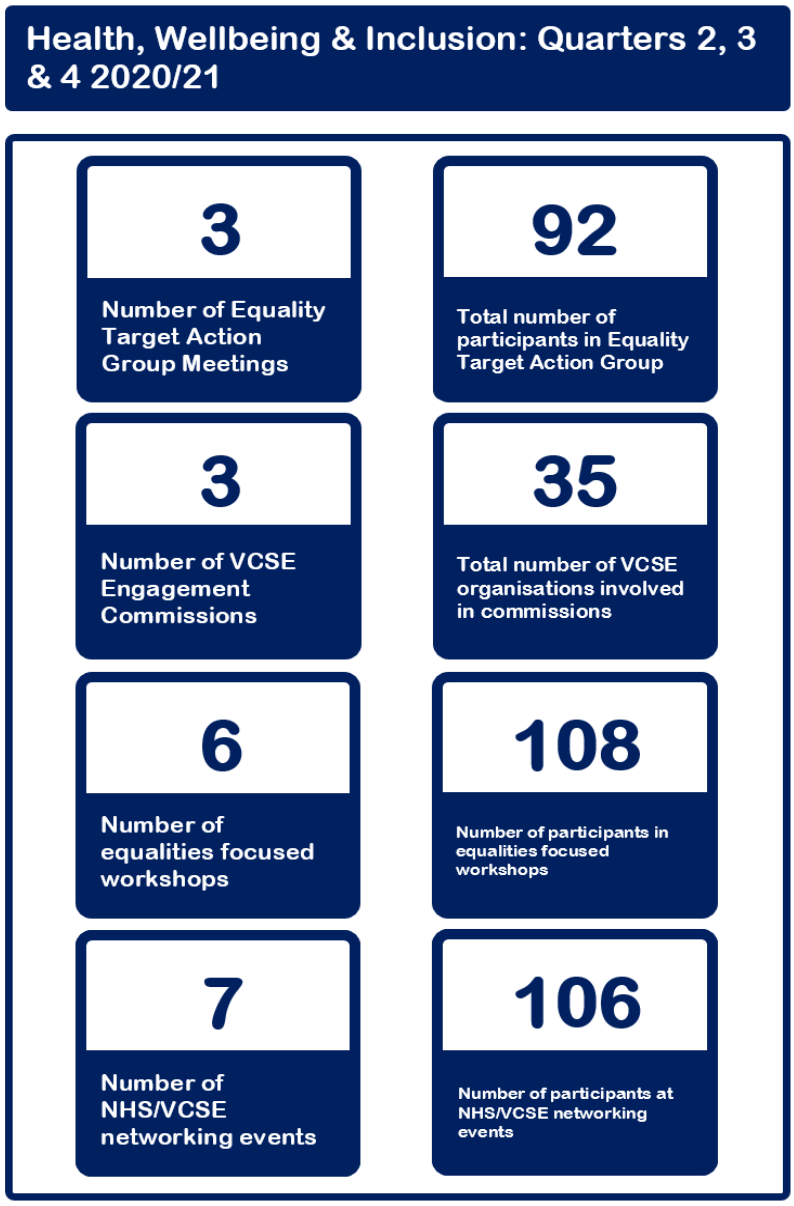
Quality: Quarters 2, 3 & 4 2020/21

19 Number of VCSE Sector 'Health Checks' supported	**13** Number of Bolton Mark (Community) holders supported
20 Number of Volunteer Charter holders	**68** No of people provided 1-2-1 volunteering support
452 No of people connected to volunteering opportunities	**96%** % of people feeling able and ready to move into volunteering
19 No of groups who received support with outcome and impact measures	**48** No of groups who received targeted supprt re governance

Capacity Building Support: Quarters 2, 3 & 4

74 No of Training Sessions	**450** No of people attending Bolton CVS training
97% % more informed as a result of a Bolton CVS service	**99%** % would recommend CVS
109 Number of micro (<£10k) groups supported	**341** Total number of VCSE Sector groups supported
176 No of people attending the VCSE Forum	**100%** % more informed as a result of the VCSE Forum

COVID 19 continues to have a significant, often negative, impact on the VCSE sector in terms of income generation, loss of staff through furlough and reduced functionality as a result of social distancing measures. The impact on the wellbeing of communities and individuals continues to be significant.



Financial review

Our total funds at 31 March 2021 stand at £2,459,962**,** of which £213,698 is unrestricted funds and £2,246,264 is restricted. Some £668,000 of those restricted funds relates to the book value of the Bolton Hub building.

Reserves policy

The Board of Trustees has examined the charity's need for reserves in light of the main risks to the organisation. The charity needs reserves to protect its current activities, in order to allow the trustees to meet their day-to-day responsibilities and to ensure that it continues to operate on a going concern basis. The trustees consider the minimum level of free reserves needed to achieve this is three to six months' running costs, including salaries.

The level of free reserves at the balance sheet date is as follows, representing almost 6 months of planned unrestricted fund expenditure for 2021/22.

Unrestricted funds at 31 March 2021	£213,698
Less: book value of fixed assets representing unrestricted funds.	£59,764
Less: designated for the development/maintenance of the Bolton Hub and for service development	£30,000
Free reserves at 31 March 2021	**£123,934**

Principal funding sources

Principal funders include Bolton MBC, NHS Bolton CCG, Bolton at Home and Greater Manchester Combined Authority. These organisations either directly funded our work or provided investment for Bolton CVS to distribute as grants and community investments during the year.

Funds generated from rents and other sources of income generation also remain important, though obviously room hire income was massively affected by the pandemic. Our payroll service operated throughout the year but has ended with effect from 6 April 2021. Other fundraising activity during the year was minimal due to the pandemic and no professional fundraisers were employed.

Investment policy

A significant proportion of the charity's funds are to be spent in the short term and a prudent amount has been kept available to maintain a healthy cash flow. We have specific investments held under the Big Bolton Fund which are invested in line with our organisational policy and with approval from the Board of Trustees. Our investments are deemed to be low risk.

Plans for 2021/22:

Bolton CVS' strategic priorities for 2021/22 are:

Strategic Objective 1: Promoting quality and equality in Bolton.

Strategic Objective 2: Building capacity in Bolton.

Strategic Objective 3: Influencing change in Bolton.

Strategic Objective 4: Preparing for the future in Bolton.

Some of the ways we will achieve our strategic aims are via:

Bolton's Fund

The priorities for the Bolton's Fund 2021/22 are in the process of being approved by cabinet. Proposed themes are expected to focus on:

- Mental health and emotional well-being all ages.
- Connecting people - likely to be a small fund supporting informal engagement, conversations, and connections and building confidence for people who have not been getting out.
- An open fund where applications can address any one of Bolton's Fund's 6 priorities.
- Social enterprise and skills.
- Children and young people.
- Health and well-being.
- Community cohesion and community safety.
- An annual festive fund and an environmental fund.
- Community assets development.

All the small community funds are now open and since Covid we are running these on a rolling basis, so groups don't have to wait for a specific opening time or submit for a deadline.

See Bolton CVS Grants: https://www.boltoncvs.org.uk/bolton-CVS-grants

'Big Ticket' events in 2021/22 will include:

Bolton CVS Big Ticket Items 1 April 2021 – 31 March 2022	
Q1	Volunteers Week.
Q2	Bolton CVS AGM.
Q3	Local Charities Day.
Q4	Bolton VCSE Sector Conference and Roadshow.

Responding to emerging need

In order to be responsive to emerging needs as we continue to live with Covid 19, in addition to the work mapped in the 2021/22 Operations Plan (see attached), Bolton CVS will:

- Collaborate with partners to support the VCSE sector to improve digital literacy and inclusion; and create blended online and in person collaboration spaces at The Bolton Hub.
- Further showcase and celebrate the contributions of the VCSE sector organisations and individual volunteers, during the ongoing pandemic
- Continue to monitor easing of social distancing measures in preparation to reintroduce BCVS staff to office/community based work environments.

State of the Sector 2017-2020 Report Launch: A Call to Action

The launch of the State of the Sector 2017-2020 Report will be significant to our work during 2021/22, as it carries an important call to action for Bolton CVS:

The VCSE sector has faced significant challenges as a result of austerity, Brexit and latterly the COVID pandemic. The VCSE has had to respond and adapt quickly to change, to meet increased demand for their services and to work differently to meet the needs of beneficiaries. The sector has shown amazing agility, creativity, passion and commitment in tackling inequalities, which have been brought into sharper focus as a result of the pandemic.

The VCSE sector in Bolton is unique in its diversity - it's an eco-system made up of over 1600 groups and organisations reaching deep into communities. Over 70% of these groups are micro and small and completely volunteer-led and managed, making their contribution even more incredible. The impact of the sector extends to all areas of life – delivering valuable preventative services that keep people well, build stronger communities and environments and empower through education and training. Social enterprise is growing in Bolton, providing greater local employment opportunities and more options to 'buy local', both of which support the local economy.

Volunteering has changed during the pandemic. We have seen a huge response from local people wanting to give their time to support others – both existing volunteers and those completely new to it. We've seen interest and enthusiasm from people from all walks of life and all ages wanting to give something back to their community, to help neighbours, to set up mutual aid initiatives or connect with existing VCSE groups. In Bolton, we have over 58,000 volunteers giving 211,223 hours each week, the equivalent of £104m per annum based on the Real Living Wage. We want to harness that passion and enthusiasm for volunteering and create more opportunities for people of all ages, experiences and backgrounds to get involved in their communities.

The report brings into focus the wealth of social value created by the VCSE sector. It highlights the importance of relationships between the VCSE, Public and Private sectors; in creating strong outcomes for local people through promotion of social action and investment in funding programmes like Bolton's Fund, which not only keep vital services going but also stimulate new community activity.

Whilst there are many positives in the report, it also highlights the fragile nature of the voluntary, community and social enterprise sector in Bolton. The pandemic has had a significant impact on the sector in terms of income generation, use of reserves to keep services going, loss of staff through furlough and reduced ability to connect with members and volunteers, as a result of social distancing measures. The report highlights how the pandemic has brought existing needs, particularly those of BAME communities to the forefront. Issues such as mental health problems, domestic violence and food poverty have all been exacerbated in areas that were already experiencing deprivation, poverty and health inequalities.

This is a call to action for Bolton CVS in ensuring the sector has access to information and support in planning and building services which meet the needs of beneficiaries, promote workforce wellbeing and embrace new and different ways of connecting with people, for example, through use of digital technologies.

It's important that we continue to listen to the sector, value its insights and commit to the principles of co-design, co-production and meaningful collaboration with partners, through commissioning and design of future services.

Statement of Trustees' Responsibilities

The trustees who held office during the year are set out on page 1. The trustees (who are also directors for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

Statement of disclosure to auditors

So far as the directors are aware, there is no relevant audit information of which the company's auditors are unaware. Additionally, the directors have taken all the necessary steps that they ought to have taken as directors in order to make themselves aware of all relevant audit information and to establish that the charity's auditors are aware of that information.

Appointment of auditor

A resolution for the reappointment of R P Smith & Co as auditor for the financial year ending 31 March 2022 will be proposed at the forthcoming Annual General Meeting.

Approval of report

In preparing this report advantage has been taken of the small companies' exemption.

This report was approved by the board and signed on its behalf by:

I Ismail
Chair **9 September 2021**

INDEPENDENT AUDITORS' REPORT
TO THE MEMBERS OF BOLTON COMMUNITY AND VOLUNTARY SERVICES
YEAR ENDED 31 MARCH 2021

Opinion

We have audited the financial statements of Bolton Community and Voluntary Services for the year ended 31 March 2021 which comprise the statement of financial activities, the balance sheet, statement of cash flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is 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).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2021 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of Companies Act 2006.

Basis of opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion based on the work undertaken in the course of our audit:

- the information given in the trustees' report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception
In light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees
As explained more fully in the statement of trustees' responsibilities, the trustees (who are also directors of Bolton Community and Voluntary Services for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements
Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities including fraud. Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the charitable company through discussions with trustees and other management, and from our commercial knowledge and experience of the charity sector;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charity, including the Companies Act 2006, taxation legislation and data protection, employment, environmental and health and safety legislation;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

INDEPENDENT AUDITORS' REPORT
TO THE MEMBERS OF BOLTON COMMUNITY AND VOLUNTARY SERVICES
YEAR ENDED 31 MARCH 2021

We assessed the susceptibility of the company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships;
- tested journal entries to identify unusual transactions; and
- assessed whether judgements and assumptions made in determining the accounting estimates were indicative or potential bias.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of meetings of those charged with governance;
- enquiring of management as to actual and potential litigation and claims; and
- reviewing correspondence with relevant regulators and the company's legal advisors.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the directors and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect that those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report
This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the members as a body, for our audit work, for this report, or for the opinion we have formed

Simon J Worswick FCA, Senior Statutory Auditor
For and on behalf of RP Smith & Co Limited
Chartered Accountants and Statutory Auditors
2 Southport Road, Chorley, Lancashire PR7 1LB **9 September 2021**

BOLTON COMMUNITY AND VOLUNTARY SERVICES

STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 MARCH 2021

	Notes	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Unrestricted funds £	2020 Restricted funds £	2020 Total funds £
Income							
Donations and legacies	2	-	20	20	748	-	748
Charitable activities	2	-	2,282,854	2,282,854	56,137	2,193,300	2,249,437
Other trading activities	2	157,358	-	157,358	130,243	0	130,243
Investments		-	2,125	2,125	-	4,490	4,490
Total income		157,358	2,284,999	2,442,357	187,128	2,197,790	2,384,918
Expenditure							
Raising funds	4	83,122	10,737	93,859	127,059	2,087	129,146
Charitable activities	4	122,771	2,049,777	2,172,548	155,057	1,404,777	1,559,834
Total expenditure		205,893	2,060,514	2,266,407	282,116	1,406,864	1,688,980
Net income/(expenditure) before transfers	3	(48,535)	224,486	175,950	(94,988)	790,926	695,938
Transfers	14	93,282	(93,282)	-	48,082	(48,082)	-
Net movements after transfers		44,747	131,203	175,950	(49,906)	742,844	695,938
Funds brought forward		168,951	2,115,061	2,284,012	215,857	1,372,217	1,588,074
Funds carried forward	14	213,698	2,246,264	2,259,962	168,951	2,115,061	2,284,012

This statement also comprises an Income and Expenditure Account. All of the charity’s activities are classed as continuing.

BOLTON COMMUNITY AND VOLUNTARY SERVICES

BALANCE SHEET AS AT 31 MARCH 2021

	Notes	2021 £	2020 £
Fixed assets			
Tangible assets	7	728,146	744,819
Investments	8	195,783	195,783
		923,929	940,602
Current assets			
Debtors	9	136,936	207,667
Cash at bank and in hand		1,582,673	1,214,393
		1,719,609	1,422,060
Creditors: amounts falling due within one year	10	(177,576)	(66,650)
Net current assets		1,542,033	1,355,410
Total assets less current liabilities		2,465,962	2,296,012
Creditors: amounts falling due After more than one year	11	(6,000)	(12,000)
Net assets	12	2,459,962	2,284,012
Funds			
Unrestricted funds	13	213,698	168,951
Restricted funds	13	2,246,264	2,115,061
Total funds		2,459,962	2,284,012

These financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the board on 9 September 2021 and signed on its behalf by:

D Kay
Treasurer

Company registration number: 2615057

BOLTON COMMUNITY AND VOLUNTARY SERVICES

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2021

	2021 £	2020 £
Reconciliation of net income to net inflow from operating activities		
Net income for the year	175,950	695,938
Adjustments for:		
Depreciation	16,673	17,908
Investment income	(2,125)	(4,490)
Decrease/(increase) in debtors	70,731	(135,996)
Increase/(decrease) in creditors	110,926	(138,629)
Net cash provided by operating activities	372,155	434,731
Cash inflow/(outflow) from investing activities		
Investment income received	2,125	4,490
Additions to investments held	-	-
Purchase of tangible fixed assets	-	(5,245)
Loan repayments made	(6,000)	(6,000)
Net cash (used in) or generated from investing activities	(3,875)	(6,755)
Net increase in cash and cash equivalents in the year	368,280	427,976
Cash and cash equivalents brought forward	1,214,393	786,417
Cash and cash equivalents carried forward (see below)	1,582,673	1,214,393
Analysis of cash and cash equivalents		
Cash at bank and in hand	2,296	1,000
Cash in short term deposit accounts	1,580,377	1,213,393
	1,582,673	1,214,393

1. Accounting policies

Bolton Community and Voluntary Services (Bolton CVS) is a private company limited by guarantee and incorporated in England and Wales. Its registered office is The Hub, Bold Street, Bolton.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006, 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)" (as amended for accounting periods commencing from 1 January 2016). The charity is a public benefit entity as defined by FRS 102.

The accounts are prepared in sterling, which is the functional currency of the charity. The accounts have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern basis

At the time of approving the accounts the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The trustees therefore continue to adopt the going concern basis of accounting in preparing the accounts.

1.3 Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives. Designated funds are unrestricted funds which the trustees decide should be set aside for specific projects or purposes.

Restricted funds are subject to specific conditions imposed by donors as to how they may be used. Expenditure which meets these criteria is allocated against the relevant fund.

1.4 Income, including grants

Income is recognised on a receivable basis and is reported gross of related expenditure. Income is recognised when the charity has entitlement to the funds, any performance conditions have been met or are fully within the control of the charity, it is probable that the income will be received and the amount can be measured reliably.

Grants are generally recognised on receipt, or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. Grant income received or invoiced in the period which relates to a performance-related condition fulfilled in a later period is deferred to that later period. A grant that specifies performance conditions is recognised in income when the performance conditions are met.

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

Income from services such as payroll and training is recognised once the service has been provided, whilst income from rent of office space and room hire is recognised in the period to which the rental relates.

Income from other fundraising activities is recognised once the event has taken place and monies have been received. Donations are recognised once the charity has been notified of the gift, unless conditions require the deferral of the amount.

1.5 **Expenditure**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to that category. 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.

Costs of raising funds comprise the costs of trading and similar activities and the associated support costs of those activities. Such activities include payroll and training services, renting of offices and hire of rooms.

Charitable expenditure comprises those costs directly incurred by the charity in the delivery to beneficiaries of its core activities and services, including grants administration. The support costs associated with delivery of these activities and services is also included.

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

Support costs include those central functions which assist the work of the charity but do not directly undertake charitable activities. They are allocated to the activity cost categories on bases consistent with the use of the resources, as set out in note 3.

1.6 **Transfers between funds**

Transfers between funds arise when expenditure is incurred in one fund which can be funded or part-funded by income of another fund. Transfers may also be made from unrestricted funds to clear excess expenditure over income arising in restricted funds.

1.7 **Pensions**

The company subscribes to a defined contribution scheme covering the majority of its permanent employees. The assets of the scheme are held separately from those of the charity. The pension costs charged in the financial statements represent the contributions payable by the company during the year.

1.8 **Operating leases**

Operating lease rentals are charged to the Statement of Financial Activities as incurred.

1.9 **Tangible fixed assets**

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost of each asset over its estimated useful life, taking into account estimated residual value, as follows:

Freehold building	-	straight line over 100 years
Telephone equipment	-	straight line over 3 years
Furniture, fittings and equipment	-	25% pa on a reducing balance basis
Computer equipment	-	25% pa on a reducing balance basis

1.10 **Investments**

The charity’s investments comprise of bank deposits. Income from these investments is recognised when the conditions for receipt of the income are met and there is adequate certainty of receipt (see Note 1.4).

1.11 **Debtors**

Trade and other debtors are recognised at the settlement amount due.

1.12 **Cash at bank and in hand**

Cash at bank and in hand includes cash and short term highly liquid bank deposits.

1.13 **Creditors**

Creditors are recognised when 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 can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

Deferred income is income which is included in the year in debtors or has been received into the bank, but which relates to a subsequent period, such as a grant relating specifically to a future period. It is recognised in the Statement of Financial Activities of that period.

1.14 **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.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets
Basic financial assets, such debtors and cash and bank balances (including bank deposits held as fixed asset investments), are accounted for as per notes 1.11 and 1.12.

Basic financial liabilities
Basic financial liabilities, which include creditors, are recognised as per note 1.13.

2. Details of incoming resources

	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
Donations and legacies				
Small donations, grants and returned grants	-	20	20	748
	-	20	20	748
Income relating to charitable activities				
GMCVO Ambition for Ageing	-	-	-	100,000
BMBC Adult Services - Carers' Grants	-	-	-	9,000
BMBC Chief Executive's Department	-	200,000	200,000	198,403
BMBC Strategic Health Development	-	282,135	282,135	60,971
BMBC Standing Together	-	121,000	121,000	92,480
BMBC Small Grants and other	-	47,500	47,500	30,491
BMBC - Bolton's Community Fund	-	894,233	894,233	400,000
Bolton at Home	-	74,523	74,523	312,041
NHS Bolton CCG	-	69,019	69,019	880,701
NHS Bolton Hospital FT	-	70,031	70,031	-
Eric Wright	-	-	-	15,000
Greater Manchester Combined Authority	-	480,000	480,000	75,000
Other grants	-	44,413	44,413	75,350
	-	2,282,854	2,282,854	2,249,437
Other trading and income generating activities				
Rents and room hire	86,553	-	86,553	109,693
Payroll, training and other income	70,805	-	70,805	20,550
	157,358	-	157,358	130,243

Payroll, training and other income of £70,805 above includes support grants of £59,262, of which £15,521 is job support grants.

3. Net income for the year

This is stated after charging:	2021 £	2020 £
Depreciation	16,673	17,908
Auditor's fees (including VAT)	4,140	4,020

4. Expenditure

	2021	2020
	£	£
Raising funds		
Employment costs	44,642	66,693
Depreciation charges	5,166	3,966
Fundraising resources and other trading costs	13,114	10,462
Insurance, telephone, office costs and IT	10,470	13,890
Premises and utility costs	20,467	29,975
Publicity and communication	-	2,947
Other expenditure, including volunteer costs	-	1,213
	93,859	129,146
Charitable activities		
Grants payable (note 16)	1,506,707	785,592
Partnership and similar costs	14,248	141,262
Employment costs	566,448	517,930
Bank charges, loan interest and similar costs	997	1,266
Depreciation charges	11,507	13,942
Insurance, telephone, office costs and IT	29,879	33,732
Meetings and travel costs	1,499	4,251
Premises and utility costs	8,170	10,747
Publicity and communication	344	15,223
Subscriptions, consultancy and professional fees	22,487	26,150
Training costs	7,840	7,509
Other expenditure, including volunteer costs	2,422	2,230
	2,172,548	1,559,834

Support costs and governance costs

Included above are support costs of £99,787 (2020 £89,275) in respect of salaries, premises costs, IT expenditure and legal and professional fees, amongst other things, which are necessary to underpin the services which Bolton CVS provides. Governance costs of £6,408 (2020 £6,270) are included in the expenditure on charitable activities.

Staff costs and numbers

Staff costs were as follows:

	2021	2020
	£	£
Salaries, benefits and secondment	543,353	514,791
National insurance costs	34,113	37,311
Employer’s pension contributions	33,624	32,521
	611,090	584,623

The average number of employees was 29 (2020: 27), consisting of 24 (2020: 22) service staff and 5 (2020: 5) management and administration staff. No employee received emoluments of more than £60,000. The total of remuneration and benefits applicable to key management personnel, excluding national insurance cost, was £121,453 (2020 £136,121).

5. Pension costs

The charity subscribes to a defined contribution pension scheme in respect of the majority of its permanent employees. The scheme and its assets are held by independent managers. The pension costs shown in note 5 represent contributions due from the company in the year.

6. Trustees and other related parties

With the exception of the following, the trustees received no remuneration or benefits during the year, nor were any trustees' expenses reimbursed.

The charity's main insurance policy includes an element of trustee indemnity taken out for business purposes and not as a benefit to the trustees.

Due to the nature of the charity's transactions, there are numerous transactions with other charities and organisations with which some of the trustees have an association. These are undertaken on an arm's length basis, which the charity is able to demonstrate.

The Treasurer, Mr D Kay, is a part-owner of Beech Business Services Limited, which provided accounting services to the value of £1,938 plus VAT during the year (2020 £2,399). Nothing was owing to Beech Business Services at year end. These services are provided on an arm's length basis and approved by the Board of Trustees.

7. Tangible fixed assets

	Freehold property	Computer & telephone equipment	Furniture, fittings & equipment	Total
	£	£	£	£
Cost				
At 1 April 2020	750,000	36,880	52,688	839,568
Additions	-	-	-	-
Disposals	-	-	-	-
At 31 March 2021	750,000	36,880	52,688	839,568
Depreciation				
At 1 April 2020	45,000	26,803	22,946	94,749
Charge for the year	7,500	2,520	6,653	16,673
On disposals	-	-	-	-
At 31 March 2021	52,500	29,323	29,599	111,422
Net book value				
At 31 March 2021	697,500	7,557	23,089	728,146
At 31 March 2020	705,000	10,077	29,742	744,819

8. Investments

Cash investments at cost	Total

	£
At start of year	195,783
Additions	-
At end of the year	195,783

9. Debtors

	2021 £	2020 £
Trade debtors	128,871	199,862
Prepayments	7,677	7,805
Other taxes and social security	388	-
	136,936	207,667

10. Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	25,266	13,393
Accruals and deferred income	145,942	43,130
Other creditors	368	4,127
BMBC loan	6,000	6,000
	177,576	66,650

11. Creditors: amounts falling due after more than one year

	2021 £	2020 £
BMBC loan (element payable in 2 -5 years)	6,000	12,000

12. Analysis of net assets between funds

At 31 March 2021:	Unrestricted funds £	Restricted funds £	Total £
Tangible fixed assets	59,764	668,382	728,146
Investments	18,000	177,783	195,783
Net current assets	141,934	1,400,099	1,542,033
Long term liabilities	(6,000)	-	(6,000)

	213,698	2,246,264	2,459,962
At 31 March 2020:			
Tangible fixed assets	69,110	675,709	744,819
Investments	18,000	177,783	195,783
Net current assets	93,841	1,261,569	1,355,410
Long term liabilities	(12,000)	-	(12,000)
	168,951	2,115,061	2,284,012

13. Movements in funds

	Balance at 31.03.19	2019/20 Income	2019/20 Expenditure	2019/20 Transfers	Balance at 31.03.20	2020/21 Income	2020/21 Expenditure	2020/21 Transfers	Balance at 31.03.21
Restricted funds	**£**	**£**	**£**	**£**	**£**	**£**	**£**	**£**	**£**
BMBC VC infrastructure support	-	166,667	(166,605)	-	62	200,000	(200,000)	-	62
Engagement	4,774	8,965	(13,738)	-	1	(1)	-	-	-
Strategic Health Development	30,585	60,971	(89,356)	-	2,200	102,135	(70,119)	(6,597)	27,619
BMBC Small Grants	7,639	13,375	(16,014)	-	5,000	42,054	(33,084)	(3,000)	10,970
Big Bolton Fund Small Grants	12,701	4,490	(17,138)	-	53	2,145	-	-	2,198
Big Bolton Fund Investment	194,052	-	-	-	194,052	-	-	-	194,052
Bolton Literacy Trust	9,742	-	(240)	-	9,502	-	-	-	9,502
Grants for Other Groups	11,340	135,764	(92,653)	(6,890)	47,561	23,500	(19,619)	(3,750)	47,692
ETAG	233	7,949	(7,845)	-	337	7,613	(7,950)	-	-
Bolton at Home Peer Navigators	67,926	233,041	(54,595)	(5,167)	231,205	58,683	(66,837)	(9,125)	213,926
Bolton at Home Community Investments	-	82,560	(31,355)	(5,560)	45,645	15,840	(25,242)	(5,400)	30,843
Bolton's Fund Community Investment	839	406,440	(50,034)	-	357,245	1,074,233	(1,110,478)	-	321,000
The Hub Building Fund	683,082	-	(7,376)	-	675,706	-	(7,328)	-	668,378
Ambition for Ageing	78,582	100,000	(142,799)	(15,009)	20,774	-	(1,592)	-	19,182
NHS Bolton CCG – Thrive/CYP MH	95,070	200,810	(95,903)	-	199,977	-	(112,887)	(1,681)	85,409
Transformation Fund: CANS/CIP/Co-design	96,356	566,914	(493,450)	(500)	169,320	19,859	(43,337)	(20,000)	125,842
NHS Bolton CCG – VCSE Commissioning	-	-	-	-	-	41,548	(7,747)	(450)	33,351
BMBC Standing Together programme	70,000	92,480	(83,976)	(11,726)	66,778	121,000	(117,621)	(7,000)	63,157
NHS Bolton Foundation Trust	-	37,364	(27,555)	(1,730)	8,079	54,031	(30,268)	(23,829)	8,013
GM Combined Authority VRU	-	75,000	(754)	-	74,246	480,000	(167,682)	(9,375)	377,189
Other grants	9,296	15,000	(15,478)	(1,500)	7,318	42,359	(38,723)	(3,075)	7,879
	1,372,217	2,197,790	(1,406,864)	(48,082)	2,115,061	2,284,999	(2,060,514)	(93,282)	2,246,264
Unrestricted funds									
General Fund	215,857	187,128	(282,116)	48,082	168,951	157,358	(205,893)	93,282	213,698
Total funds	1,588,074	2,394,918	(1,688,98	-	2,284,012	2,442,357	(2,266,407	-	2,459,96

0)	)	2

Transfers between funds generally represent charges made for the management of a particular fund in line with the conditions of the funding provided.

14. Information about restricted funds

BMBC VC Infrastructure Support is a VCSE contract secured with BMBC 2019. It is focused on providing tailored development support to VSCE sector groups and organisations and delivering Bolton's volunteering support offer.

Strategic Health Development: funding is provided through Bolton Council (Public Health) in order to promote communication and develop stronger partnership working between the voluntary and community sector in Bolton and other statutory health and social care partners.

BBF Small Grants and Bolton's Fund Community Investments: funds which Bolton CVS manages on behalf of others to award as community grants within Bolton. Primarily these funds come from Bolton Council's Chief Executive's Department, with additional contributions this year from The Sir James and Lady Scott Trust and MBDA.

Big Bolton Fund Investment: income donated to Bolton CVS to invest in order to produce revenue to award as grants and investment in Bolton.

Big Bolton Fund Small Grants: the income generated from the Big Bolton Fund Investment account which is awarded as grants in Bolton.

Bolton Literacy Trust: this is a one-off donation to promote literacy, numeracy and ICT skills through grants, bursaries, and support for the training programme based at the Hub and support of Bolton Book Appeal.

The Hub Building Fund: this represents funds transferred into Bolton CVS from Bolton Trinity Centre Ltd. on the merger of the two organisations in 2014/15, less any depreciation charges made on the building and other tangible fixed assets which are represented by the fund. The fund is a restricted one as it represents assets originally acquired by Bolton Trinity Centre via grants from Big Lottery, Neighbourhood Renewal Fund, NLDC, ERDF and The Sir James and Lady Scott Trust. The fund will be reduced each year by the depreciation charged on the tangible fixed assets concerned.

Ambition for Ageing: this programme is funded by a grant received from The Big Lottery and money from GMCVO. It represents an approach to social isolation that places older people at its centre, ensuring their contribution to civic, cultural and economic life is maximised and fully recognised across the Borough.

NHS Bolton CCG provides funding for Thrive, which is an alliance approach to improving access to early intervention and preventative support for the children and young people's mental health service, and for an 18-month apprenticeship pilot funded through Greater Manchester Health and Social Care Partnership's Transformation Fund, testing a VCSE sector-led place-based health and care focused apprenticeships model.

Bolton at Home provides funding to undertake a range of projects, including building knowledge and awareness of social value, increasing access to volunteering and distributing their Community Investments Grant Programme and Tonge Big Local Investments Programme.

Transformation Fund income funded predominantly the distribution of the Health and Wellbeing Community Investments and the Community Asset Navigator Programme.

NHS Bolton Foundation Trust funding is for a project to increase the Foundation Trust's connectivity with Bolton's VCSE sector. It invests in capacity to deliver specific projects and coordinate co-design and communication between the Trust and the VCSE sector.

GM Combined Authority Violence Reduction Unit funding is to deliver a project on behalf of 10GM, developing community-led approaches in six different locations across Greater Manchester.

Other funds include a two year Engagement Officer post, which is being funded by Bolton and South Lancashire Community Rail Partnership, and a grant received from Forever Manchester, which funded a six month Divers Communities Engagement Worker post.

15. Controlling interests

No controlling party has been identified.

16. Grants payable

Recipients of £1,500 or more

39th Bolton Mount Scouts	£2,960
39th Bolton Mount Scouts	£1,798
84 Youth	£12,980
Action Together	£1,500
Age UK Bolton	£3,300
Age UK Bolton	£2,688
Ainsdale Road Comm Assoc - Bolton Diggers	£1,600
Angels Dance	£3,097
Anne Frank Trust	£3,378
Asian Elders RC	£3,300
Baby Basics	£7,900
Backup NW	£5,000
BAND	£27,000
BAND	£3,300
Befriending Refugees & Asylum Seekers	£9,000
Benefit Mankind	£5,000
Blackrod Cricket Club	£5,000
Blackrod Sports & Community Centre	£5,000
Blackrod Sports & Community Centre	£5,000
Blackrod Sports & Community Centre	£4,775
Blackrod Sports & Community Centre	£1,500
BME Women's Network	£4,900
Bolton & South Lancashire Community Rail Partnership	£2,100
Bolton Advice Centre	£3,990
Bolton Advice Centre	£2,770
Bolton at Home	£50,000
Bolton Bridges Adullam	£3,780
Bolton Carers Support	£3,300
Bolton Carers Support	£2,688
Bolton Council of Mosques	£13,796
Bolton Council of Mosques	£10,377
Bolton Deaf Society	£4,200
Bolton Deaf Society	£25,000
Bolton Dementia Support Group	£20,000
Bolton Dementia Support Group	£3,300
Bolton FM	£1,560
Bolton Guild of Help	£10,000
Bolton Hindu Forum	£9,177
Bolton Hindu Forum	£2,633
Bolton Hindu Forum	£2,000
Bolton Hospice	£2,688
Bolton Interfaith Council	£11,817
Bolton Interfaith Council	£2,860
Bolton Ladies Football Club	£5,000
Bolton Lads & Girls Club	£28,150
Bolton Lads & Girls Club	£15,671
Bolton Lads & Girls Club	£15,000

Bolton Lads & Girls Club	£12,838
Bolton Mandhata Youth	£2,000
Bolton Nice	£3,207
Bolton North East Wildlife Trail	£2,710
Bolton Pride	£4,500
Bolton Smart Enterprise CIC	£1,500
Bolton Solidarity Community Association	£10,705
Bolton Solidarity Community Association	£8,760
Bolton Solidarity Community Association	£8,500
Bolton Solidarity Community Association	£4,460
Bolton Solidarity Community Association	£2,430
Bolton Solidarity Community Association	£2,000
Bolton Station Community Development Fund	£4,000
Bolton Together	£100,000
Bolton United Community Group	£5,000
Bolton Wanderers Community Trust	£3,300
Bolton Wanderers Community Trust	£2,526
Bolton Wanderers Community Trust	£15,327
Bolton Wanderers Community Trust	£48,547
Breakdown Bolton	£3,743
Breaking Barriers	£22,000
Bright Leaders CIC	£5,000
BSURF	£1,500
Caritas Salford	£12,838
Changing Life Directions	£1,517
Changing Life Directions	£1,500
Choices Youth Support Group	£4,850
Chris Movement CIC	£5,000
Christian Cohesion	£9,377
Claremont Youth Project	£15,026
Elite Community Hub	£5,885
Emmaus	£15,000
Endeavour - Paws for Kids	£27,000
Endeavour -Paws for Kids	£9,150
Endeavour -Paws for Kids	£4,666
Evolve Community Group	£2,066
FC Quebec Park Rangers	£4,567
FC Quebec Park Rangers	£4,360
Flowhesion Foundation	£5,000
Flowhesion Foundation	£2,000
Flowhesion Foundation	£1,688
Flowhesion Foundation	£1,500
Forest Frontiers CIC	£5,000
Fortalice	£24,612
Fortalice	£18,848
Fortalice	£12,000
Fortalice	£2,499
Friends of Cutacre Country Park	£9,770
Gaydio CIC	£1,500
Good Companions	£5,000
Good Companions	£3,000
HAFWAY	£12,365

Harmony Youth Project	£2,525
Headspace Bolton	£20,000
Henshaws Society for Blind People	£21,000
Hideaway Youth Project	£16,726
Horwich Carnival Committee	£5,000
Horwich Harvest Project	£2,785
Horwich Ride Social	£2,620
Horwich RMI Harriers	£8,846
Inspire Serving Your Community -	£2,200
Kaalmo Welfare Trust	£4,800
Kingdon Palace Outreach	£1,600
Kings Church Centre	£4,691
Kings Community	£5,000
Lancashire Wildlife Trust	£18,430
Live From Worktown	£9,000
Live From Worktown	£4,691
Local Shop OnLine	£9,892
M A Mission Learning Centre	£1,500
Mandhata Community Centre	£6,000
Mandhata Community Centre	£2,000
Masakhane	£3,900
MhIST	£15,000
Odd Arts	£10,472
Over 50s Lads Club	£1,500
Pike Lane Community Club	£1,688
Raise The Youth	£2,430
Raise The Youth	£31,640
Reach Family Project	£15,912
Reach Family Project	£5,000
Red Folio	£9,992
Rio Ferdinand Project	£7,828
Sabden Growers	£1,800
Sam's Warriors	£4,560
Senior Solutions	£20,000
Senior Solutions	£1,500
Seven Saints Parish	£3,375
SLBCUK	£1,500
Stand Up Sisters	£3,500
Street Games	£4,950
Supporting Factors CIC	£1,910
Talk Changes	£5,000
The CPR Group	£6,000
The Great Lever Voice	£1,958
The Proud Trust	£25,000
Trust Music	£1,500
Urban Outreach	£50,000
Urban Outreach	£17,420
Urban Outreach	£15,000
Urban Outreach	£2,688
WAVE Adventure	£5,390
WAVE Adventure	£19,070
WAVE Adventure	£25,000

Westhoughton Assist Service	£2,260
Westhoughton Vision	£5,000
Women's Federation WPY	£1,500
Youth Leads	£19,800
Youth Leads	£3,000
Zaks Bar / The Sycamore Project	£25,000
Zaks Bar / The Sycamore Project	£4,940
Total for recipients of £1,500 or more	**£1,411,755**
Total for recipients of under £1,500 (181 grants)	**£94,952**
Total value of grants awarded	**£1,506,707**

Bolton Community and Voluntary Services (CVS)
Registered Charity No: 1003123
Registered Company No: 2615057
The Bolton Hub
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