

COUNCIL FOR VOLUNTARY SERVICE (MEDWAY)

England & Wales · Charity number 1042475

Details

Other names	MEDWAY COUNCIL FOR VOLUNTARY SERVICE, CVS (MEDWAY), MEDWAY VOLUNTARY ACTION
Status	Registered
Legal form	Charitable company
Company number	02987866
Registered	1994-12-01
Register	View on the Charity Commission register

Contact

Address	The Joiners Shop The Historic Dockyard Chatham Kent ME4 4TZ
Phone	01634812850
Email	jane@mva.org.uk
Website	www.mva.org.uk

Activities

Objects: TO PROMOTE ANY CHARITABLE OBJECT OR PURPOSE FOR THE BENEFIT OF THE COMMUNITY, PRIMARILY BUT NOT EXCLUSIVELY, WITHIN THE MEDWAY AREA AND IN PARTICULAR, BUT NOT EXCLUSIVELY:1) TO PROVIDE, OR ASSIST IN THE PROVISION OF, AND DEVELOPMENT OF FACILITIES IN THE INTEREST OF SOCIAL WELFARE, INCLUDING SOCIAL ACTIVITIES, WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE LOCAL COMMUNITY;2) TO PROVIDE FOR THE PROTECTION OF HEALTH AND THE RELIEF OF POVERTY DISTRESS AND SICKNESS 3) TO ADVANCE EDUCATION AND LEARNING.

Activities: Services and support for local voluntary groups and organisations which includes: identifying, co-ordinating and providing training ensuring full participation for disadvantaged groups, networking and building partnerships, Advice, information and resources, infrastructure support, Development, support and management of projects

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information, Acts As An Umbrella Or Resource Body
- **What:** General Charitable Purposes, Education/training, Economic/community Development/employment, Other Charitable Purposes
- **Who:** Other Charities Or Voluntary Bodies

Geography

- **Area of benefit:** PRIMARILY, BUT NOT EXCLUSIVELY, WITHIN THE MEDWAY AREA
- Medway

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£873,441	£812,146	£818,728	20
2023-12-31	£820,349	£793,500	£757,433	17
2022-12-31	£581,100	£563,216	£730,584	14
2021-12-31	£465,534	£362,420	-	-
2020-12-31	£318,941	£335,555	-	-

Trustees

Name	Role	Appointed
PETER CHARLES STOKES	Chair	
Dr David Roger Stokes		2024-11-07
GORDON DAVID VIGGERS		2014-10-10
Lawrence John McVeigh		2018-11-20
Michelle Trumper-Leitourgi		2024-11-07
Stephen Dennis Danton		2022-11-15
Stephen Milford-Kemp		2020-11-26

COUNCIL FOR VOLUNTARY SERVICE (MEDWAY)

England & Wales - Charity number 1042475

Accounts

Registered number: 02987866
Charity number: 1042475

Council for Voluntary Service (Medway)

Operating as:

Medway Voluntary Action
(A company limited by guarantee)

Unaudited

Trustees' report and financial statements

For the year ended 31 December 2024

Medway Voluntary Action
(A company limited by guarantee)

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Medway Voluntary Action
(A company limited by guarantee)

Reference and administrative details of the Company, its Trustees and advisers
For the year ended 31 December 2024

Trustees	P C Stokes, Chairman T A Clarke, Vice Chair G Viggers A R R Graham J D McConville L McVeigh S D Danton S Milford-Kemp D R Stokes (appointed 7 November 2024) L Parker (appointed 7 November 2024) M Trumper (appointed 7 November 2024) L Riley (resigned 8 February 2024)
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Company registered number	02987866
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Charity registered number	1042475
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Registered office	MVA at Age UK Kent Rivers Second Floor South Fitted Rigging House South Anchor Wharf, The Historic Dockyard Chatham, Kent ME4 4TZ
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Chief executive officer	J Howard
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Accountants	Kreston Reeves LLP Chartered Accountants Maritime Place Quayside Chatham Maritime Chatham Kent ME4 4QZ
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Bankers	Co-operative Bank plc 6 Olympic Court Montford Street Salford M5 2QP
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Independent Examiner	Samantha Rouse Kreston Reeves LLP Maritime Place Quayside Chatham Maritime Chatham, Kent ME4 4QZ
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Medway Voluntary Action
(A company limited by guarantee)

Trustees' report
For the year ended 31 December 2024

The Trustees present their annual report together with the financial statements of the Medway Voluntary Action for the year 1 January 2024 to 31 December 2024. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019). As a result of a re brand in August 2014, the company is now operating as Medway Voluntary Action (MVA), the name contained within the rest of this report.

Since the Company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Policies and objectives

The principal objects of the company are to promote any charitable object or purpose for the benefit of the community, primarily but not exclusively, within the Medway area and in particular, but not exclusively, the following:

1. The provision, or assistance in the provisioning of, the development of facilities in the interest of social welfare, including social activities, with the object of improving the conditions of life for the local community.
2. To provide for the protection of health, and the relief of poverty, distress and sickness.
3. The advancement of education and learning.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

b. Strategies for achieving objectives

MVA is a local development support organisation that leads, facilitates and supports a thriving Voluntary, Community Social Enterprise & Faith sector (VCSEF) in Medway and Swale.

Our mission is to:

Be a catalyst for social change to support and empower Medway and Swale communities to come together to help improve lives and solve problems that are important within their communities.

Our strategic aims are:

- To be a central hub of information, support and guidance
- To seed and nurture sustainable local projects
- To be the mandated voice of the VCS to influence local services, represent its views and facilitate cross sector dialogue
- To maximise opportunities for income generation, funding and sustainability for the VCS

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Trustees' report (continued)
For the year ended 31 December 2024

Objectives and activities (continued)

c. Activities undertaken to achieve objectives

Established in 1989 and now embedded within Medway's communities for over 35 years, MVA has a strong history of supporting and representing Voluntary, Community, Social Enterprise and Faith (VCS or VCSEF) organisations in Medway and now increasingly in Swale and into Kent.

MVA continues to work towards a Medway and Swale where communities are active, empowered and connected. We support local not-for-profit organisations, groups and community members to develop skills, build resources and amplify their voice.

2024 was another impactful year for MVA and the communities we serve. We would like to share our latest Impact Report on the link below to evidence what we have been doing for, and with the VCSEF (Voluntary, Community, Social Enterprise and Faith Sector) in Medway and Swale to 'grow' the Sector and increase capacity to effectively deliver to our 'least served' communities.

<https://bit.ly/448JV2g>

The following is a more detailed account of the work streams undertaken by MVA.

Infrastructure Contract

MVA successfully secured another 3 + 1 + 1 year contract which commenced on 01 January 2024.

The three key objectives for this contract continue to be:

1. Community Capacity building
2. Engagement & Representation, Promotion & Networking
3. Development of Volunteering

Our infrastructure service, commissioned by Medway Council, continues to deliver excellent value for the local sector and the Medway communities that we serve. Along with delivering direct support to local VCSEF organisations, we provide permanent secretariat for the VCS Leaders Network and the Faith Leaders Network – both independent networks of leaders working collaboratively on a strategic level to achieve the best possible outcomes for local people. As part of the Better Together Consortium, this contract reflects Medway Council's long-standing commitment to cross-sector working to optimise how we serve Medway.

Year on year trends show marked improvement in outcomes some of which are featured below:

- MVA supported 731 unique organisations with Income generation, Governance & Back-office support, many on more than one occasion
- 55,140 interactions throughout the year
- We supported 18 new start - up organisations in 2024
- 101 attendances at our Funding Club which met online on 9 occasions during 2024. Topics included
 1. Generous Leadership Top Tips on funding applications, Dos, Don'ts, Pointers
 2. Easy Fundraising
 3. Planning Fundraising
 4. Kent Community Foundation
 5. Networking sessions – collaborative working
 6. Sell the sizzle not the sausage – Professor Beth Breeze
 7. Data and Health Inequalities Part 1
 8. Data and Health Inequalities Part 2
- We delivered 42 1:1 session on Fundraising and Governance support. The topics covered included: full cost recovery, links to various governance and fundraising sites, support with refused Charity set up applications, charitable purposes, Public Benefit, top tips on funding applications and reference for funding applications.

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Trustees' report (continued)
For the year ended 31 December 2024

Objectives and activities (continued)

- MVA have helped 78 organisations we support to successfully secure over £1 Million into the sector, during 2024

Here is some of the feedback we have received from the Funding Club sessions:

"Illuminating.. Impressive.. Excellent Support and Advice..." The MVA Funding Club returns for 2024 "It's like a hug in a mug!"

The Funding surgeries and Funding drop-in sessions offering 20-minute support also continue once per month.

Volunteering and Medway Volunteer Network (MVN)

MVA continue to support the sector with volunteer recruitment and promotion. We held a highly successful Volunteers Fair as part of 2024 Volunteers Week at Rochester Baptist Church in June 2024. Here is some of the feedback we received from VCSEF organisations attendees at this event:

"We met people interested in volunteering and potential clients! We had 'goodie' bags already made up and had to create more! A lot of interest from organisations and residents of the area."

"We made lots of helpful contacts with other organisations, and it helped raise awareness of what we do, especially with local Councillors and the Mayor."

Joy Marketplace. A social prescribing directory of services for Medway and Swale

MVA is proud to continue our work with Medway Council and Medway and Swale Health and Care Partnership to deliver Project Joy! The Joy Marketplace is an online digital platform which supports social prescribing and sign-posting, connecting GP surgeries with social prescribers to the VCSEF. Access to Joy can be found here: [Search results - Joy](#)

Medway Council working with Medway and Swale Health and Care Partnership (H&CP) established a 5-year plan to see 10,000 social prescriptions but noted a risk that the VCSEF would struggle to meet the demand and so wanted to develop a funding strategy to support the sector.

This was designed to enable unrestricted funding payments of £30 for each qualifying referral made through the Joy system supporting sustainability within the sector. In addition, Seed Funding has delivered more substantial grants of up to £5000 to eligible VCSEF organisations wanting to work with social prescribers as together they provide for gaps in provision.

In 2024 the initiative has:

- helped over 1450 direct engagements from January 2024
- 194 VCSEF groups worked with and 13 supported activities/events through seed funding
- Total paid to the VCSEF so far is £68,173.05 (2024)

Quote from Link worker – Live Well Kent

"Joy has made my job a million times easier, and quicker! The referral process to so many organisations is now so easy, especially with the ability to put in their NHS number and all the clients' information comes up – this has saved me so much time!"

North Kent Training Service

MVA continue to monitor the needs of the VCS and the overall training landscape. We offer in-house training opportunities for organisations requiring this or externally source, online training resources here www.mva.org.uk/training/free-training-resources

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Trustees' report (continued)
For the year ended 31 December 2024

Objectives and activities (continued)

Cost-of-Living Resources

MVA work with the VCSEF sector, to work together to support the organisations and local community we serve. Our website has a dedicated section to share support in Medway.

- Local residents can find details for support available locally and nationally to help them: www.mva.org.uk/individuals/cost-of-living-crisis
- Voluntary and Community groups and organisations can also find support and guidance to help them navigate this crisis: www.mva.org.uk/guidance-and-support/cost-of-living-crisis

Involving Medway & Swale (IMS)

Involving Medway & Swale is a partnership between community organisations, Medway & Swale Health and Care Partnership (H&CP) and NHS Kent aimed at building healthier communities. The focus in 2024 the huge health inequalities experienced by so many communities across the 2 boroughs, including children and young people.

The programme also provided VCSEF groups and organisations opportunities to access community grant funding to co-develop 'quick win' initiatives with their service users in response to the issues which are identified during the Focus Group activities - supporting a goal of 'meaningful engagement, lasting change'.

8 focus groups took place across 5 different organisations, representing Children and Young People from a range of different backgrounds, engaging with 113 young people.

Befriending

The Befriending Together programme connects people who have become isolated and lonely within their local community in the Medway and Swale area.

MVA has been lead partner of the Programme working with wHoo Cares, Keep Talking Services and Swale CVS in 2024 delivering a programme which encompasses telephone befriending, group activities and meetings, face to face support and supported signposting to organisations and community groups.

The primary aim for the service has been to offer an alternative provision to people who are contacting and utilising GP appointments for social engagement as opposed to medical issues due to their individual lack of social and family networks.

Over 200 people were directly supported through groups, telephone and face to face befriending. Our survey in November 2024 identified:

73% had an improvement in the Mental Well being
50% experienced less loneliness and isolation
88% reported an increase in Life Satisfaction
60% reported a reduction in the use of GP appointments

Test Bed Fund

The Test Bed Fund is funded by Kent & Medway Integrated Care Board, via the Medway & Swale Health & Care Partnership. A revised criteria for funding to support young people and health related outcomes for lonely and isolated people was earmarked for distribution in the early part of 2025.

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Trustees' report (continued)
For the year ended 31 December 2024

Objectives and activities (continued)

PCN Community Connections

This is a befriending-type group funded and supported by a local Primary Care Network (PCN). This initiative is designed to provide a safety net for people before they become lonely and isolated. Those that attend the varied activity sessions can make friendships and connections with those in their locality.

Vital 5

MVA secured funding from the Kent and Medway ICS (Integrated Care System) to deliver some non-clinical interventions in the community that will improve people's health outcomes around the areas of: • mental health, • obesity, • tobacco dependence, • hypertension, • and alcohol misuse. MVA partnered with 4 charities to achieve this and helped 340 people directly.

"Being part of this event was rewarding. Seeing the community spirit and the smiles on everyone's faces made all the hard work worth it." - Volunteer

VCS Transformation Academy and Alliance

The Transformation Academy is a dynamic and collaborative hub for learning, growth, and innovation. It fosters new opportunities and creative solutions to address the shared challenges faced by the VCSEF.

The Transformation Alliance offers low-cost, high-quality back-office services tailored to the sector's needs. Today, it extends its expertise to frontline services, enabling organisations to diversify its offers and generate additional revenue streams.

Working with 30 VCSEF groups over 22 activities/events, the support has directly helped 48 people from these groups. Here are just some of the feedback from these sessions that demonstrates the impact:

'It has opened doors to cross-sector collaboration to optimise social impact for the common good.'

'Be part of the team - it's better to work together than in isolation'

'Promoting collective approaches and encouraging sharing and development of common interests'

Community Health Catalyst

The Community Health Catalyst Programme is a pioneering initiative designed to address health inequalities and improve outcomes for underserved communities in Medway and Swale. Jointly delivered by MVA and Swale CVS, this collaborative effort engages directly with individuals from CORE20PLUS5 communities, ensuring their voices and experiences are heard and addressed.

Funded by the Medway & Swale Health and Care Partnership (H&CP), the programme aims to build stronger connections between local health and care providers, community groups, and residents. By fostering a deeper understanding of the barriers to health equity, the programme seeks to develop tailored strategies that effectively bridge gaps in care.

The Community Health Catalyst team actively participated in 48 dedicated sessions, demonstrating their commitment to driving meaningful change. Additionally, the programme supported and funded over 200 sessions tailored to address the unique needs of CORE20PLUS5 groups, amplifying its impact on reducing health inequalities and fostering community well-being.

We reached over 1450 individuals in direct engagements from January 2024, through 44 groups. £72491 was generated for the sector in 2024, including £58,140 Community Chest Funding.

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Trustees' report (continued)
For the year ended 31 December 2024

Objectives and activities (continued)

"Groups like the one I attended today are so important to the community and progress in acceptance of local diversity by residents and visitors. Before now, there were no groups or services for LGBTQIA+ people on the island, which is a huge issue for people with disabilities who cannot access groups and support on the mainland."- Sheppey is Ours, LGBTQIA+

NIHR – National Institute of Health Research

MVA and the National Institute of Health and Care Research collaborated on the Research Ready Communities (RRC) Medway initiative. The Research Ready Communities programme has been closely engaged with Medway communities. The primary objective of the project was to gather insights on people's perspectives on Health Research and identify suitable avenues for research organisations to interact with the public on health research topics.

REN – Research Engagement Network

Research Engagement Network is a national version of the work that MVA are already doing locally with NIHR.

This Community Research Engagement Network (CREN) work has received continuation work to further promote, to increase participation in Health Research. MVA have partnered with other VCSEF groups to encourage more people to take part within their communities.

Medway Makers Project (Spirit 2012 funding)

Medway Makers aim of the project is to increase the number of volunteers in the arts and cultural sectors in Medway including those who do not normally volunteer. MVA's contribution to the joint partnership, which is coming to an end, has been to support with the promotion and recruitment of volunteers as well as advise on volunteer related matters. We also manage the collation and reporting of the data from the surveys and focus groups.

Bowel Screening

Bowel Cancer Screening rates in Medway and Swale are lower in comparison to the average in England. Screening programmes can increase survival rates through early detection and diagnosis.

This project has delivered 57 pop up events at a variety of locations in Medway and Swale and information sessions to groups in the community. Through these sessions it has been possible to raise awareness of the signs and symptoms, how to use the FIT test and gave information of the importance in completing and returning it. 1311 people have engaged in these sessions and 684 surveys were completed.

Working in partnership across Kent

SKC/MVA Partnership

Working in partnership with Stronger Kent Communities, funded through KCC's Infrastructure Support Fund, MVA has facilitated the development of three new local VCSEF networks using their Collaboration Toolkit. Thanks to the enthusiasm and commitment of some amazing VCSEF leaders we are seeing the emergence of new networks in West Kent (Sevenoaks area), Mid Kent (Ashford & Maidstone areas) and Canterbury.

Participants in all three networks are reporting on new partnerships that they have formed (some already having secure funding for new initiatives and some working collaboratively on local projects) and new leadership skills obtained.

We have worked with 57 VCSEF organisations, giving 997 hours of generous leadership donated.

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Trustees' report (continued)
For the year ended 31 December 2024

Objectives and activities (continued)

"MVA's Facilitator's ability to draw out key issues from complex discussions, plan and deliver strategic development and to provide compassionate, professional and supportive interventions was inspiring"

"I came away thinking why has this never been done before?"

Swale Voluntary Alliance (SVA)

This project was a successful collaboration with Swale organisations to set up Swale Voluntary Alliance, funded by Swale Borough Council, to support the VCSE with partnership and collaboration opportunities in Swale, to become stronger together.

MVA are part of this Consortium of organisations working in Swale which helped 477 people directly, through 58 groups in 2024. Feedback from one of the events:

"Collaborative working is the way to go, I exchanged emails with many other groups - all in all a great event."

Making Miracles Evaluation Work

This work produced an evaluation from service users & stakeholders of Making Miracle's service delivery for the organisation to use as part of their strategic review.

ICB and Health Boards

Our Chief Executive regularly attends boards and committees to secure the best possible opportunities for the VCSEF and the communities they serve to work collectively to tackle health inequalities and social disadvantage.

d. Main activities undertaken to further the Company's purposes for the public benefit

MVA is now located in offices with Age UK Kent Rivers, enabling greater flexibility for collaborative working with this organisation. We continue to act as a focal point for local charities and community groups. In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'.

Achievements and performance

Since the inception of its previous Infrastructure contract with Medway Council, MVA has supported its core operation, primarily from past reserves, while seeking to establish further projects funded from related restricted funds.

Financial review

Income has increased from £820,349 in 2023 to £873,441 in 2024. Expenditure has increased from £793,500 in 2023 to £812,146 in 2024. This has resulted in a net surplus of £61,295 (2023: £26,849).

a. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

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Trustees' report (continued)
For the year ended 31 December 2024

b. Reserves policy

The Trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be 6 months of the annual resources expendable, which equates to £203,140. At 31 December 2024, the charity held unrestricted funds of £175,131, which is below the established reserves policy. The Trustees are reviewing the funding position going forward, however the Trustees deem the level of reserves held to be adequate given the designated fund balance of £302,065, which could be utilised if required.

c. Principal funding

The principal funding of the charity is derived from the Infrastructure contract with Medway Council established in 2013. After a successful tendering process MVA have been awarded a new 3-year contract until December 2026. with possibility of 1 + 1 additional years. MVA has also been successful in the renewal of the Befriending project into a further year, the continuation of the Involving Medway contract, Community Health Catalyst programme and receiving funding for a small number of projects that relate to the core work of MVA.

MVA continue to seek opportunities to seek funding and collaborative working opportunities to maintain sustainability and continue to support the sector and its residents.

Structure, governance and management

a. Constitution

Council for Voluntary Service (Medway) is a company limited by guarantee governed by its Memorandum and Articles of Association dated 20 September 1994 and is a registered charity number 1042475.

b. Methods of appointment or election of Trustees

The power of appointment of Trustees is vested in the existing trustees, subject to ratification at the Annual General Meeting. Trustees are recruited from a wide range of backgrounds to ensure an appropriate mix of skills and experience in line with the values of the organisation

c. Organisational structure and decision-making policies

The role of the Board of Trustees is to set the Charity's strategic direction, monitor the delivery of its objectives, uphold its values and governance, and guide, advise and support the CEO, who is responsible for day to day management decisions and leads the team towards achieving the charity's vision and purpose.

d. Policies adopted for the induction and training of Trustees

New Trustees are provided with an induction pack and all Trustees are encouraged to attend appropriate training courses.

e. Pay policy for key management personnel

The Board of Trustees aim to pay senior staff a fair salary that is competitive within the charity sector and proportionate to the complexity of each role. The Trustees are responsible in line with our charitable objectives based on the following principle:

- To pay our staff an appropriate salary to attract and retain people with the leadership, experience, knowledge and skills required to lead the transformation we are undergoing.

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Trustees' report (continued)
For the year ended 31 December 2024

Structure, governance and management (continued)

f. Financial risk management

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

This work has identified that the reliance on the single contract with Medway Council and therefore the charity's longer term financial sustainability is the major financial risk for the Charity. This is reflected in the Reserves Policy, referred to above, and a key element in the management of financial risk is a regular review of available liquid funds to settle debts as they fall due, regular liaison with the bank, and active management of trade debtors and creditors balances to ensure sufficient working capital by the Trust. MVA is pro-actively seeking other contracts to mitigate this risk.

Plans for future periods

Future developments

In 2025 and beyond MVA aim to continue supporting the voluntary and community sector through times of further challenges to the VCS organisations and the communities it supports.

We will do this through:

- Consolidating the gains of working on the Joy Social Prescribing system and to deliver an impactful platform that supports both beneficiaries of Social Prescribing and the VCSEF organisations delivering them and working with the Health and Care Partnership on Integrated Neighbourhood Teams.
- Consolidating our work with the VCSE in Kent
- Introducing the new Social Impact Gateway – opening up new investment opportunities for the sector and extending the reach of our work
- As part of our infrastructure contract, we will continue to support the sector and its sustainability for the benefit of the whole of Medway and wider demographic.
- Introducing the 'Realise your Potential' VCS Leadership Programme scheme – aimed at VCSEF sector leaders as an evolution from the Transformation Academy
- Diversifying our income portfolio to include community fundraising, major giving and corporate partnerships
- Consolidating our outreach infrastructure drop ins in community venues and libraries
- Ongoing improvements and developments for our Befriending Programme. We are delighted to work with our delivery partners, including one able to offer support for people experiencing mental health difficulties and developing a community connector function
- Continued collaborative working with the voluntary and statutory organisations and local community, further strengthening relationships already developed and extending it.
- Offering continued to support to organisations in Swale through Swale Voluntary Alliance and the Social Impact Gateway.
- Involving Medway & Swale will plan to carry on delivering on the health topics provided by the H&CP. We will continue to work with them and voluntary sector partners to provide health engagement, providing insight into key findings into system changes, and support community co-development and funding to deliver 'quick wins' within communities
- Developing initiatives to increase agency and empower some of our most marginalised communities to identify and address issues important to them and that will help reduce health inequalities.
- Actively seek opportunities to empower young people, particularly those that have more complex challenges, to increase their participation in social action and to realise their full potential.
- We continue to explore a Volunteer Passport Application to reach new volunteering audiences
- Supporting the PhD student working with Nottingham Trent University to evaluate the Transformation Academy programme and promote this programme through academic circles with a view to offering it to other organisations nationally

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Trustees' report (continued)
For the year ended 31 December 2024

Structure, governance and management (continued)

- Investigating further opportunities to work with H&CP and other health partner to secure funding for MVA and the VCSEF
- Continuing to seek alternative, sustainable funding and further develop opportunities to secure additional funding in partnership with other organisations across Medway and Kent as a whole for the benefit of these communities.

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the Company for the purposes of company law) are responsible for preparing the Trustees' 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. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Company and of its incoming resources and application of resources, including its income and expenditure, 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 of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 Company will continue in business.

The Trustees are responsible for keeping adequate 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 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 Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:

P C Stokes

Date:

Medway Voluntary Action
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Independent examiner's report
For the year ended 31 December 2024

Independent examiner's report to the Trustees of Medway Voluntary Action ('the Company')

I report to the charity Trustees on my examination of the accounts of the Company for the year ended 31 December 2024.

Responsibilities and basis of report

As the Trustees of the Company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Association of Chartered Certified Accountants, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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

This report is made solely to the Company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Company and the Company's Trustees as a body, for my work or for this report.

Signed:

Dated:

S M Rouse

FCCA DChA

Kreston Reeves LLP

Chartered Accountants

Chatham Maritime

Medway Voluntary Action
(A company limited by guarantee)

Statement of financial activities (incorporating income and expenditure account)
For the year ended 31 December 2024

	Note	Restricted funds 2024 £	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Income from:					
Donations and legacies	3	431,808	298,651	730,459	767,403
Other trading activities	4	-	3,940	3,940	1,868
Investments	5	-	28,083	28,083	8,317
Other income	6	-	110,959	110,959	42,761
Total income		431,808	441,633	873,441	820,349
Expenditure on:					
Charitable activities	7	405,866	406,280	812,146	793,500
Total expenditure		405,866	406,280	812,146	793,500
Net movement in funds		25,942	35,353	61,295	26,849
Reconciliation of funds:					
Total funds brought forward		315,590	441,843	757,433	730,584
Net movement in funds		25,942	35,353	61,295	26,849
Total funds carried forward		341,532	477,196	818,728	757,433

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

The notes on pages 16 to 31 form part of these financial statements.

Medway Voluntary Action
(A company limited by guarantee)
Registered number: 02987866

Balance sheet
As at 31 December 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	12	3,919	3,339
Current assets			
Debtors	13	29,469	209,009
Cash at bank and in hand		1,351,001	902,662
		1,380,470	1,111,671
Creditors: amounts falling due within one year	14	(565,661)	(357,577)
Net current assets		814,809	754,094
Total net assets		818,728	757,433
Charity funds			
Restricted funds	15	341,532	315,590
Unrestricted funds	15	477,196	441,843
Total funds		818,728	757,433

The Company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

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

P C Stokes
 (Chair of Trustees)
 Date:

The notes on pages 16 to 31 form part of these financial statements.

Medway Voluntary Action
(A company limited by guarantee)

Statement of cash flows
For the year ended 31 December 2024

	2024 £	2023 £
Cash flows from operating activities		
Net cash used in operating activities	422,874	228,740
Cash flows from investing activities		
Dividends, interests and rents from investments	28,083	8,317
Proceeds from the sale of tangible fixed assets	675	-
Purchase of tangible fixed assets	(3,293)	(3,242)
Net cash provided by investing activities	25,465	5,075
Cash flows from financing activities		
Change in cash and cash equivalents in the year	448,339	233,815
Cash and cash equivalents at the beginning of the year	902,662	668,847
Cash and cash equivalents at the end of the year	1,351,001	902,662

The notes on pages 16 to 31 form part of these financial statements

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
For the year ended 31 December 2024

1. General information

Medway Voluntary Action is a charitable company limited by guarantee incorporated in England, with charity number 1042475 and company number 02987866. The charity's registered office is MVA at Age UK Kent Rivers, Second Floor South, Fitted Rigging House South, Anchor Wharf, The Historic Dockyard, Chatham, Kent, ME4 4TZ.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) 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 Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

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

The financial statements are prepared in British Sterling and are rounded to the nearest Pound.

2.2 Going concern

The Trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charity to continue as a going concern. The Trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements and have concluded that the Charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the Charity's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

2.3 Income

All income is recognised once the Company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

Notes to the financial statements
For the year ended 31 December 2024

2. Accounting policies (continued)

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.5 Government grants

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of financial activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of financial activities as the related expenditure is incurred.

2.6 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.7 Taxation

The Company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the Company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

2.8 Tangible fixed assets and depreciation

Tangible fixed assets costing £NIL or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, .

Depreciation is provided on the following basis:

Office equipment	-	25% straight line
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Notes to the financial statements
For the year ended 31 December 2024

2. Accounting policies (continued)

2.9 Debtors

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

2.10 Cash at bank and in hand

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

2.11 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

2.12 Financial instruments

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

2.13 Pensions

The Company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Company to the fund in respect of the year.

2.14 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
For the year ended 31 December 2024

3. Income from donations and legacies

	Restricted funds 2024 £	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Legacies	-	47,472	47,472	-
Grants	88,034	51,021	139,055	192,545
Government grants	343,774	200,158	543,932	574,858
	<u>431,808</u>	<u>298,651</u>	<u>730,459</u>	<u>767,403</u>
Total 2023	<u>597,552</u>	<u>169,851</u>	<u>767,403</u>	

4. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Training income	1,308	1,308	200
Photocopying charges	2,632	2,632	1,668
	<u>3,940</u>	<u>3,940</u>	<u>1,868</u>
Total 2023	<u>1,868</u>	<u>1,868</u>	

5. Investment income

	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Flagstone Interest	20,789	20,789	-
Deposit account interest	7,294	7,294	8,317
	<u>28,083</u>	<u>28,083</u>	<u>8,317</u>
Total 2023	<u>8,317</u>	<u>8,317</u>	

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
For the year ended 31 December 2024

6. Other incoming resources

	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Sales and service income	4,563	4,563	-
Management fees	106,396	106,396	42,761
	<u>110,959</u>	<u>110,959</u>	<u>42,761</u>
Total 2023	<u>42,761</u>	<u>42,761</u>	

7. Analysis of expenditure on charitable activities

Summary by fund type

	Restricted funds 2024 £	Unrestricted funds 2024 £	Total 2024 £	Total 2023 £
Charitable activities	405,866	406,280	812,146	793,500
Total 2023	<u>518,020</u>	<u>275,480</u>	<u>793,500</u>	

Medway Voluntary Action
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Notes to the financial statements
For the year ended 31 December 2024

8. Charitable activity costs

	Restricted funds 2024 £	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Equipment hire	-	594	594	594
Insurance	750	3,399	4,149	5,435
Legal & professional	3,431	4,620	8,051	20,902
Postage, printing and stationery	1,434	4,512	5,946	13,505
Premises expenses	-	923	923	398
Energy and water rates	-	7,021	7,021	4,949
Equipment costs	1,843	12,439	14,282	19,338
Rent	1,980	21,375	23,355	15,063
Telephone	2,073	5,231	7,304	8,737
Sessional work and training	2,633	6,242	8,875	19,920
Travel expenses	1,301	2,990	4,291	1,708
Staff and other expenses	346	4,088	4,434	15,529
Sundry expenses	25,506	4,566	30,072	29,004
Advertising and promotions	736	414	1,150	1,747
Project expenses	20,109	1,824	21,933	148,846
Management fees	78,269	29,072	107,341	38,296
Independent examination fee	-	3,250	3,250	2,000
Wages and salaries	265,455	289,298	554,753	445,056
Depreciation	-	2,038	2,038	2,473
Payroll fees	-	1,440	1,440	-
Non Reclaimed VAT	-	944	944	-
	405,866	406,280	812,146	793,500
Total 2023	518,020	275,480	793,500	

9. Independent examiner's remuneration

	2024 £	2023 £
Fees payable to the Company's independent examiner for the independent examination of the Company's annual accounts	3,250	2,000

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
For the year ended 31 December 2024

10. Staff costs

	2024	2023
	£	£
Wages and salaries	499,658	405,630
Social security costs	39,588	28,390
Contribution to defined contribution pension schemes	15,507	11,036
	554,753	445,056

The average number of persons employed by the Company during the year was as follows:

	2024	2023
	No.	No.
All Staff	20	17

No employee received remuneration amounting to more than £60,000 in either year.

The total employment benefits including employer pension contributions and employer national insurance contributions of the key management personnel were £60,749 (2023: £56,392).

11. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2023 - £NIL).

During the year ended 31 December 2024, expenses totalling £78 were reimbursed or paid directly to 1 Trustee (2023 - £273 to 3 Trustees).

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
For the year ended 31 December 2024

12. Tangible fixed assets

	Office equipment £
Cost or valuation	
At 1 January 2024	30,596
Additions	3,293
Disposals	(899)
At 31 December 2024	32,990
Depreciation	
At 1 January 2024	27,257
Charge for the year	2,038
On disposals	(224)
At 31 December 2024	29,071
Net book value	
At 31 December 2024	3,919
At 31 December 2023	3,339

13. Debtors

	2024 £	2023 £
Due within one year		
Trade debtors	23,619	196,922
Prepayments and accrued income	5,850	12,087
	29,469	209,009

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
For the year ended 31 December 2024

14. Creditors: Amounts falling due within one year

	2024	2023
	£	£
Trade creditors	1,447	8,756
Other taxation and social security	7,889	13,396
Other creditors	485,848	262,705
Accruals and deferred income	70,477	72,720
	565,661	357,577
	2024	2023
	£	£
Deferred income at 1 January 2024	58,753	58,865
Resources deferred during the year	55,031	58,753
Amounts released from previous periods	(58,753)	(58,865)
	55,031	58,753

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
For the year ended 31 December 2024

15. Statement of funds

Statement of funds - current year

	Balance at 1 January 2024 £	Income £	Expenditure £	Balance at 31 December 2024 £
Unrestricted funds				
Designated funds				
Fixed Asset Fund	3,339	-	(2,038)	1,301
Service Development Fund	300,764	-	-	300,764
	<u>304,103</u>	<u>-</u>	<u>(2,038)</u>	<u>302,065</u>
General funds				
General Fund	137,740	441,633	(404,242)	175,131
Total Unrestricted funds	<u>441,843</u>	<u>441,633</u>	<u>(406,280)</u>	<u>477,196</u>
Restricted funds				
Social Prescribing - Medway Community Healthcare CIC (MCH)	77,458	65,000	(71,691)	70,767
Community Health Catalyst	126,435	96,246	(103,370)	119,311
Befriending	34,252	110,476	(74,034)	70,694
Involving Medway and Swale	28,546	48,864	(32,847)	44,563
National Development Programme	7,341	-	(120)	7,221
Medway Makers - Ideas Trust	14,089	8,347	(15,719)	6,717
VCS Coalition - The Community Fund	27,469	70,227	(88,839)	8,857
Improving Early Cancer Diagnosis through Community Power & Self-Organisation	-	5,000	(4,755)	245
People & Skills Project - Shared Prosperity Programme	-	12,344	(6,940)	5,404
Connect & Prevent PCN Pilot- Richard Watts	-	9,460	(6,276)	3,184
Shared Prosperity Fund - Women's Resource Centre through Sateda, funded by Medway Council	-	1,836	(791)	1,045
Shared Prosperity Fund - Power of Youth funded by Medway Council	-	4,008	(484)	3,524
	<u>315,590</u>	<u>431,808</u>	<u>(405,866)</u>	<u>341,532</u>
Total of funds	<u><u>757,433</u></u>	<u><u>873,441</u></u>	<u><u>(812,146)</u></u>	<u><u>818,728</u></u>

Notes to the financial statements
For the year ended 31 December 2024

15. Statement of funds (continued)

Couch 2 Community – Lawson Endowment Fund

Funding received from Kent Community Foundation from the Lawson Endowment Fund (application submitted to Vulnerable Adults Theme) to establish a structured programme with tools and support, enabling isolated or lonely individuals in Medway to journey from “couch” to community connectivity.

Befriending

Funded by Kent & Medway Integrated Care Board, the Befriending programme supports lonely and isolated people across Medway and Swale in a variety of ways including telephone befriending, connecting into local Voluntary and Community sector organisations, group meets in parks, cafes and green spaces, virtual sessions over Zoom and 1:1 Befriending.

Involving Medway and Swale – Kent & Medway Integrated Care Board

Funded by Kent & Medway Integrated Care Board, delivering the VCS Focus Group programmes, supporting engagement priorities for Medway & Swale Health and Care Partnership and empowering communities to take action on their ‘quick win’ ideas.

Bridging the Divide

This was a pilot scheme funded by the Test Bed Fund (from Kent & Medway Clinical Commissioning Group) to support a digital inclusion programme - Bridging the Divide. This lends tablets to socially isolated adults in Medway while helping them with a Digital Champion to engage in the digital arena. Due to the lifting of the Covid-19 restrictions, the need for the tablets reduced as more members engaged with in person interactions and the project was wound down.

VCS Coalition – The Community Fund

The VCS Transformation Academy and Alliance bid to the National Lottery’s Communities Fund was successfully awarded in 2021. This proposal was developed in recognition that MVA’s infrastructure contract delivers ‘business as usual’ support for the VCS – but additional programmes, and associated funding, would be essential to empower and build capacity within the VCS to radically transform how they operate.

Community Health Catalyst – Medway Community Healthcare CIC (MCH)

This project extended to include Medway Central and the Isle of Sheppey, with the aim to identify what people in these communities need to help overcome the Health Inequalities they are facing and co-create an action plan with communities to take forward.

Year of Listening – MacMillan Cancer Support

A ‘Year of Listening’ is an exciting new 12-month community engagement project seeking to understand the barriers and challenges local people are experiencing in accessing local cancer treatment and support services in Medway & Swale.

National Development Programme

Funded by Kent & Medway CCG for VCSE partnership working to embed the voluntary, community & social enterprise sector within the integrated care system.

Medway Makers – Ideas Test

With Spirit 2012 funding, the aim of the project is to increase the number of volunteers in the arts and cultural sectors in Medway including those who do not normally volunteer.

Social Prescribing - Medway Community Healthcare CIC (MCH)

Working with Medway Council and Medway and Swale Health and Care Partnership MVA introduced Joy marketplace, a web based platform that connects social prescribing link workers with the Voluntary Community Social Enterprise & Faith sectors (VCSEF). Social prescribing is linking individuals with social activities that meet the needs that affect their health and well-being.

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
For the year ended 31 December 2024

15. Statement of funds (continued)

Cost of Living Fund – NAVCA

Funding allowed us to invest in paid for socials and radio/press adverts promoting MVA's COLC resources and their wider infrastructure support. It also enabled MVA to host a Cost Of Living Summit for the VCS to come together to share ideas and provide peer-support.

Improving Early Cancer Diagnosis through Community Power & Self-Organisation – Kent & Medway Cancer Alliance

The funds will enable MVA to support communities to develop earlier cancer diagnosis interventions within the following target groups:

- 1) Breast cancer screening awareness in Sheppey/Sittingbourne
- 2) Prostate cancer awareness in black men across Medway and Swale.
- 3) Bowel Cancer screening awareness in Chatham (Medway Central PCN and Medway Practices Alliance PCN).

Connect & Prevent (PCN Pilot) – Richard Watts Fund via Kent Community Foundation

Working in partnership with Strood Primary Care Network (PCN), our befriending team will support people who might be at risk of being/becoming socially isolated, in particular those aged 65+, living in ME1/2 postcode areas, experiencing a significant life change (e.g. retirement, bereavement, relocation) and not currently using GP services.

Shared Prosperity Fund

MVA have been successful in obtaining funds through three opportunities as follows:

- Swale Voluntary Alliance Project Management – SPF People and Skills VCSEF 'gateway activities' programme, funded through Swale Borough Council's UKSPF funding.
- Funded by Medway Council UKSPF Feasibility Fund to conduct a feasibility study joint project between SATEDA and MVA to aiming to provide a Women's Resource Centre for Medway
- A feasibility study to scope a 'Power of Youth' Medway Volunteering Movement across Medway's VCSEF and other stakeholders (local businesses, statutory bodies) to recruit to the VCSEF as staff and volunteers. Again, funded by Medway Council UKSP Feasibility Funding.

Statement of funds - prior year

	Balance at 1 January 2023 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2023 £
Unrestricted funds					
Designated funds					
Fixed Asset Fund	2,570	-	(2,473)	3,242	3,339
Service Development Fund	431,730	-	-	(130,966)	300,764
	<u>434,300</u>	<u>-</u>	<u>(2,473)</u>	<u>(127,724)</u>	<u>304,103</u>
General funds					
General Funds	<u>60,226</u>	<u>222,797</u>	<u>(273,007)</u>	<u>127,724</u>	<u>137,740</u>
Total Unrestricted funds	<u>494,526</u>	<u>222,797</u>	<u>(275,480)</u>	<u>-</u>	<u>441,843</u>

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
For the year ended 31 December 2024

15. Statement of funds (continued)

Restricted funds

Social Prescribing - Medway Community Healthcare CIC (MCH)	-	115,000	(37,542)	-	77,458
Year of Listening - Macmillan	3,336	46,523	(49,859)	-	-
Community Health Catalyst	119,641	138,533	(131,739)	-	126,435
Cost of Living Fund – NAVCA	-	5,000	(5,000)	-	-
Couch 2 Community - Lawson Endowment Fund	3,052	-	(3,052)	-	-
Befriending	18,638	128,415	(112,801)	-	34,252
Involving Medway and Swale	27,068	47,248	(45,770)	-	28,546
Bridging the Divide	2,272	-	(2,272)	-	-
National Development Programme	11,144	-	(3,803)	-	7,341
Medway Makers - Ideas Trust	-	15,378	(1,289)	-	14,089
VCS Coalition - The Community Fund	50,907	101,455	(124,893)	-	27,469
	<u>236,058</u>	<u>597,552</u>	<u>(518,020)</u>	<u>-</u>	<u>315,590</u>
Total of funds	<u>730,584</u>	<u>820,349</u>	<u>(793,500)</u>	<u>-</u>	<u>757,433</u>

16. Summary of funds

Summary of funds - current year

	Balance at 1 January 2024	Income	Expenditure	Balance at 31 December 2024
	£	£	£	£
Designated funds	304,103	-	(2,038)	302,065
General funds	137,740	441,633	(404,242)	175,131
Restricted funds	315,590	431,808	(405,866)	341,532
	<u>757,433</u>	<u>873,441</u>	<u>(812,146)</u>	<u>818,728</u>

Medway Voluntary Action
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Notes to the financial statements
For the year ended 31 December 2024

16. Summary of funds (continued)

Summary of funds - prior year

	Balance at 1 January 2023 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2023 £
Designated funds	434,300	-	(2,473)	(127,724)	304,103
General funds	60,226	222,797	(273,007)	127,724	137,740
Restricted funds	236,058	597,552	(518,020)	-	315,590
	<u>730,584</u>	<u>820,349</u>	<u>(793,500)</u>	<u>-</u>	<u>757,433</u>

17. Analysis of net assets between funds

Analysis of net assets between funds - current period

	Restricted funds 2024 £	Unrestricted funds 2024 £	Total funds 2024 £
Tangible fixed assets	-	3,919	3,919
Current assets	341,532	1,038,938	1,380,470
Creditors due within one year	-	(565,661)	(565,661)
Total	<u>341,532</u>	<u>477,196</u>	<u>818,728</u>

Analysis of net assets between funds - prior period

	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £
Tangible fixed assets	-	3,339	3,339
Current assets	315,590	796,081	1,111,671
Creditors due within one year	-	(357,577)	(357,577)
Total	<u>315,590</u>	<u>441,843</u>	<u>757,433</u>

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
For the year ended 31 December 2024

18. Reconciliation of net movement in funds to net cash flow from operating activities

	2024 £	2023 £
Net income for the period (as per Statement of Financial Activities)	61,295	26,849
Adjustments for:		
Depreciation charges	2,038	2,473
Dividends, interests and rents from investments	(28,083)	(8,317)
Decrease/(increase) in debtors	179,540	(57,372)
Increase in creditors	208,084	265,107
Net cash provided by operating activities	422,874	228,740

19. Analysis of cash and cash equivalents

	2024 £	2023 £
Cash in hand	1,351,001	902,662
Total cash and cash equivalents	1,351,001	902,662

20. Analysis of changes in net debt

	At 1 January 2024 £	Cash flows £	At 31 December 2024 £
Cash at bank and in hand	902,662	448,339	1,351,001
	902,662	448,339	1,351,001

21. Pension commitments

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the group in an independently administered fund. The pension cost charge represents contributions payable by the group to the fund and amounted to £15,507 (2023 - £11,036).

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
For the year ended 31 December 2024

22. Operating lease commitments

At 31 December 2024 the Company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2024	As restated
	£	2023
		£
Not later than 1 year	3,142	19,396
Later than 1 year and not later than 5 years	985	4,127
	4,127	23,523

23. Related party transactions

During the year the charity received £157,314 from the Community Health Catalyst Programme. The husband of Trustee, L Riley is a director of this entity (2023: £138,533).

During the year, the charity made payments totalling £523 to Friends of All Saints Church Allhallows, of which S Danton is also a director (2023: £940).

During the year, the charity made payments totalling £523 to wHoo Cares, of which M Trumper is a shareholder.

There were no other related party transactions during the current year or prior year.

Accounts

Registered number: 02987866
Charity number: 1042475

Council for Voluntary Service (Medway)

Operating as:

Medway Voluntary Action

(A company limited by guarantee)

Unaudited

Trustees' report and financial statements
for the year ended 31 December 2023

Medway Voluntary Action
(A company limited by guarantee)

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Medway Voluntary Action
(A company limited by guarantee)

**Reference and administrative details of the company, its Trustees and advisers
for the year ended 31 December 2023**

Trustees

P C Stokes, Chairman
T A Clarke, Vice Chair
G Viggers
L Riley (resigned 8 February 2024)
A R R Graham
J D McConville
Y Qureshi
D Green (resigned 21 November 2023)
L McVeigh
S D Danton
S Milford-Kemp

Company registered number

02987866

Charity registered number

1042475

Registered office

5A New Road Avenue
Chatham
ME4 6BB

Chief executive officer

J Howard

Accountants

Kreston Reeves LLP
Chartered Accountants
Montague Place
Quayside
Chatham Maritime
Chatham
Kent
ME4 4QU

Bankers

Co-operative Bank plc
6 Olympic Court
Montford Street
Salford
M5 2QP

Medway Voluntary Action
(A company limited by guarantee)

Trustees' report
for the year ended 31 December 2023

The Trustees present their annual report together with the financial statements of the company for the 1 January 2023 to 31 December 2023. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019). As a result of a re brand in August 2014, the company is now operating as Medway Voluntary Action (MVA), the name contained within the rest of this report.

Since the company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Policies and objectives

The principal objects of the company are to promote any charitable object or purpose for the benefit of the community, primarily but not exclusively, within the Medway area and in particular, but not exclusively, the following:

1. The provision, or assistance in the provisioning of, the development of facilities in the interest of social welfare, including social activities, with the object of improving the conditions of life for the local community.
2. To provide for the protection of health, and the relief of poverty, distress and sickness.
3. The advancement of education and learning.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

b. Strategies for achieving objectives

Medway Voluntary Action is a local development support organisation that leads, facilitates and supports a thriving Voluntary and Community Sector (VCS) in Medway.

Our mission is to:

Be a catalyst for social change to support and empower Medway communities to come together to help improve lives and solve problems that are important within their communities.

Our strategic aims are:

- To be a central hub of information, support and guidance
- To seed and nurture sustainable local projects
- To be the mandated voice of the VCS to influence local services, represent its views and facilitate cross-sector dialogue
- To maximise opportunities for income generation, funding and sustainability for the VCS

Medway Voluntary Action
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Trustees' report (continued)
for the year ended 31 December 2023

Objectives and activities (continued)

c. Activities undertaken to achieve objectives

Established in 1989 and now embedded within Medway's communities for over 30 years, MVA has a strong history of supporting and representing Voluntary, Community and Social Enterprise Faith (VCS or VCSEF) organisations in Medway and now increasingly into Swale.

MVA continues to work towards a Medway and Swale where communities are active, empowered and connected. We support local not-for-profit organisations, groups and community members to develop skills, build resources and amplify their voice.

2023 was a significant year for MVA to excel at meeting our objectives – we would like to share the evidence - please find our latest Outcomes Report on the link below to see what we have been doing for, and with the VCSEF (Voluntary, Community, Social Enterprise and Faith Sector) in Medway and Swale to 'grow' the Sector and increase capacity to effectively deliver to our 'least served' communities.

<https://bit.ly/43sw5Wu>

The following is a more detailed account of the work streams undertaken by MVA.

Infrastructure Contract

This was the last year of the current contract. We successfully secured another 3 + 1 +1 year contract which commenced on 01 January 2024.

The three key objectives for this contract are:

1. Community Capacity building
2. Engagement & Representation, Promotion & Networking
3. Development of Volunteering

Year on year trends show marked improvement in outcomes some of which are featured below:

Income generation

During 2023, MVA supported 406 unique organisations with Income generation, Governance & Back-office support, many on more than one occasion (24,238 interactions throughout the year, almost double that of 2022), 47% of organisations returning for continued support, a slight decrease on last year, which we consider a positive sign.

Funding

58 attended our Funding Club which met online on 9 occasions during 2023. Topics included:

- Data sources for Funding Applications.
- Corporate Social Responsibility and Corporate Sponsorship (Funding for All)
- The National Lottery Community Fund
- Macmillan, Community Health Catalysts and Involving Medway & Swale funding pots
- Core Costs
- Quick Wins, Small Grants, Minimal Effort
- Networking session
- Fund raising events
- Ward funds from Councillors

We started offering our Funding surgeries with a 20 minute session offered once per month and a Funding drop in sessions once per month.

Medway Voluntary Action

(A company limited by guarantee)

Trustees' report (continued) **for the year ended 31 December 2023**

Objectives and activities (continued)

We delivered 16 1:1 sessions on Fundraising and Governance support. The topics covered included: full cost recovery, links to various governance and fundraising sites, support with refused Charity set up applications, charitable purposes, Public Benefit, top tips on funding applications and reference for funding applications.

We continue to maintain close working relationships between Stronger Kent Communities, Funding for All, Kent Community Foundation (KCF) as well as the Better Together Consortium members KAB, Carers First, Medway and Healthwatch Medway and the newly established Consortium in Swale, Swale Voluntary Alliance (SVA) of which we are part.

We were able to report that organisations MVA support have been successful in securing £928,891 into the sector, by organisations we supported during 2023. Since 2019 we have supported the VCSEF to fundraise c£6.5m, a return for Medway Council of £13 for every £1 invested via the MVA Infrastructure contract.

Polls

MVA Satisfaction polls met 100% of targets set for 2023, with overachievement on all satisfaction and Income Generation satisfaction polls conducted. Below is a sample of accompanying comments:

"We feel part of a community, are very aware of the benefits of this, and are keen to put in as well as receive support (which has been incredibly useful in terms of being informed)"

"Fantastic organisation, very knowledgeable and passionate"

"MVA and their staff are very approachable, prompt with their responses and we are fortunate to have such an organisation in Medway, who can be the spokesperson for the whole of VCS."

"MVA are providing a great service in the community, keeping different communities in contact with each other. This is a great boon."

Volunteering and Medway Volunteer Network (MVN)

We supported with:

- Volunteer recruitment
- Promotion of new Volunteer Programmes
- Volunteer strategies
- Production of volunteer Assets
- Employment Supported Volunteering (ESV)
- Medway Change Makers: a volunteer programme specifically to increase volunteering within the arts and culture sector and enable accessibility to those underrepresented groups in volunteering including Disabled people.
- Medway Volunteer Network - supporting 57 local VCS organisations
- Planning and executing celebrations for National Volunteers Week which took place between 1-7 June. It is a huge calendar event every year when collectively we have the chance to recognise and celebrate the contributions made by local people in Medway giving the gift of time through a variety of volunteering opportunities in our communities. It is a time to say thanks and every year MVA organises activities that all of Medway's Volunteers and VCSEF organisations can get involved in.

This year was one of the best campaigns to date, we saw MVA's two newest (teddy bear) volunteers 'Viv & Vic', go out on tour in Medway visiting local voluntary organisations & groups passing on messages of thanks to local volunteers. Our #MedwayHeroes Campaign came back by popular demand where we shared individual local volunteer's stories. We offered all of Medway's volunteers the opportunity to tell the world what volunteering means to them. These stories were then (and still are) displayed online throughout Volunteers Week at www.mva.org.uk/volunteering. At the end of Volunteers' week, we showcased all the good work Viv & Vic undertook in a video which we shared with the sector. Pictures can be seen at Appendix 3 or watch the video on the link below on our you tube channel:

Medway Voluntary Action
(A company limited by guarantee)

Trustees' report (continued)
for the year ended 31 December 2023

Objectives and activities (continued)

MVA & Viv & Vic on their travels throughout Medway celebrating National Volunteer Week 2023

Directory of Services

We are moving away from our old provider managing our Directory of Services to a new provider and are implementing a new and exciting seed funding and recognition programme which will bring further funds into the VCSEF sector to help with sustainability:

Joy Marketplace. A social prescribing directory of services for Medway and Swale

MVA is proud to be working with Medway Council and Medway and Swale Health and Care Partnership to deliver Joy! In Medway and Swale. Joy marketplace is a web based platform that connects social prescribing link workers with the Voluntary Community Social Enterprise & Faith sectors (VCSEF). Social prescribing is linking individuals with activities that can have a positive impact on their health and well-being. For the first time, a person by person payment is now available to the VCSEF provider of this activity to enable them to 'grow' provision in addition to a seed funding pot available on application to capacity build the VCSEF.

To date the Joy platform contains 630 Social Prescribing activities being delivered by 145 organisations. This number grows daily.

North Kent Training Services

We continue to develop, or externally source, online training resources to support the sector and offer in-house training solutions for any organisation requiring this (either face to face or online). We have also been engaging with Medway and Swale Health Care Partnership to support the upskilling of clinical staff working in community settings focused upon the care closer to home priorities.

To support the VCS through the operational challenges presented by the Cost of Living crisis we have developed a dedicated free training page on our website; this includes links to training videos hosted on YouTube and e-learning platforms.

Our training service will continue to monitor the needs of the VCS and the overall training landscape in the coming year with the aim of providing agile and responsible support and development opportunities.

Cost of Living Crisis

Despite the Cost of Living Crisis, the VCSEF in Medway continue to seek ways to work together, under a range of mechanisms facilitated by MVA, to face the challenges and threats presented to their organisations. MVA maintain an ongoing online VCS Cost of Living Poll – and this currently indicates that 88% of Medway's VCSEF are being impacted by the crisis.

Through our ongoing response to the Cost of Living Crisis, MVA have developed two dedicated webpages:

- Local residents can find details for support available locally and nationally to help them: www.mva.org.uk/individuals/cost-of-living-crisis
- Voluntary and Community groups and organisations can also find support and guidance to help them navigate this crisis: <https://www.mva.org.uk/advice-and-support/cost-of-living-crisis>.

We hosted a summit for Voluntary and Community Sector organisations/groups and other local stakeholders in 2023 – the aim of which was to provide opportunities to network with peers and to explore the local response to the Cost of Living Crisis.

We are continuously updating our Cost of Living pages with organisations that can provide guidance and assistance during this crisis in all areas.

Medway Voluntary Action
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Trustees' report (continued)
for the year ended 31 December 2023

Objectives and activities (continued)

Involving Medway & Swale (IMS)

A partnership between community organisations and Medway & Swale Health and Care Partnership aimed at building healthier communities.

In the last few years, the Involving Medway & Swale programme engaged with residents on the topics of COPD (Chronic Obstructive Pulmonary Disease) and Diabetes.

The programme also provided VCS groups and organisations opportunities to access community grant funding to co-develop 'quick win' initiatives with their service users in response to the issues which are identified during the Focus Group activities - supporting a goal of 'meaningful engagement, lasting change'.

During the summer of 2023 we worked with Dr Warren Hickson on a separate study called "Living Labs" on cardio-vascular disease (CVD) with focus groups in the most deprived parts of Medway and Sheerness.

Befriending

The Befriending Programme continues to be delivered in 2023 by MVA, in partnership with Carers First and wHoo Cares who delivered telephone befriending and Swale CVS (Swale Community and Voluntary Services) who run regular groups and outings for their members.

The Programme is now established as an innovative way of connecting people who have become isolated and lonely and who often have become disconnected with their local communities. There have been 354 referrals received this year from a range of professionals, as well as friends and family of those needing social engagement with others in the community. Connecting with others has enabled our members to improve their mental wellbeing with 67% self-reporting this.

Having a mixture of services on offer has ensured that people who have been referred to the service are able to access the best service to support them. 60% of people self-reported that they were able to improve or maintain their social connections.

We have supported Members through regular bi-weekly group meetings at various locations in Medway and in addition to this, a grant was secured from Kent Community Foundation to enhance the programme and enable the Befriending team to deliver an additional 18 sessions which included Bingo sessions, Seated Dance exercise and Cream team events. These extra activities have enabled our members not only to participate in social activities that they may have veered away from during the past few years but also increase their physical health through gentle exercise. The Bingo and Seated Dance sessions were very popular with our Members and sessions have continued on a monthly basis.

Bi-weekly coffee mornings have taken place in various locations around Medway to ensure that the opportunity to attend is available to all of Medway's populations and in addition to this we have introduced Horticultural therapy activity sessions which have been delivered by a volunteer who was previously a recipient of the service.

Test Bed Fund

The Test Bed Fund is funded by the Medway and Swale Health and Care Partnership and overseen by the Test Bed Fund Board. 30 organisations operating in Medway and Swale applied to the fund and 13 projects were successful in receiving grants to deliver projects benefitting those who were isolated and lonely in their community. These projects provided 464 sessions and 1845 people benefitted from a variety of activities that included music, fitness, cookery sessions and woodcraft. These activities were also successful in helping to strengthen community cohesion through befriending services.

Medway Voluntary Action
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Trustees' report (continued)
for the year ended 31 December 2023

Objectives and activities (continued)

VCS Transformation Academy and Alliance

The Lottery funded VCS Transformation Academy and Alliance entered its second year in 2023. The first year goal was to help improve the sustainability of Medway's VCSEF groups and organisations (whatever their size) by delivering initiatives around Corporate Social Responsibility (CSR), which is ongoing, and Staff/Volunteer Recruitment (successfully delivered) in order to achieve this.

Free resources around recruitment are now available on the MVA website. The planned CSR Event was delayed in 2023 and will be taking place in 2024. The second year goal, decided by the members, was to increase the sector's capacity, ability and skills to demonstrate and communicate the impact of their work in order to improve their credibility and sustainability and improve local lives.

The Transformation Academy members have given almost double the amount of hours under 'generous leaders' i.e working for the greater good of the VCSEF, compared to 2023 with 750 hours (260 hours in 2023). In 2023 we had training sessions and will continue to upskill the members with further training sessions in 2024.

The Transformation Alliance also launched in 2023 and MVA continue to recruit to this with largely 'back office' offers to the sector, by the sector.

Community Health Catalyst 2023

Funding for the Community Health Catalyst Programme from Medway & Swale Health and Care Partnership was extended until 31st August 2024 and entered its second year of delivery during 2023. Working with the local VCSEF sector, we have engaged with communities from the NHS 'Core 20 PLUS 5' health inclusion groups across Medway and Swale. People belonging to inclusion groups tend to have very poor health outcomes, often much worse than the general population and a lower average age of death. This contributes considerably to increasing health inequalities.

The communities identified as experiencing the worst health inequalities are Homeless, Drug & Alcohol, LGBTQIA+, BAME, Vulnerable Migrants, Gypsy, Roma & Traveler, Ex-Offenders, Victims of Modern Slavery, Multi-Morbidities, Mental Health, Sex Workers and Coastal Communities.

Since the project began, we have engaged with 1133 people across Medway and Swale and held listening groups and individual interviews with 246 people from 10 health inclusion groups, to understand the personal impact of health inequalities on their wellbeing and what they feel is needed to overcome these issues.

We have signposted 133 individuals to other support services and delivered 18 Local Asset and Signposting Plans to VCSEF groups and their service users, supporting communities to engage with the plan, access local support including NHS screening services, housing advice, food banks, energy saving advice, suicide prevention and support, befriending services, local activities, education and training opportunities and much more.

The Programme is moving into delivering outcomes through social prescription funding and has so far funded yoga sessions, art materials, seated exercise, group therapy and a wellbeing event. With the new appointment of a community accelerator in 2024 the focus will be demonstrating the impact of the Programme and encouraging take up of the Kent and Medway Community Chest Fund.

NIHR – National Institute of Health Research

MVA have been working with the National Institute for Health Research (NIHR) during this last year. The NIHR is the research arm of the NHS.

MVA have been promoting how people can get involved with health research at various different events. Some of our own staff plus volunteers across the VCSEF have been recruited as Community Research Champions to raise the profile of and recruit others to take part in vital health research.

For more details please refer to Be Part Of Research ([nihr.ac.uk](https://www.nihr.ac.uk))

Medway Voluntary Action
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Trustees' report (continued)
for the year ended 31 December 2023

Objectives and activities (continued)

We will be working again with NIHR for a further year.

REN – Research Engagement Network

Research Engagement Network is a national version of the work that MVA are already doing locally with NIHR.

Funding has been made available from NHS England to develop a Research Engagement Network [REN] Programme. MVA will be working in partnership with local VCSEF organisations to deliver elements of this programme – in particular to arrange training sessions and recruit Community Research Champions (CRCs) from these training sessions. Those that sign up as a CRC are then invited to become a part of a local CREN (Community Research Engagement Network).

Swale Voluntary Alliance (SVA)

Swale Voluntary Alliance's mission is to support the VCSEF sector to become stronger together in the Swale area of Kent.

This initiative will give VCSEF groups and organisations - whatever their shape or size - opportunities to network, collaborate and develop shared solutions to the matters that are important to them.

SVA will be hosting three collaboration and networking events at a hyper-local level, with subsequent events bringing everybody together across the Swale area.

Funding for this 18 month project has been sourced from UK Shared Prosperity funding, via Swale Borough Council. The application for funding was submitted by a Consortium of organisations in Swale – MVA are part of this Consortium. MVA are playing a major role in the delivery of the project.

Medway Makers Project (Spirit 2012 funding)

Medway Makers, managed by Ideas Test, is now fully underway with volunteers registering and supporting events. The aim of the project is to increase the number of volunteers in the arts and cultural sectors in Medway including those who do not normally volunteer. MVA's contribution to the joint partnership is to support with the promotion and recruitment of volunteers as well as advise on volunteer related matters. We also manage the collation and reporting of the data from the surveys and focus groups.

SKC/MVA Partnership

This is the first time we have worked directly on a joint initiative with Stronger Kent Communities (SKC). Interest in our Transformation Academy project has generated significant interest in Kent. Funding became available from KCC to fund VCSEF 'infrastructure like' activities in Kent through Kent Community Foundation. 9 organisations across Kent were successful with bidding for funding, one of which was SKC with MVA as the delivery partner. Our combined offer is to take the Transformation Academy out to Kent with a total of 9 sessions in 3 separate areas of Kent, (sessions 1,2 and 3 in each area) + 1 near the completion of the project to bring the participants from all three areas together with one event. Combined with our work in Swale, this is another first experience of working in Kent and the MVA brand has been well received. It is likely that we will see further work of this nature with Kent organisations.

Macmillan Year of Listening (Medway and Swale)

Medway and Swale areas underperform in many cancer system indicators and there are diverse inequalities in engagement with cancer services in these areas.

The aim of the programme has been to work in partnership with local Voluntary and Community organisations, as well as delivering events within the local community, to understand the barriers and challenges people are experiencing in accessing local cancer treatment and support services.

Medway Voluntary Action
(A company limited by guarantee)

Trustees' report (continued)
for the year ended 31 December 2023

Objectives and activities (continued)

Engagement activities focused on people from one of five community characteristics which included people aged over 60, people living with a disability/limited daily activities, people of the Global Majority (formerly BAME), people from LGBTQIA+ communities and those from coastal towns and/or geographic areas experiencing high deprivation.

Cancer survival rates in Medway and Swale have been among the lowest in the country for some time, particularly for lung cancer. This Year of Listening has been vital in order to tackle this situation and to understand what the obstacles are.

We engaged with 903 respondents - at events, focus groups, surveys, via WhatsApp sessions and using out ICL (Interactive Community Listening) model. The easy read version of the report will soon be available on our website along with the full report.

"I often feel like what I'm saying to various clinicians is falling on deaf ears. I definitely don't feel listened to." Sally, Case Study.

This project lasted for one year and there is no further continuation funding on this for the time being.

d. Main activities undertaken to further the company's purposes for the public benefit

MVA is located in a central and accessible position within Medway and acts as focal point for local charities and community groups. In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'.

Achievements and performance

Since the inception of its previous Infrastructure contract with Medway Council, MVA has supported its core operation, primarily from past reserves, while seeking to establish further projects funded from related restricted funds.

Financial review

Income has increased from £581,100 in 2022 to £820,349 in 2023. Expenditure has increased from £563,216 in 2022 to £793,500 in 2023. This has resulted in a net surplus of £26,849 (2022: £17,884).

a. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

b. Reserves policy

The Trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be 6 months of the annual resources expendable, which equates to £137,740 and the requisite transfer, £127,724, has been made from the Service Development Designated Fund to meet this requirement.

Medway Voluntary Action
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Trustees' report (continued)
for the year ended 31 December 2023

c. Principal funding

The principal funding of the charity is derived from the Infrastructure contract with Medway Council established in 2013. After a successful tendering process MVA have been awarded a new 3 year contract until December 2026. with possibility of 1 + 1 additional years. MVA has also been successful in the renewal of the Befriending project into a further year, the continuation of the Involving Medway contract, Community Health Catalyst programme and receiving funding for a small number of projects that relate to the core work of MVA.

MVA continue to seek opportunities to seek funding and collaborative working opportunities to maintain sustainability and continue to support the sector and its residents.

Structure, governance and management

a. Constitution

Council for Voluntary Service (Medway) is a company limited by guarantee governed by its Memorandum and Articles of Association dated 20 September 1994 and is a registered charity number 1042475.

b. Methods of appointment or election of Trustees

The power of appointment of Trustees is vested in the existing trustees, subject to ratification at the Annual General Meeting. Trustees are recruited from a wide range of backgrounds to ensure an appropriate mix of skills and experience in line with the values of the organisation

c. Organisational structure and decision-making policies

The role of the Board of Trustees is to set the Charity's strategic direction, monitor the delivery of its objectives, uphold its values and governance, and guide, advise and support the CEO, who is responsible for day to day management decisions and leads the team towards achieving the charity's vision and purpose.

d. Policies adopted for the induction and training of Trustees

New Trustees are provided with an induction pack and all Trustees are encouraged to attend appropriate training courses.

e. Pay policy for key management personnel

The Board of Trustees aim to pay senior staff a fair salary that is competitive within the charity sector and proportionate to the complexity of each role. The Trustees are responsible in line with our charitable objectives based on the following principle:

- To pay our staff an appropriate salary to attract and retain people with the leadership, experience, knowledge and skills required to lead the transformation we are undergoing.

f. Financial risk management

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

Medway Voluntary Action
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Trustees' report (continued)
for the year ended 31 December 2023

Structure, governance and management (continued)

This work has identified that the reliance on the single contract with Medway Council and therefore the charity's longer term financial sustainability is the major financial risk for the Charity. This is reflected in the Reserves Policy, referred to above, and a key element in the management of financial risk is a regular review of available liquid funds to settle debts as they fall due, regular liaison with the bank, and active management of trade debtors and creditors balances to ensure sufficient working capital by the Trust. MVA is pro-actively seeking other contracts to mitigate this risk.

Plans for future periods

Future developments

In 2024 and beyond MVA aim to continue supporting the voluntary and community sector through times of further challenges to the VCS organisations and the communities it supports.

We will do this through:

- Consolidating the gains of working on the Joy Social Prescribing system and to deliver an impactful platform that supports both beneficiaries of Social Prescribing and the VCSEF organisations delivering them.
- As part of our infrastructure contract we will continue to support the sector and its sustainability for the benefit of the whole of Medway and wider demographic.
- Revamping our offer for volunteer and governance support as a result of the new Infrastructure contract.
- Establishing outreach infrastructure drop ins in community venues and libraries
- A streamlined and connected Infrastructure team who will continue to deliver this programme more effectively
- Ongoing improvements and developments for our Befriending Programme. We are welcoming new delivery partners, including one able to offer support for people experiencing mental health difficulties and developing a community connector function.
- Formally evaluating Medway Makers Programme to increase the number of Volunteers in the Creative Arts industries particularly from disadvantaged communities and using this intelligence to review our volunteer policies.
- Continued collaborative working with the voluntary and statutory organisations and local community, further strengthening relationships already developed and extending it.
- Building on the Partnership working with the VCS in Swale and community groups to provide a joined up support service across both Medway and Swale. We have joined the Swale Voluntary Alliance steering group and are working with them to deliver our collaboration toolkit with the local sector and manage the Shared Prosperity Fund VCSEF partnership delivery programme.
- Involving Medway & Swale will plan to carry on delivering on the health topics provided by the H&CP. We will continue to work with them and voluntary sector partners to provide health engagement, providing insight into key findings into system changes, and support community co-development and funding to deliver 'quick wins' within communities.
- NIHR (Research Ready Communities) programme will continue for 2024, where it will look to amplify its reach through the VCSEF and health events, to further increase awareness of the importance of health research amongst hardily listened-to communities.
- As part of the Community Health Catalyst programme we will continue engaging with specific inclusion groups (Homeless, Substance Misuse, Ex-Offenders, BAME, LGBTQIA+, Learning Difficulties, Mental Health, Gypsy/Roma/Traveller communities, Sex Workers, Victims of Modern Slavery, Vulnerable Migrants and Multi-Morbidities) through local the VCS to undertake engagement and help reduce health inequalities across these communities. Working with partners we will also implement mechanisms for community development.
- Strengthen the volunteer offer across the sector with the development of a volunteer passport as part of the Transformation Academy and Alliance programme

Medway Voluntary Action
(A company limited by guarantee)

Trustees' report (continued)
for the year ended 31 December 2023

Plans for future periods (continued)

- Continuing to support the Transformation Academy (TA) which continues to thrive with well attended and successful training sessions, discussions and support for VCS leaders in Medway. The Transformation Academy is working to help improve the sustainability of Medway's Voluntary and Community Sector groups and organisations by negotiating shared services and discounts on services. They will also be focussing on improving the sector's capacity to evidence impact.
- Supporting the PhD student working with Nottingham Trent University to evaluate the TA programme and work with its members to develop a Theory of Change model for the programme
- Investigating further opportunities to work with H&CP and other health partners – including delivery of programmes such as: Cancer Bowel Screening and Vital 5 projects.
- Develop an offer for the VCSEF to support their independent evaluation needs; providing a platform for securing cost sensitive and high-quality programmes of evaluative work.
- Continued development of training modules that can be offered remotely and in-house
- Continuing to seek alternative, sustainable funding and further develop opportunities to secure additional funding in partnership with other organisations across Medway and Swale for the benefit of these communities.

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the company for the purposes of company law) are responsible for preparing the Trustees' 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 statement. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of its incoming resources and application of resources, including its income and expenditure, 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 of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 company will continue in business.

The Trustees are responsible for keeping adequate 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 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 company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees on
by:

and signed on their behalf

P C Stokes

Medway Voluntary Action
(A company limited by guarantee)

Independent examiner's report
for the year ended 31 December 2023

Independent examiner's report to the Trustees of Medway Voluntary Action ('the company')

I report to the charity Trustees on my examination of the accounts of the company for the year ended 31 December 2023.

Responsibilities and basis of report

As the Trustees of the company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Association of Chartered Certified Accountants, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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

This report is made solely to the company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's Trustees as a body, for my work or for this report.

Signed:

S M Rouse

Dated:

FCCA DChA

Kreston Reeves LLP

Chartered Accountants

Chatham Maritime

Medway Voluntary Action
(A company limited by guarantee)

Statement of financial activities (incorporating income and expenditure account)
for the year ended 31 December 2023

	Note	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Income from:					
Donations and legacies	3	597,552	169,851	767,403	537,313
Other trading activities	4	-	1,868	1,868	3,191
Investments	5	-	8,317	8,317	968
Other income	6	-	42,761	42,761	39,628
Total income		597,552	222,797	820,349	581,100
Expenditure on:					
Charitable activities	7	518,020	275,480	793,500	563,216
Total expenditure		518,020	275,480	793,500	563,216
Net movement in funds		79,532	(52,683)	26,849	17,884
Reconciliation of funds:					
Total funds brought forward		236,058	494,526	730,584	712,700
Net movement in funds		79,532	(52,683)	26,849	17,884
Total funds carried forward		315,590	441,843	757,433	730,584

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

The notes on pages 17 to 32 form part of these financial statements.

Medway Voluntary Action
(A company limited by guarantee)
Registered number: 02987866

Balance sheet
as at 31 December 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	12	3,339	2,570
Current assets			
Debtors	13	209,009	151,637
Cash at bank and in hand		902,662	668,847
		1,111,671	820,484
Creditors: amounts falling due within one year	14	(357,577)	(92,470)
Net current assets		754,094	728,014
Total net assets		757,433	730,584
Charity funds			
Restricted funds	15	315,590	236,058
Unrestricted funds	15	441,843	494,526
Total funds		757,433	730,584

The company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

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

P C Stokes
 (Chair of Trustees)
 Date:

The notes on pages 17 to 32 form part of these financial statements.

Medway Voluntary Action
(A company limited by guarantee)

Statement of cash flows
for the year ended 31 December 2023

	2023	2022
	£	£
Cash flows from operating activities		
Net cash provided by / (used in) operating activities (Note 18)	228,740	(61,212)
Cash flows from investing activities		
Dividends, interests and rents from investments	8,317	968
Purchase of tangible fixed assets	(3,242)	(1,112)
Net cash provided by/(used in) investing activities	5,075	(144)
Cash flows from financing activities		
Change in cash and cash equivalents in the year	233,815	(61,356)
Cash and cash equivalents at the beginning of the year	668,847	730,203
Cash and cash equivalents at the end of the year	902,662	668,847

The notes on pages 17 to 32 form part of these financial statements

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 December 2023

1. General information

Medway Voluntary Action is a charitable company limited by guarantee incorporated in England, with charity number 1042475 and company number 02987866. The charity's registered office is 5A New Road Avenue, Chatham, ME4 6BB.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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 Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

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

The financial statements are prepared in British Sterling and are rounded to the nearest Pound.

2.2 Going concern

The Trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charity to continue as a going concern. The Trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements and have concluded that the Charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the Charity's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

2.3 Income

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 December 2023

2. Accounting policies (continued)

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.6 Taxation

The company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

2.7 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

Depreciation is provided on the following basis:

Office equipment	- 25% straight line
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2.8 Debtors

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

2.9 Cash at bank and in hand

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

Medway Voluntary Action
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Notes to the financial statements
for the year ended 31 December 2023

2. Accounting policies (continued)

2.10 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

2.11 Financial instruments

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

2.12 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

2.13 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

Medway Voluntary Action
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Notes to the financial statements
for the year ended 31 December 2023

3. Income from donations and legacies

	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Donations	-	-	-	170
Grants	147,978	5,839	153,817	80,044
Government grants	449,574	164,012	613,586	457,099
	<u>597,552</u>	<u>169,851</u>	<u>767,403</u>	<u>537,313</u>
Total 2022	<u>407,849</u>	<u>129,464</u>	<u>537,313</u>	

4. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Training income	200	200	1,338
Photocopying charges	1,668	1,668	1,853
	<u>1,868</u>	<u>1,868</u>	<u>3,191</u>
Total 2022	<u>3,191</u>	<u>3,191</u>	

5. Investment income

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Deposit account interest	8,317	8,317	968
	<u>968</u>	<u>968</u>	
Total 2022	<u>968</u>	<u>968</u>	

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 December 2023

6. Other incoming resources

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Sales and service income	-	-	3,020
Management fees	42,761	42,761	36,608
	<u>42,761</u>	<u>42,761</u>	<u>39,628</u>
Total 2022	<u>39,628</u>	<u>39,628</u>	

7. Analysis of expenditure on charitable activities

Summary by fund type

	Restricted funds 2023 £	Unrestricted funds 2023 £	Total 2023 £	Total 2022 £
Direct costs (note 8)	518,020	275,480	793,500	563,216
	<u>518,020</u>	<u>275,480</u>	<u>793,500</u>	<u>563,216</u>
Total 2022	<u>296,843</u>	<u>266,373</u>	<u>563,216</u>	

Medway Voluntary Action
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Notes to the financial statements
for the year ended 31 December 2023

8. Charitable activity costs

	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Equipment hire	-	594	594	133
Insurance	764	4,671	5,435	4,357
Legal & professional	6,400	14,502	20,902	18,446
Postage, printing and stationery	9,568	3,937	13,505	6,282
Premises expenses	-	398	398	257
Energy and water rates	-	4,949	4,949	3,782
Equipment costs	1,744	17,594	19,338	16,248
Rent	1,980	13,083	15,063	19,200
Telephone	4,079	4,658	8,737	8,465
Sessional work and training	19,778	142	19,920	1,933
Travel expenses	1,035	673	1,708	1,209
Staff and other expenses	8,763	6,766	15,529	17,159
Sundry expenses	20,728	8,276	29,004	29,540
Advertising and promotions	1,390	357	1,747	1,015
Project expenses	146,802	2,044	148,846	53,216
Management fees	41,802	(3,506)	38,296	37,116
Independent examination fee	-	2,000	2,000	1,350
Wages and salaries	253,187	191,869	445,056	338,212
Depreciation	-	2,473	2,473	5,296
Total 2023	518,020	275,480	793,500	563,216
Total 2022	296,843	266,373	563,216	

9. Independent examiner's remuneration

	2023 £	2022 £
Fees payable to the company's independent examiner for the independent examination of the company's annual accounts	2,000	1,350

Medway Voluntary Action
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Notes to the financial statements
for the year ended 31 December 2023

10. Staff costs

	2023 £	2022 £
Wages and salaries	405,630	315,146
Social security costs	28,390	15,664
Contribution to defined contribution pension schemes	11,036	7,402
	445,056	338,212

The average number of persons employed by the company during the year was as follows:

	2023 No.	2022 No.
All staff	17	14

No employee received remuneration amounting to more than £60,000 in either year.

The total employment benefits including employer pension contributions and employer national insurance contributions of the key management personnel were £56,392 (2022: £60,575).

11. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2022 - £NIL).

During the year ended 31 December 2023, expenses totalling £274 were reimbursed or paid directly to 3 Trustees (2022 - £389 to 1 Trustee).

Medway Voluntary Action
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Notes to the financial statements
for the year ended 31 December 2023

12. Tangible fixed assets

	Office equipment £
Cost or valuation	
At 1 January 2023	31,509
Additions	3,242
Disposals	(4,155)
At 31 December 2023	<u>30,596</u>
Depreciation	
At 1 January 2023	28,939
Charge for the year	2,473
On disposals	(4,155)
At 31 December 2023	<u>27,257</u>
Net book value	
At 31 December 2023	<u><u>3,339</u></u>
At 31 December 2022	<u><u>2,570</u></u>

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 December 2023

13. Debtors

	2023 £	2022 £
Due within one year		
Trade debtors	196,922	140,537
Prepayments and accrued income	12,087	11,100
	209,009	151,637

14. Creditors: Amounts falling due within one year

	2023 £	2022 £
Trade creditors	8,756	1,058
Other taxation and social security	13,396	5,175
Other creditors	262,705	17,900
Accruals and deferred income	72,720	68,337
	357,577	92,470

	2023 £	2022 £
Deferred income at 1 January 2023	58,865	-
Resources deferred during the year	58,753	58,865
Amounts released from previous periods	(58,865)	-
	58,753	58,865

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 December 2023

15. Statement of funds

Statement of funds - current year

	Balance at 1 January 2023 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2023 £
Unrestricted funds					
Designated funds					
Fixed Asset Fund	2,570	-	(2,473)	3,242	3,339
Service Development Fund	431,730	-	-	(130,966)	300,764
	<u>434,300</u>	<u>-</u>	<u>(2,473)</u>	<u>(127,724)</u>	<u>304,103</u>
General funds					
General Fund	60,226	222,797	(273,007)	127,724	137,740
Total Unrestricted funds	<u>494,526</u>	<u>222,797</u>	<u>(275,480)</u>	<u>-</u>	<u>441,843</u>
Restricted funds					
Social Prescribing - Medway Community Healthcare CIC (MCH)	-	115,000	(37,542)	-	77,458
Macmillan - Year of Listening	3,336	46,523	(49,859)	-	-
Community Health Catalyst	119,641	138,533	(131,739)	-	126,435
Cost of Living Fund – NAVCA	-	5,000	(5,000)	-	-
Lawson Endowment Fund - Couch 2 Community	3,052	-	(3,052)	-	-
Befriending	18,638	128,415	(112,801)	-	34,252
Involving Medway Project	27,068	47,248	(45,770)	-	28,546
Bridging the Divide	2,272	-	(2,272)	-	-
National Development Programme	11,144	-	(3,803)	-	7,341
Medway Makers - Ideas Trust	-	15,378	(1,289)	-	14,089
The Community Fund - VCS Coalition	50,907	101,455	(124,893)	-	27,469
	<u>236,058</u>	<u>597,552</u>	<u>(518,020)</u>	<u>-</u>	<u>315,590</u>
Total of funds	<u>730,584</u>	<u>820,349</u>	<u>(793,500)</u>	<u>-</u>	<u>757,433</u>

Notes to the financial statements
for the year ended 31 December 2023

15. Statement of funds (continued)

Lawson Endowment Fund – Couch 2 Community

Funding received from Kent Community Foundation from the Lawson Endowment Fund (application submitted to Vulnerable Adults Theme) to establish a structured programme with tools and support, enabling isolated or lonely individuals in Medway to journey from “couch” to community connectivity.

MHS Homes Group

This was a case referral programme to provide an impartial mediation service to support MHS Homes tenants settle neighbourhood disputes.

Barrow Cadbury Trust

A social enterprise champions programme which recruited local sector leaders who were trained to act as advocates and mentors for social investment.

Befriending

Funded by Kent & Medway Clinical Commissioning Group, the Befriending programme supports lonely and isolated people across Medway in a variety of ways including telephone befriending, connecting into local Voluntary and Community sector organisations, group meets in parks, cafes and green spaces, virtual sessions over Zoom and 1:1 Befriending.

Involving Medway and Swale

Funded by Kent & Medway Integrated Care Board, delivering the Community Health Researcher and VCS Focus Group programmes and supporting discussions to help understand the role of this programme to support the new Health and Care Partnership for Medway and Swale, as well as the wider Integrated Care System for Kent and Medway.

Bridging the Divide

This was a pilot scheme funded by the Test Bed Fund (from Kent & Medway Clinical Commissioning Group) to support a digital inclusion programme - Bridging the Divide. This lends tablets to socially isolated adults in Medway while helping them with a Digital Champion to engage in the digital arena. Due to the lifting of the Covid-19 restrictions, the need for the tablets reduced as more members engaged with in person interactions and the project was wound down.

Bridging the Divide – Awards for All

Additional funding to support the continuation of the Bridging the Divide programme to help alleviate isolation as a result of Covid-19 and other life circumstances. Due to the lifting of the Covid-19 restrictions, the need for the tablets reduced as more members engaged with in person interactions and the project was wound down.

Bridging the Divide – MacMillan

Funding to facilitate the purchase of additional tablets for socially isolated residents in Medway and Swale who have or have had cancer, or have been affected by cancer through a close relative. Due to the lifting of the Covid-19 restrictions, the need for the tablets reduced as more members engaged with in person interactions and the project was wound down

The Community Fund – VCS Coalition

The VCS Transformation Academy and Alliance bid to the National Lottery's Communities Fund was successfully awarded in 2021. This proposal was developed in recognition that MVA's infrastructure contract delivers 'business as usual' support for the VCS – but additional programmes, and associated funding, would be essential to empower and build capacity within the VCS to radically transform how they operate.

Notes to the financial statements
for the year ended 31 December 2023

15. Statement of funds (continued)

Community Renewal Fund – Medway Together

Medway Together was a collaboration of charity sector partners, delivering innovative skills, Wellbeing & employability support to young people, disabled people and vulnerable or underemployed groups in Medway. Funded through Central YMCA and the University of Greenwich, the latter becoming the lead partner for the project, with other partners consisting of Disability Assist, CAP, Great Leaps, University of Greenwich, NRI, Carers First, MidKent College, HomeStart, wHoo Cares, KAB and Medway Diversity Forum.

Community Health Catalyst – Medway and Swale Health and Care partnership

This 12-month project concentrates on Medway Central and the Isle of Sheppey, with the aim to identify what people in these communities need to help overcome the Health Inequalities they are facing and co-create an action plan with communities to take forward.

MacMillan Cancer Support– Year of Listening

A 'Year of Listening' is an exciting new 12-month community engagement project seeking to understand the barriers and challenges local people are experiencing in accessing local cancer treatment and support services in Medway & Swale.

National Development Programme

Funded by Kent & Medway CCG for VCSE partnership working to embed the voluntary, community & social enterprise sector within the integrated care system.

Medway Makers – Ideas Test

With Spirit 2012 funding, the aim of the project is to increase the number of volunteers in the arts and cultural sectors in Medway including those who do not normally volunteer.

Social Prescribing - Medway Community Healthcare CIC (MCH)

Working with Medway Council and Medway and Swale Health and Care Partnership MVA introduced Joy marketplace, a web based platform that connects social prescribing link workers with the Voluntary Community Social Enterprise & Faith sectors (VCSEF). Social prescribing is linking individuals with social activities that meet the needs that affect their health and well-being.

Cost of Living Fund – NAVCA

Funding allowed us to invest in paid for socials and radio/press adverts promoting MVA's COLC resources and their wider infrastructure support. It also enabled MVA to host a Cost Of Living Summit for the VCS to come together to share ideas and provide peer-support.

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Notes to the financial statements
for the year ended 31 December 2023

15. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 January 2022 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2022 £
Unrestricted funds					
Designated funds					
Fixed Asset Fund	6,754	-	(5,296)	1,112	2,570
Service Development Fund	431,730	-	-	-	431,730
	<u>438,484</u>	<u>-</u>	<u>(5,296)</u>	<u>1,112</u>	<u>434,300</u>
General funds					
General Fund	143,937	173,251	(261,077)	4,115	60,226
Total Unrestricted funds	<u>582,421</u>	<u>173,251</u>	<u>(266,373)</u>	<u>5,227</u>	<u>494,526</u>
Restricted funds					
YMCA - Medway Together - Community Renewal	-	17,030	(17,030)	-	-
NHS Kent & Medway CCG - National Development	-	25,000	(13,856)	-	11,144
Macmillan - Year of Listening	-	15,509	(12,173)	-	3,336
Community Health Catalyst	-	140,475	(20,834)	-	119,641
Lawson Endowment Fund - Couch 2 Community	7,491	-	(4,439)	-	3,052
MHS Homes Group	2,623	-	-	(2,623)	-
Barrow Cadbury Trust	2,833	-	-	(2,833)	-
Befriending	17,809	107,669	(110,983)	4,143	18,638
Involving Medway Project	17,346	44,500	(35,007)	229	27,068
Bridging the Divide	3,354	170	619	(4,143)	-
Bridging the divide - Awards for All	9,954	(9,101)	(853)	-	-
Bridging the divide - MacMillan	2,272	-	-	-	2,272
The Community Fund - VCS Coalition	66,597	66,597	(82,287)	-	50,907
	<u>130,279</u>	<u>407,849</u>	<u>(296,843)</u>	<u>(5,227)</u>	<u>236,058</u>
Total of funds	<u>712,700</u>	<u>581,100</u>	<u>(563,216)</u>	<u>-</u>	<u>730,584</u>

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Notes to the financial statements
for the year ended 31 December 2023

15. Statement of funds (continued)

16. Summary of funds

Summary of funds - current year

	Balance at 1 January 2023 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2023 £
Designated funds	434,300	-	(2,473)	(127,724)	304,103
General funds	60,226	222,797	(273,007)	127,724	137,740
Restricted funds	236,058	597,552	(518,020)	-	315,590
	730,584	820,349	(793,500)	-	757,433

Summary of funds - prior year

	Balance at 1 January 2022 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2022 £
Designated funds	438,484	-	(5,296)	1,112	434,300
General funds	143,937	173,251	(261,077)	4,115	60,226
Restricted funds	130,279	407,849	(296,843)	(5,227)	236,058
	712,700	581,100	(563,216)	-	730,584

17. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £
Tangible fixed assets	-	3,339	3,339
Current assets	315,590	796,081	1,111,671
Creditors due within one year	-	(357,577)	(357,577)
Total	315,590	441,843	757,433

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Notes to the financial statements
for the year ended 31 December 2023

17. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £
Tangible fixed assets	-	2,570	2,570
Current assets	236,058	584,426	820,484
Creditors due within one year	-	(92,470)	(92,470)
Total	236,058	494,526	730,584

18. Reconciliation of net movement in funds to net cash flow from operating activities

	2023 £	2022 £
Net income for the year (as per Statement of Financial Activities)	26,849	17,884
Adjustments for:		
Depreciation charges	2,473	5,296
Dividends, interests and rents from investments	(8,317)	(968)
Increase in debtors	(57,372)	(146,456)
Increase in creditors	265,107	63,032
Net cash provided by/(used in) operating activities	228,740	(61,212)

19. Analysis of cash and cash equivalents

	2023 £	2022 £
Cash in hand	902,662	668,847
Total cash and cash equivalents	902,662	668,847

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Notes to the financial statements
for the year ended 31 December 2023

20. Analysis of changes in net debt

	At 1 January 2023 £	Cash flows £	At 31 December 2023 £
Cash at bank and in hand	668,847	233,815	902,662
	<u>668,847</u>	<u>233,815</u>	<u>902,662</u>

21. Pension commitments

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the group in an independently administered fund. The pension cost charge represents contributions payable by the group to the fund and amounted to £11,036 (2022 - £7,402).

22. Operating lease commitments

At 31 December 2023 the company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2023 £	2022 £
Not later than 1 year	19,396	30,846
Later than 1 year and not later than 5 years	5,431	9,343
	<u>24,827</u>	<u>40,189</u>

23. Related party transactions

During the year the charity received £138,533 from the Community Health Catalyst Programme. The husband of Trustee, L Riley is a director of this entity (2022: £140,475).

L McVeigh and P Strokes (Trustees) are directors of Medway Mediation. The services provided by Medway Mediation and its assets were transferred to MVA and the company dissolved in 2022. The amount transferred to MVA amounted to £983.27.

There were no other related party transactions during the year or prior year.

COUNCIL FOR VOLUNTARY SERVICE (MEDWAY)

England & Wales - Charity number 1042475

Accounts

Registered number: 02987866
Charity number: 1042475

Council for Voluntary Service (Medway) Operating

as:

Medway Voluntary Action

(A company limited by guarantee)

Unaudited

**Trustees' report and financial statements
for the year ended 31 December 2022**

Medway Voluntary Action
(A company limited by guarantee)

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Medway Voluntary Action
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**Reference and administrative details of the company, its Trustees and advisers for
the year ended 31 December 2022**

Trustees

P C Stokes, Chairman
T A Clarke, Vice Chair
G Viggers
L S F Riley
A R R Graham
J D McConville
Y Qureshi
D Green
L McVeigh
S D Danton (appointed 15 November 2022)
S Milford-Kemp

Company registered number

02987866

Charity registered number

1042475

Registered office

5A New Road Avenue
Chatham
ME4 6BB

Chief executive officer

J Howard

Accountants

Kreston Reeves LLP
Chartered Accountants
Montague Place
Quayside
Chatham Maritime
Chatham
Kent
ME4 4QU

Bankers

Co-operative Bank plc 6
Olympic Court Montford
Street Salford
M5 2QP

Medway Voluntary Action
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Trustees' report
for the year ended 31 December 2022

The Trustees present their annual report together with the financial statements of the company for the 1 January 2022 to 31 December 2022. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019). As a result of a re brand in August 2014, the company is now operating as Medway Voluntary Action (MVA), the name contained within the rest of this report.

Since the company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Policies and objectives

The principal objects of the company are to promote any charitable object or purpose for the benefit of the community, primarily but not exclusively, within the Medway and increasingly Swale area and in particular, but not exclusively, the following:

1. The provision, or assistance in the provisioning of, the development of facilities in the interest of social welfare, including social activities, with the object of improving the conditions of life for the local community.
2. To provide for the protection of health, and the relief of poverty, distress and sickness.
3. The advancement of education and learning.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

b. Strategies for achieving objectives

Medway Voluntary Action is a local development support organisation that leads, facilitates and supports a thriving Voluntary and Community Sector (VCS) in Medway.

Our mission is to:

Be a catalyst for social change to support and empower Medway communities to come together to help improve lives and solve problems that are important within their communities.

Our strategic aims are:

- To be a central hub of information, support and guidance.
- To seed and nurture sustainable local projects.
- To be the mandated voice of the VCS to influence local services, represent its views and facilitate cross-sector dialogue.
- To maximise opportunities for income generation, funding and sustainability for the VCS.

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Trustees' report (continued)
for the year ended 31 December 2022

Objectives and activities (continued)

c. Activities undertaken to achieve objectives

Established in 1989 and now embedded within Medway's communities for over 30 years, Medway Voluntary Action (MVA) has a strong history of supporting and representing Voluntary, Community and Social Enterprise (VCS or VCSE) organisations in Medway and now increasingly into Swale.

MVA continues to work towards a Medway where communities are active, empowered and connected. We support local not-for-profit organisations, groups and community members to develop skills, build resources and amplify their voice.

The following is a more detailed account of the work streams undertaken by MVA.

Infrastructure

As part of our relationship with Medway Council, we are commissioned to provide a service to organisations and individuals, targeting three (3) objectives:

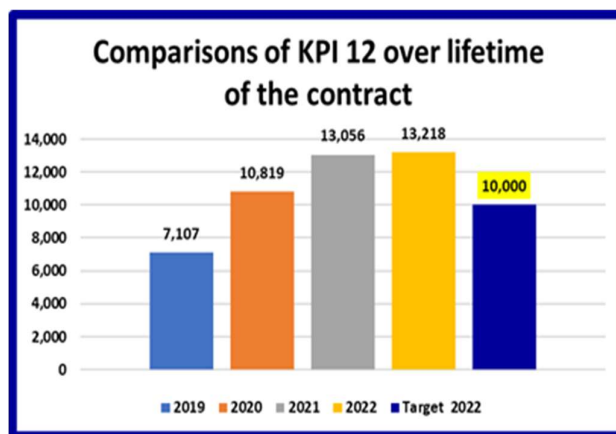
1. Community Capacity Building.
2. Engagement & Representation, Promotion and Networking.
3. Developing Volunteering.

We also work with four partners, Healthwatch Medway, Carers First, Kent Association for the Blind and Citizens Advice Medway also commissioned by Medway Council, as part of the 'Better Together Consortium'.

MVA is in its penultimate year for delivering this contract. Year on year trends show a marked improvement in outcomes some of which are featured below:

The three key objectives for this contract and how we have performed against them are as follows:

1.Capacity Building – VCS Business Support and Income Generation in Medway.



Please note the blue column in the right-hand graph below is the target for 2022.

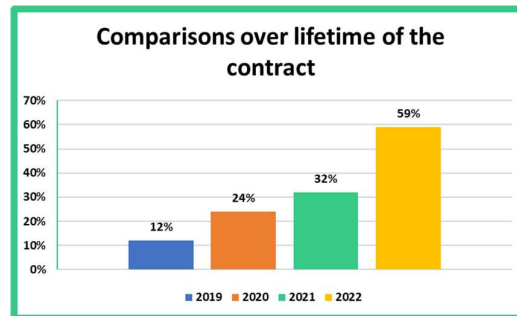
MVA has not only met its target for the year but overachieved in all 3 aspects of this KPI.

Income Generation, Governance and Back-office support

During 2022, MVA supported 276 unique organisations with Income generation, with a number returning for support throughout the quarters, including regulars at our monthly Funding Club. Reporting 12,901 interactions throughout the year, 59% of organisations returned for continued support, our highest ever percentage since 2019.

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Percentage of 'Organisations' receiving follow up contact.



MVA have supported organisations to successfully raise c£6million since 2019. Our Funding Club which met online on 9 occasions during 2022, included topics on fundraising, strategy planning, Medway Lottery, Medway Alliance, Kent Community Foundation, Kent Revs, Direct Payments and several Networking sessions with the aim to encourage and facilitate partnership working between organisations.

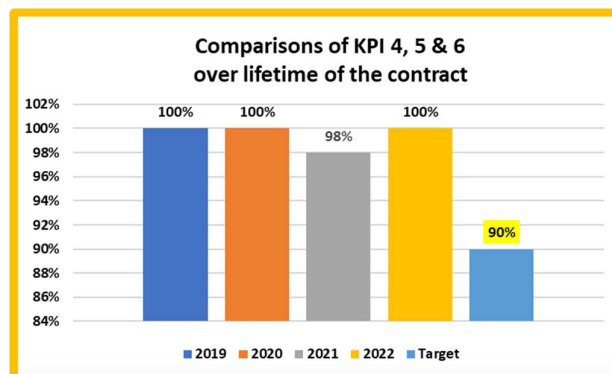
We delivered 32, 1:1 sessions on Fundraising and Governance support. The topics covered included:

- Charity Governance Code.
- Directors Code of Conduct.
- Supporting the development of new charities, Community Interest Companies and Charitable Incorporated Organisations (CIOs) including conversions.
- Legal structures available to new set ups.
- Governance for startups.
- Governance for established groups/organisations.
- Reviewed some key organisational policies.
- Introductions to Stronger Kent Communities and Funding For All.

Polls

MVA Income Generation poll - 100% of organisations responding to the income generation poll felt that they had been supported with advice and information, income generation and were better connected to other services.

MVA Satisfaction poll (Blue Column on right hand side is the target)



Meeting 100% of targets set for 2022, we also overachieved on all satisfaction and Income Generation satisfaction polls conducted. Below is a sample of accompanying comments:

Qtr 1 – “MVA are a ‘go to’ service to find out information and other services in Medway. They provide an excellent link to other services which ensures we are always working in a joined up way”

Qtr 2 – “As a partner organisation, I have found MVA to be very supportive and friendly with a host on knowledgeable on hand (sic) to support any query I have.”

Qtr 3 - . “The support I am receiving from MVA is invaluable, real and tailored to our situation. I feel much more

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confident about our CIC knowing MVA has expert knowledge in our field and can also signpost us to relevant opportunities. I don't feel so alone in the field!"

Qtr 4 - "Quite frankly MVA are the glue that hold Medway's VCS together. MVA's support of our VCS is invaluable and as a result Medway's VCS will continue to be sustainable."

Directory of Services

MVA continue to maintain and update MVA's Directory of Services of VCS organisations within Medway. Currently we have in excess of 1500 organisations listed on our system of which c1200 are available to view publicly on our online directory located on MVA's website.

Number of communication platforms, including social media, that the VCS organisations are engaged through



Over the lifetime of the contract 2022 has seen the highest number of communications delivered than previous years and in fact was higher than years 2019 and 2020 combined (see graph above right).

2. Engagement and Representation of the sector

- a clear MVA wide communication plan in place.
- attended/held 43 events throughout 2022 connecting with 1535 individuals from the VCSE, statutory organisations and the public to share what support MVA offers.
- sat on 64 Boards, Networks, and meetings to advocate for the VCSE organisations within Medway, feeding back relevant information to VCSE organisations through our social media, website, newsletters, Community Update Meetings and VCSE Leaders Steering Groups.
- collected feedback from the sector using a variety of mechanisms to ensure their 'voice' was heard.

3. Developing Volunteering

- 262 organisations were supported with volunteering including 4 events, 613 occasions of direct support and 1,355 via the website.
- 387 volunteer opportunities were supported and promoted via our website.
- 6160 events and activities to promote volunteering including email, face to face, phone calls, social media, online and through our website.

784 was the highest number of volunteers signed up to MVA's volunteering platform during 2022.

MVN (Medway Volunteer Network)

Medway Volunteer Network, since its launch in 2017, continues to grow from strength to strength, despite the challenges the VCS is facing with the ongoing Cost of Living/Giving Crisis. We have continued to increase our MVN membership numbers, and we now have in excess of 750 members within the Network.

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Some of the 2022 highlights include:

- Supporting over 250 local VCS organisations with various volunteering related support either virtually, face to face or through 121 sessions.
- Over 100 live volunteer opportunities listed on our MVN Opportunities page from 60+ local VCS organisations and groups.
- Attending 12 local 'in-person' events to promote volunteering.
- A new Volunteer Manager Support network for local Volunteer Managers to network and support each other. There are over 20 members currently in the network.
- Developing a new Employer Supported Volunteering Information resource for local employers.
- Supporting some of our CHR volunteers to work towards the new NHS National Volunteering Certificate.
- Another 'notable' year on the Barry Clout Award with over 20+ Barry Clout Volunteering Award Nominations.
- 4303 visits to our volunteering Support for Volunteers & VCS Organisations' web pages.

For Volunteers Week this year MVA went BIG and launched:

- #MedwayHeroes: A new area on our website where local volunteers can share their stories.
- A range of free resources celebrating trustees and the benefits of diversity on the board.
- MVA hosted Afternoon Tea and gifts for our volunteers and posted over 100 handwritten thank you cards and pins to all of our volunteers and trustees.

Some Quotes About Our Volunteering Support:

"Thanks for your kind words and support. I'm very grateful for all of your support, Both for today and in all of our community engagement activities – a true partnership".

Becky Farley, Mid-Kent College, Director Community Engagement
Commenting on MVN's Volunteering Support Service

"We have now filled the Secretary volunteer role which we advertised through you, the person we have appointed found the role on your website so that's great. Thank you".

Sara Close, Volunteer Recruiter, Read Easy Medway
Commenting on MVN's Volunteering Support Service

"This is a super help, thank you very much. It gives me plenty to be getting on with, lots of ideas, food for thought and excellent resources on your website. We really appreciate all your help and thank you for the kind offer of further assistance".

Rebecca Hodge, Executive Officer, Graceway
Commenting on MVN's Volunteering Support Service

Volunteer Manager Support Network

Early in 2022 MVA launched a new support network for Volunteer Managers & Co-ordinators in Medway. The group provides a great opportunity for those managing or supporting volunteers in Medway to connect and share peer support.

The group provides a platform that brings together volunteer managers to enable:

- The sharing of knowledge and experience.
- Provision of networking opportunities.
- Delivery of peer to peer support.
- And those all-important collaborative working opportunities.

Meetings take place every 6-8 weeks and are a mix of online and in-person events; currently around 20 members attend.

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Befriending

The Befriending Programme is delivered by Medway Voluntary Action (MVA), with Carers First and wHoo Cares. Our partnership has now been joined by Swale CVS (Swale Community and Voluntary Services) in September 2022.

Our Befriending Programme staff learnt a lot from the pandemic as the service was heavily utilised during the challenging times of the lockdowns. MVA were able to offer a lifeline to many people during these amplified times of loneliness and isolation.

We now have a further set of challenges ahead of us with worrying financial times ahead for so many. To support our members most during these difficult times we have created a programme of activities to meet their financial as well as their physical/emotional needs.

MVA offered bi/weekly coffee mornings in various locations to ensure we maximise the offer to all of Medway's populations. We also deliver telephone befriending sessions to our less mobile members.

384 members access these opportunities supported by 48 volunteers.

Test Bed Fund

The Test Bed Fund is funded by the Medway and Swale Health and Care Partnership and was overseen by MVA's Befriending Team and the Test Bed Fund Board. It offered grants to organisations operating locally in Medway or Swale for the provision of services and activities that seek to strengthen community cohesion through befriending services. It was specifically designed to pilot new and innovative ways of working.

12 projects across Medway and Swale were funded by the Test Bed Fund (TBF) during its third year. The Test Bed Fund has again enabled such valuable projects and activities to take place. Even more beneficiaries have been supported to help reduce their loneliness and isolation. We are now able to demonstrate a reduction in usage of frontline NHS services as a result of this work with partners. Anecdotally those who attend the sessions report needing to book less GP appointments etc as a result of improved social interactions.

Currently the 2022-2023 Test Bed Fund has been approved and grant recipients have received funding and we now have another 13 projects taking place between October 2022 and April 2023.

Kent Sport 'Park Meets'

We concluded our Kent Sport funded project of Park Meets. These sessions enabled our members to not only have social interaction but also a healthy energising walk in nature.

Kent Community Foundation 'Couch 2 Community'

MVA is very grateful to the Kent Community Foundation (KCF) for funding our recent 'Couch 2 Community' activities since September 2022. In January 2023 we worked on some collaborative publicity work with KCF at Jaspers Café where the cookery session took place, including a film being made.

Members have also attended many Seated Exercise Classes, Cream Teas, Christmas and Easter Craft activities, a trip to the Pantomime, Bingo sessions and a trip to the beach.

One of the legacies of these project is that MVA will conduct some research into loneliness in young people (local research shows that 18-30 year olds can be more lonely than retired people).

Bridging the Divide

This project was wound down as was pandemic related and following the end of Lockdowns, was no longer required. Prior to its wind-down it served c.50 individuals.

Involving Medway & Swale

Involving Medway & Swale (IMS) is a partnership between community organisations, Medway & Swale Health and Care Partnership (H&CP) and NHS Kent aimed at building healthier communities.

In 2022 the IMS programme engaged with residents on the topic of Vascular Services, Health Data Sharing and Diabetes.

The changes to vascular engagement sought to establish what people in Medway & Swale thought about how

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vascular surgery is run. The questions included views on proposals to create specialist vascular surgery services in Kent and Medway to deal with complex operations.

The health data sharing engagement looked at ways to find out what people thought about the different health and care organisations using data about them and their families to improve care, particularly for those with the biggest health problems.

The diabetes engagement again partnered with VCS organisations to speak to those seldom heard individuals in society in the hope of understanding their experiences of diabetes services in Medway. It is projected the number of people in Medway diagnosed with diabetes is expected to increase five-fold, in the coming years. The H&CP partnership is hoping to co-develop a Medway Diabetes plan and this research will contribute towards this.

The 2022-23 IMS programme will also give VCS groups and organisations opportunities to access community grant funding to develop quick-win initiatives with their service users in response to the issues identified during the focus group activities – supporting a goal of meaningful engagement, and lasting change.

Research Ready Communities

The Research Ready Communities programme is set up by the National Institute for Health and Care Research. By working closely with communities, it helps them to establish what health and care research is, how it can benefit them, how to take part in research and get more involved in other research opportunities that are taking place locally.

Medway Voluntary Action saw great benefit in the Research Ready Community project, as it extended the work, we already do in addressing health inequalities. It provided a model whereby it developed a project officer's skills to be able to go out into the community to listen to the voices of those seldom-heard individuals who are integral to improvements in health research. Medway has a high level of health inequalities and many key programmes have been set up to address these within its population, so the RRC project could provide another vital tool to help with this.

Kent and Medway Listens

Kent and Medway Listens was the largest and deepest county-wide engagement exercise ever undertaken focusing on the mental wellbeing of the population. It partnered with various community partners including Involve Kent, Kent Equality Cohesion Council, Rethink Kent, Social Enterprise Kent, Medway Voluntary Action (MVA), the Medway Diversity Forum, Befriending Together, Megan CIC, Centre for Independent Living, Medway Gender and Sexual Diversity Centre and Medway Plus.

Kent and Medway Listens had three main objectives:

1. To give people from seldom-heard communities a chance to share their experiences and how it has left them feeling.
2. To provide quick-win funding to address immediate needs.
3. To provide senior decision-makers with insight to help them make informed decisions.

To achieve this, we engaged with interactive online workshops to give stakeholders, residents of Kent and Medway and those who have been listened to, the opportunity to come together to hear what is impacting the population. This provided reflections and movement towards some actions.

Community Renewal Fund

The UK Government through the UK Community Renewal Fund aimed to support people and communities most in need across the UK to pilot programmes and new approaches to prepare for the UK Shared Prosperity Fund. It invested in skills, community and place, local business, and supporting people into employment.

The lead partner in Medway for the project was YMCA, and it formed 'Medway Together'. The partners consisted of, MVA, Disability Assist, CAP, Great Leaps, University of Greenwich, NRI, Carers First, MidKent College, HomeStart, wHoo Cares, KAB and Medway Diversity Forum.

Medway Together was a collaboration of charity sector partners, delivering innovative skills and Wellbeing & employability support to young people, disabled people and vulnerable or underemployed groups in Medway. We worked together to provide innovative pathways towards Wellbeing and employment. Medway Together set up

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work placements, networking with employers, provided new learning & skills, self-employment and career planning,

also offering Wellbeing and health & fitness sessions as it was recognised a better future is about community wellness.

As part of this collaboration MVA delivered research on a Volunteer Passport and free VCS training on income generation and evidencing impact.

Community Health Catalyst

The Community Health Catalyst Programme is a contract awarded by the Medway and Swale Health and Care Partnership focusing on Health Inequalities to run from September 2022 to September 2023. The project concentrates on Medway Central and the Isle of Sheppey, as data shows communities from these areas are suffering some of the worst Health Inequalities within Medway and Swale. To date we have engaged with 200 people from Medway Central and 194 people from the Isle of Sheppey categorized by the NHS Core 20 + 5 communities. Once we have built good relationships with these communities our next stage will be to hold listening events to find out what people in these communities need, to help overcome the Health Inequalities they are facing. This will then let us move on to our final stage of co-developing a signposting and action planning with communities to take these initiatives forward. The data will also be passed to the Medway and Swale Health and Care Partnership to help them set future outcomes for both areas.

The VCS Transformation Academy and Alliance

The VCS Transformation Academy and Alliance took shape in 2022, following the successful bid with the National Lottery's Communities Fund in 2021. The Transformation Academy members have developed their own goal for the Academy which is to help improve the sustainability of Medway's Voluntary and Community Sector groups and organisations, whatever their size, and are currently delivering initiatives around Corporate Social Responsibility (CSR) and Staff/Volunteer Recruitment in order to achieve this. Over 30% of members have already received payments following their Task & Finish group meetings and the members have given over 260 hours of 'generous leadership' to the programme. Moving forward in 2023 the group are looking forward to their action plan to achieve their year one goal, including hosting an event which will bring together the VCS, local businesses and community leaders.

Cost of Living Crisis

Despite the Cost of Living Crisis, the VCS in Medway continue to seek ways to work together, under a range of mechanisms facilitated by MVA, to face the challenges and threats presented to their organisations. MVA maintain an ongoing online VCS Cost of Living Poll – and this currently indicates that 88% of Medway's VCS are being impacted by the crisis, so it is more important than ever to connect with our peers to identify more ways to collaborate and share information and ideas.

Through our ongoing response to the Cost of Living Crisis, MVA have developed two dedicated webpages:

- Local residents can find details for support available locally and nationally to help them:
www.mva.org.uk/individuals/cost-of-living-crisis

- Voluntary and Community groups and organisations can also find support and guidance to help them navigate this crisis: <https://www.mva.org.uk/advice-and-support/cost-of-living-crisis>.

We also hosted a summit for Voluntary and Community Sector organisations/groups and other local stakeholders in 2023 to provide opportunities to network with peers and to explore the local response to the Cost of Living Crisis.

Going Greener Campaign

There is no question that sustainability is gaining momentum in Medway and within the Voluntary & Community Sector (VCS) generally.

Sustainability is about finding ways for charities or community groups to operate that does not harm the environment. It's also about being mindful of how actions affect the local area & communities in Medway, and ensuring resources aren't wasted or destroyed and that they are used in the most effective ways.

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With this in mind and responding to the needs of the sector, MVA created a new 'Going Greener' space on their website full of free resources on how VCS organisations can 'Go Greener' including a free downloadable 'Go Greener' guide full of lots of quick and easy ideas to help promote environmental sustainability.

To help to further 'embed' their new sustainability commitments, MVA encouraged the sector to take MVA's new digital 'Our Going Green' pledge, where the VCS make their environmental commitments public on MVA's website for all to see.

Macmillan 'Year of Listening' Project

A 'Year of Listening' is an exciting new 12-month community engagement project seeking to understand the barriers and challenges local people are experiencing in accessing local cancer treatment and support services in Medway & Swale.

The programme will engage with and support Medway and Swale residents to identify strengths, weaknesses, and opportunities within the existing system (in relation to accessing treatment and services), and their views will be shared with key decision-makers who have committed to taking action based on these insights.

The project began in September 2022 and will be delivered in Medway and Swale by MVA.

The programme is guided by an independent Stakeholder Steering Group, consisting of cancer professionals and those who have lived experience of cancer, who will support the development of the project and ensure it remains on track and in line with the project goals.

Ways that either local residents or local VCS organisations/groups are encouraged to join the conversation include:

- Joining one of our Coffee Mornings.
- Participating in our Online Survey.
- Joining the conversation in our Private WhatsApp Group.
- Joining one of our Interactive Community Listening (ICL) Focus Groups.
- Undertaking free training to become a volunteer Community Health Researcher to conduct 1:1 interviews within the community.

A Quote about The 'Year of Listening' Project:

'A year of listening' is all about dedicating time to listen and gather feedback from the Medway & Swale community about the cancer services they have received so that, moving forward, we can help to shape and improve them. We are delighted to be partnering with MVA who will help us to have these conversations so we can identify the barriers many people in our local communities face when accessing cancer treatment'.

Annmarie Frenchum, Macmillan Engagement Lead. Kent, Medway & Essex
Commenting on MVA & Macmillan's 'Year of Listening' programme

d. Main activities undertaken to further the company's purposes for the public benefit

MVA is located in a central and accessible position within Medway and acts as focal point for local charities and community groups. In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'.

Achievements and performance

Since the inception of its previous Infrastructure contract with Medway Council, MVA has supported its core operation, primarily from past reserves, while seeking to establish further projects funded from related restricted funds.

To further develop the ability of MVA to provide enhanced services to the sector, the Board made the decision to sell the building to release capital and staff capacity to underpin this development to support sustainability and services to the Medway communities.

Medway Voluntary Action
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Trustees' report (continued)
for the year ended 31 December 2022

Review of activities

Financial review

Income has increased from £465,534 in 2021 to £581,100 in 2022. Expenditure has increased from £362,420 in 2021 to £563,216 in 2022. This has resulted in a net surplus of £17,884 (2021: surplus of £103,614).

a. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

b. Reserves policy

The Trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be 6 months of the annual unrestricted resources expendable, which equates to £133,187 expenditure. At present the General Fund amounts to £60,226 but the trustees have already agreed to support the additional expenditure of developing new services up to £90,000 p.a. from the Service Development Fund. The Board of Trustees continually reviews the financial risks and makes plans to maximise opportunities for the charity's sustainability.

c. Principal funding

The principal funding of the charity is derived from the infrastructure contract with Medway Council established in 2013. The original term of the contract was for 3 years expected to expire in March 2016 but was extended twice, first to April 2018 and then again to the 31 December 2018. As a result of a tendering process, MVA were successful in being awarded a further contract to deliver Infrastructure services from the 1 January 2019 for three years – this contract has just been extended for a further two years. MVA has also been successful in the renewal of the Befriending project into a further year, the continuation of the Involving Medway contract and receiving funding for a small number of projects that relate to the core work of MVA.

MVA continue to seek opportunities to seek funding and collaborative working opportunities to maintain sustainability and continue to support the sector and its residents.

Structure, governance and management

a. Constitution

Council for Voluntary Service (Medway) is a company limited by guarantee governed by its Memorandum and Articles of Association dated 20 September 1994 and is a registered charity number 1042475.

b. Methods of appointment or election of Trustees

The power of appointment of Trustees is vested in the existing trustees, subject to ratification at the Annual General Meeting. Trustees are recruited from a wide range of backgrounds to ensure an appropriate mix of skills and experience in line with the values of the organisation.

Trustees' report (continued)
for the year ended 31 December 2022

Structure, governance and management (continued)

c. Organisational structure and decision-making policies

The role of the Board of Trustees is to set the Charity's strategic direction, monitor the delivery of its objectives, uphold its values and governance, and guide, advise and support the CEO, who is responsible for day to day management decisions and leads the team towards achieving the charity's vision and purpose.

d. Policies adopted for the induction and training of Trustees

New Trustees are provided with an induction pack and all Trustees are encouraged to attend appropriate training courses.

e. Pay policy for key management personnel

The Board of Trustees aim to pay senior staff a fair salary that is competitive within the charity sector and proportionate to the complexity of each role. The Trustees are responsible in line with our charitable objectives based on the following principle:

- To pay our staff an appropriate salary to attract and retain people with the leadership, experience, knowledge and skills required to lead the transformation we are undergoing.

f. Financial risk management

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

This work has identified that the reliance on the single contract with Medway Council and therefore the charity's longer term financial sustainability is the major financial risk for the Charity. This is reflected in the Reserves Policy, referred to above, and a key element in the management of financial risk is a regular review of available liquid funds to settle debts as they fall due, regular liaison with the bank, and active management of trade debtors and creditors balances to ensure sufficient working capital by the Trust. MVA is pro-actively seeking other contracts to mitigate this risk.

Medway Voluntary Action
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Trustees' report (continued)
for the year ended 31 December 2022

Plans for future periods

Future developments:

In 2022 and beyond MVA aim to continue supporting the voluntary and community sector through times of further challenges to the VCS organisations and the communities it supports.

We will do this through:

- Work with Medway Council Public Health & Health & Care Partnership on an alternative system for Social Prescribing. The Joy system has been chosen to deliver a digital platform to replace Simply Connect providing referral pathways for social prescribers to the voluntary sector. The platform will provide a pathway for the VCS to come in contact with more residents, reducing demand on Primary Care Networks in full and GPs as patients' well-being and other health issues improve.
- As part of our infrastructure contract we will continue to support the sector and its sustainability for the benefit of the whole of Medway and wider demographic.
- NEW for 2023 – Online/Telephone funding surgeries & funding drop-in sessions to increase how much funding comes into the VCS in Medway.
- Ongoing improvements and developments for our Befriending Programme. To further improve our outstanding service to isolated and lonely local residents in partnership with Carers First and wHoo Cares. Making the Test Bed Fund available to even more VCS partners and to ensure its future success.
- Medway Makers Programme to increase the number of Volunteers in the Creative Arts industries particularly from disadvantaged communities.
- Continued collaborative working with the voluntary and statutory organisations and local community, further strengthening relationships already developed and extending it.
- Building on the Partnership working with the VCS in Swale and community groups to provide a joined up support service across both Medway and Swale
- Involving Medway & Swale will plan to carry on delivering on the health topics provided by the H&CP. We will continue to work with them and voluntary sector partners to provide health research and give insight into key findings into system changes.
- NIHR (Research Ready Communities) programme will continue for 2023, where it will look to amplify its reach through the VCSEF and health events, to further increase awareness of the importance of health research amongst hardly listened-to communities.
- As part of the Community Health Catalyst We will engage with specific inclusion groups (Homeless, Substance Misuse, Ex-Offenders, BAME, LGBTQIA+, Learning Difficulties, Mental Health, Gypsy/Roma/Traveller communities, Sex Workers, Victims of Modern Slavery, Vulnerable Migrants and Multi-Morbidities) through local the VCS to undertake research around health inequalities.
- Strengthen the volunteer offer across the sector with the development of a volunteer passport as part of the Transformation Academy and Alliance programme.
- Transformation Academy (TA) continues to thrive with well attended and successful training sessions, discussions and support for VCS leaders in Medway. The Transformation Academy is working to help improve the sustainability of Medway's Voluntary and Community Sector groups and organisations by negotiating shared services and discounts on services.
- Build on the relationship with Nottingham Trent University to appoint a PhD student who will work with us to evaluate the TA programme and work with its members to develop a Theory of Change model for the programme
- Investigate further opportunities to work with H&CP.
- The MacMillan project will continue to engage with harder to reach cancer patients to provide valuable feedback to improve further service delivery.
- Continued development of training modules that can be offered remotely and in-house.
- Continue to seek alternative, sustainable funding and further develop opportunities to secure additional funding in partnership with other organisations across Medway and Swale for the benefit of these communities.

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the company for the purposes of company law) are responsible for preparing the Trustees' 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. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of its incoming resources and application of resources, including its income and expenditure, 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 of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 company will continue in business.

The Trustees are responsible for keeping adequate 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 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 company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees on
on their behalf by:

and signed

Medway Voluntary Action
(A company limited by guarantee)

Independent examiner's report
for the year ended 31 December 2022

Independent examiner's report to the Trustees of Medway Voluntary Action ('the company')

I report to the charity Trustees on my examination of the accounts of the company for the year ended 31 December 2022.

Responsibilities and basis of report

As the Trustees of the company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

- accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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

This report is made solely to the company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's Trustees as a body, for my work or for this report.

Signed:

Dated:

Susan Robinson BA FCA FCIE DChA

Kreston Reeves
Chatham Maritime

Medway Voluntary Action
(A company limited by guarantee)

Statement of financial activities (incorporating income and expenditure account)
for the year ended 31 December 2022

	Note	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income from:					
Donations and legacies	3	407,849	129,464	537,313	452,625
Other trading activities	4	-	3,191	3,191	5,087
Investments	5	-	968	968	195
Other income	6	-	39,628	39,628	7,627
Total income		407,849	173,251	581,100	465,534
Expenditure on:					
Charitable activities	7	296,843	266,373	563,216	362,420
Total expenditure		296,843	266,373	563,216	362,420
Net income/(expenditure)		111,006	(93,122)	17,884	103,114
Transfers between funds	15	(5,227)	5,227	-	-
Net movement in funds		105,779	(87,895)	17,884	103,114
Reconciliation of funds:					
Total funds brought forward		130,279	582,421	712,700	609,586
Net movement in funds		105,779	(87,895)	17,884	103,114
Total funds carried forward		236,058	494,526	730,584	712,700

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

The notes on pages 19 to 34 form part of these financial statements.

Medway Voluntary Action
(A company limited by guarantee)
Registered number: 02987866

Balance sheet
as at 31 December 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	12	2,570	6,754
		2,570	6,754
Current assets			
Debtors	13	151,637	5,193
Cash at bank and in hand		668,847	730,203
		820,484	735,396
Creditors: amounts falling due within one year	14	(92,470)	(29,450)
Net current assets		728,014	705,946
Total assets less current liabilities		730,584	712,700
Total net assets		730,584	712,700
Charity funds			
Restricted funds	15	236,058	130,279
Unrestricted funds	15	494,526	582,421
Total funds		730,584	712,700

The company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

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

The notes on pages 19 to 34 form part of these financial statements.

Medway Voluntary Action
(A company limited by guarantee)

Statement of cash flows
for the year ended 31 December 2022

	2022 £	2021 £
Cash flows from operating activities		
Net cash used in operating activities (Note 18)	(61,212)	100,314
Cash flows from investing activities		
Dividends, interests and rents from investments	968	195
Purchase of tangible fixed assets	(1,112)	(1,403)
Net cash used in investing activities	(144)	(1,208)
Cash flows from financing activities		
Change in cash and cash equivalents in the year	(61,356)	99,106
Cash and cash equivalents at the beginning of the year	730,203	631,097
Cash and cash equivalents at the end of the year	668,847	730,203

The notes on pages 19 to 34 form part of these financial statements

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 December 2022

1. General information

Medway Voluntary Action is a charity and company limited by guarantee incorporated in England. The charity's registered office is 5A New Road Avenue, Chatham, ME4 6BB.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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 Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

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

2.2 Going concern

The Trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charity to continue as a going concern. The Trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements and have concluded that the Charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the Charity's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

2.3 Income

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

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Notes to the financial statements
for the year ended 31 December 2022

2. Accounting policies (continued)

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.6 Taxation

The company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

2.7 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

Depreciation is provided on the following basis:

Office equipment	- 25% straight line
------------------	---------------------

2.8 Debtors

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

2.9 Cash at bank and in hand

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

Medway Voluntary Action
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Notes to the financial statements
for the year ended 31 December 2022

2. Accounting policies (continued)

2.10 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

2.11 Financial instruments

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

2.12 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

2.13 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

Medway Voluntary Action
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Notes to the financial statements
for the year ended 31 December 2022

3. Income from donations and legacies

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Donations	170	-	170	120
Grants	73,987	6,057	80,044	76,642
Government grants	333,692	123,407	457,099	375,863
	<u>407,849</u>	<u>129,464</u>	<u>537,313</u>	<u>452,625</u>
Total 2021	<u>252,597</u>	<u>200,028</u>	<u>452,625</u>	

4. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Training income	1,338	1,338	4,349
Photocopying charges	1,853	1,853	738
	<u>3,191</u>	<u>3,191</u>	<u>5,087</u>
Total 2021	<u>5,087</u>	<u>5,087</u>	

5. Investment income

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Deposit account interest	968	968	195
	<u>968</u>	<u>968</u>	<u>195</u>
Total 2021	<u>195</u>	<u>195</u>	

Medway Voluntary Action
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Notes to the financial statements
for the year ended 31 December 2022

6. Other incoming resources

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Sales and service income	3,020	3,020	5,579
Management fees	36,608	36,608	2,048
	<u>39,628</u>	<u>39,628</u>	<u>7,627</u>
Total 2021	<u>7,627</u>	<u>7,627</u>	

7. Analysis of expenditure on charitable activities

Summary by fund type

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total 2022 £	Total 2021 £
Direct costs (note 8)	296,843	266,373	563,216	362,420
	<u>296,843</u>	<u>266,373</u>	<u>563,216</u>	<u>362,420</u>
Total 2021	<u>183,562</u>	<u>178,858</u>	<u>362,420</u>	

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Notes to the financial statements
for the year ended 31 December 2022

8. Charitable activity costs

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Equipment hire	-	133	133	-
Insurance	750	3,607	4,357	3,912
Legal & professional	4,632	13,814	18,446	5,177
Postage, printing and stationery	1,938	4,344	6,282	1,912
Premises expenses	-	257	257	219
Energy and water rates	-	3,782	3,782	2,491
Equipment costs	1,962	14,286	16,248	16,902
Rent	1,980	17,220	19,200	13,267
Telephone	2,132	6,333	8,465	8,032
Sessional work and training	400	1,533	1,933	1,637
Travel expenses	612	597	1,209	551
Staff and other expenses	13,086	4,073	17,159	15,543
Sundry expenses	22,823	6,717	29,540	18,381
Advertising and promotions	302	713	1,015	756
Project expenses	26,701	26,515	53,216	22,050
Management fees	31,002	6,114	37,116	4,748
Independent examination fee	-	1,350	1,350	1,000
Wages and salaries	188,523	149,689	338,212	240,549
Depreciation	-	5,296	5,296	5,293
Total 2022	296,843	266,373	563,216	362,420
Total 2021	183,562	178,858	362,420	

9. Independent examiner's remuneration

	2022 £	2021 £
Fees payable to the company's independent examiner for the independent examination of the company's annual accounts	1,350	1,000

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Notes to the financial statements
for the year ended 31 December 2022

10. Staff costs

	2022 £	2021 £
Wages and salaries	315,146	219,757
Social security costs	15,664	14,670
Contribution to defined contribution pension schemes	7,402	6,122
	338,212	240,549

The average number of persons employed by the company during the year was as follows:

	2022 No.	2021 No.
All staff	14	11

No employee received remuneration amounting to more than £60,000 in either year.

The total employment benefits including employer pension contributions and employer national insurance contributions of the key management personnel were £60,575 (2021: £50,794).

11. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2021 - £NIL).

During the year ended 31 December 2022, expenses totalling £389 were reimbursed or paid directly to 1 Trustee (2021 - £Nil).

Medway Voluntary Action
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Notes to the financial statements
for the year ended 31 December 2022

12. Tangible fixed assets

	Office equipment £
Cost or valuation	
At 1 January 2022	32,551
Additions	1,112
Disposals	(2,154)
At 31 December 2022	31,509
Depreciation	
At 1 January 2022	25,797
Charge for the year	5,296
On disposals	(2,154)
At 31 December 2022	28,939
Net book value	
At 31 December 2022	2,570
At 31 December 2021	6,754

Medway Voluntary Action
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Notes to the financial statements
for the year ended 31 December 2022

13. Debtors

	2022 £	2021 £
Due within one year		
Trade debtors	140,537	63
Prepayments and accrued income	11,100	5,130
	151,637	5,193

14. Creditors: Amounts falling due within one year

	2022 £	2021 £
Trade creditors	1,058	4,342
Other taxation and social security	5,175	5,694
Other creditors	17,900	10,517
Accruals and deferred income	68,337	8,897
	92,470	29,450

Medway Voluntary Action
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Notes to the financial statements
for the year ended 31 December 2022

15. Statement of funds

Statement of funds - current year

	Balance at 1 January 2022 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2022 £
Unrestricted funds					
Designated funds					
Fixed Asset Fund	6,754	-	(5,296)	1,112	2,570
Service Development Fund	431,730	-	-	-	431,730
	<u>438,484</u>	<u>-</u>	<u>(5,296)</u>	<u>1,112</u>	<u>434,300</u>
General funds					
General Fund	143,937	173,251	(261,077)	4,115	60,226
Total Unrestricted funds	<u>582,421</u>	<u>173,251</u>	<u>(266,373)</u>	<u>5,227</u>	<u>494,526</u>
Restricted funds					
YMCA - Medway Together - Community Renewal	-	17,030	(17,030)	-	-
NHS Kent & Medway CCG - National Development	-	25,000	(13,856)	-	11,144
Macmillan - Year of Listening	-	15,509	(12,173)	-	3,336
Community Health Catalyst	-	140,475	(20,834)	-	119,641
Lawson Endowment Fund - Couch 2 Community	7,491	-	(4,439)	-	3,052
MHS Homes Group	2,623	-	-	(2,623)	-
Barrow Cadbury Trust	2,833	-	-	(2,833)	-
Befriending	17,809	107,669	(110,983)	4,143	18,638
Involving Medway Project	17,346	44,500	(35,007)	229	27,068
Bridging the Divide	3,354	170	619	(4,143)	-
Bridging the divide - Awards for All	9,954	(9,101)	(853)	-	-
Bridging the divide - MacMillan	2,272	-	-	-	2,272
The Community Fund - VCS Coalition	66,597	66,597	(82,287)	-	50,907
	<u>130,279</u>	<u>407,849</u>	<u>(296,843)</u>	<u>(5,227)</u>	<u>236,058</u>
Total of funds	<u>712,700</u>	<u>581,100</u>	<u>(563,216)</u>	<u>-</u>	<u>730,584</u>

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Notes to the financial statements
for the year ended 31 December 2022

15. Statement of funds (continued)

Lawson Endowment Fund – Couch 2 Community

Funding received from Kent Community Foundation from the Lawson Endowment Fund (application submitted to Vulnerable Adults Theme) to establish a structured programme with tools and support, enabling isolated or lonely individuals in Medway to journey from “couch” to community connectivity.

MHS Homes Group

This was a case referral programme to provide an impartial mediation service to support MHS Homes tenants settle neighbourhood disputes.

Barrow Cadbury Trust

A social enterprise champions programme which recruited local sector leaders who were trained to act as advocates and mentors for social investment.

Befriending

Funded by Kent & Medway Clinical Commissioning Group, the Befriending programme supports lonely and isolated people across Medway in a variety of ways including telephone befriending, connecting into local Voluntary and Community sector organisations, group meets in parks, cafes and green spaces, virtual sessions over Zoom and 1:1 Befriending.

Involving Medway and Swale

Funded by Kent & Medway Integrated Care Board, delivering the Community Health Researcher and VCS Focus Group programmes and supporting discussions to help understand the role of this programme to support the new Health and Care Partnership for Medway and Swale, as well as the wider Integrated Care System for Kent and Medway.

Bridging the Divide

This was a pilot scheme funded by the Test Bed Fund (from Kent & Medway Clinical Commissioning Group) to support a digital inclusion programme - Bridging the Divide. This lends tablets to socially isolated adults in Medway while helping them with a Digital Champion to engage in the digital arena. Due to the lifting of the Covid-19 restrictions, the need for the tablets reduced as more members engaged with in person interactions and the project was wound down.

Bridging the Divide – Awards for All

Additional funding to support the continuation of the Bridging the Divide programme to help alleviate isolation as a result of Covid-19 and other life circumstances. Due to the lifting of the Covid-19 restrictions, the need for the tablets reduced as more members engaged with in person interactions and the project was wound down.

Bridging the Divide – MacMillan

Funding to facilitate the purchase of additional tablets for socially isolated residents in Medway and Swale who have or have had cancer, or have been affected by cancer through a close relative. Due to the lifting of the Covid-19 restrictions, the need for the tablets reduced as more members engaged with in person interactions and the project was wound down.

The Community Fund – VCS Coalition

The VCS Transformation Academy and Alliance bid to the National Lottery's Communities Fund was successfully awarded in 2021. This proposal was developed in recognition that MVA's infrastructure contract delivers 'business as usual' support for the VCS – but additional programmes, and associated funding, would be essential to empower and build capacity within the VCS to radically transform how they operate.

Community Renewal Fund – Medway Together

Medway Together was a collaboration of charity sector partners, delivering innovative skills, Wellbeing & employability support to young people, disabled people and vulnerable or underemployed groups in Medway. Funded through Central YMCA and the University of Greenwich, the latter becoming the lead partner for the project, with other partners consisting of Disability Assist, CAP, Great Leaps, University of

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Notes to the financial statements
for the year ended 31 December 2022

15. Statement of funds (continued)

Greenwich, NRI, Carers First, MidKent College, HomeStart, wHoo Cares, KAB and Medway Diversity Forum.

Community Health Catalyst – Medway and Swale Health and Care partnership

This 12-month project concentrates on Medway Central and the Isle of Sheppey, with the aim to identify what people in these communities need to help overcome the Health Inequalities they are facing and co-create an action plan with communities to take forward.

MacMillan Cancer Support– Year of Listening

A ‘Year of Listening’ is an exciting new 12-month community engagement project seeking to understand the barriers and challenges local people are experiencing in accessing local cancer treatment and support services in Medway & Swale.

National Development Programme

Funded by Kent & Medway CCG for VCSE partnership working to embed the voluntary, community & social enterprise sector within the integrated care system.

Statement of funds - prior year

	Balance at 1 January 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2021 £
Unrestricted funds					
Designated funds					
Fixed Asset Fund	10,648	-	(5,293)	1,399	6,754
Service Development Fund	431,730	-	-	-	431,730
	<u>442,378</u>	<u>-</u>	<u>(5,293)</u>	<u>1,399</u>	<u>438,484</u>
General funds					
General Fund	105,919	212,982	(173,565)	(1,399)	143,937
Total Unrestricted funds	<u>548,297</u>	<u>212,982</u>	<u>(178,858)</u>	<u>-</u>	<u>582,421</u>
Restricted funds					
Lawson Endowment Fund - Couch 2 Community	-	7,500	(9)	-	7,491
MHS Homes Group	2,623	-	-	-	2,623
Barrow Cadbury Trust	2,833	-	-	-	2,833
Befriending	36,922	105,795	(124,908)	-	17,809
Involving Medway Project	4,994	46,696	(34,344)	-	17,346
Bridging the Divide	6,849	120	(3,615)	-	3,354
VCSE Liaison	1,583	9,500	(11,083)	-	-

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Notes to the financial statements
for the year ended 31 December 2022

15. Statement of funds (continued)

Statement of funds - prior year (continued)

	Balance at 1 January 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2021 £
KCF Resilience - Financial capability project	5,485	-	(5,485)	-	-
Bridging the divide - Aviva Community	-	194	(194)	-	-
Bridging the divide - Awards for All	-	10,000	(46)	-	9,954
Bridging the divide - MacMillan	-	6,150	(3,878)	-	2,272
The Community Fund - VCS Coalition	-	66,597	-	-	66,597
	<u>61,289</u>	<u>252,552</u>	<u>(183,562)</u>	<u>-</u>	<u>130,279</u>
Total of funds	<u>609,586</u>	<u>465,534</u>	<u>(362,420)</u>	<u>-</u>	<u>712,700</u>

16. Summary of funds

Summary of funds - current year

	Balance at 1 January 2022 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2022 £
Designated funds	438,484	-	(5,296)	1,112	434,300
General funds	143,937	173,251	(261,077)	4,115	60,226
Restricted funds	130,279	407,849	(296,843)	(5,227)	236,058
	<u>712,700</u>	<u>581,100</u>	<u>(563,216)</u>	<u>-</u>	<u>730,584</u>

Medway Voluntary Action
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Notes to the financial statements
for the year ended 31 December 2022

16. Summary of funds (continued)

Summary of funds - prior year

	Balance at 1 January 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2021 £
Designated funds	442,378	-	(5,293)	1,399	438,484
General funds	105,919	212,982	(173,565)	(1,399)	143,937
Restricted funds	61,289	252,552	(183,562)	-	130,279
	<u>609,586</u>	<u>465,534</u>	<u>(362,420)</u>	<u>-</u>	<u>712,700</u>

17. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £
Tangible fixed assets	-	2,570	2,570
Current assets	236,058	584,426	820,484
Creditors due within one year	-	(92,470)	(92,470)
Total	<u>236,058</u>	<u>494,526</u>	<u>730,584</u>

Analysis of net assets between funds - prior year

	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	-	6,754	6,754
Current assets	-	735,396	735,396
Creditors due within one year	130,279	(159,729)	(29,450)
Total	<u>130,279</u>	<u>582,421</u>	<u>712,700</u>

Medway Voluntary Action
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Notes to the financial statements
for the year ended 31 December 2022

18. Reconciliation of net movement in funds to net cash flow from operating activities

	2022 £	2021 £
Net income for the year (as per Statement of Financial Activities)	17,884	103,114
Adjustments for:		
Depreciation charges	5,296	5,293
Dividends, interests and rents from investments	(968)	(195)
Loss on the sale of fixed assets	-	4
Increase in debtors	(146,456)	(2,175)
Increase/(decrease) in creditors	63,032	(5,727)
Net cash provided by/(used in) operating activities	(61,212)	100,314

19. Analysis of cash and cash equivalents

	2022 £	2021 £
Cash in hand	668,847	730,203
Total cash and cash equivalents	668,847	730,203

20. Analysis of changes in net debt

	At 1 January 2022 £	Cash flows £	At 31 December 2022 £
Cash at bank and in hand	730,203	(61,356)	668,847
	730,203	(61,356)	668,847

21. Pension commitments

The group operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the group in an independently administered fund. The pension cost charge represents contributions payable by the group to the fund and amounted to £7,402 (2021 - £6,112).

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Notes to the financial statements
for the year ended 31 December 2022

22. Operating lease commitments

At 31 December 2022 the company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2022	2021
	£	£
Not later than 1 year	30,846	18,030
Later than 1 year and not later than 5 years	9,343	-
	40,189	18,030

23. Related party transactions

During the year S Milford-Kemp (Trustee) provided 1-2-1 support on behalf of MVA to other charities and was paid £Nil (2021: £385) during the year. No balance was outstanding at year end (2021 - £Nil).

During the year the charity received £140,475 from the Community Health Catalyst Programme. The husband of Trustee, L Riley is a director of this entity (2021: £Nil).

L McVeigh and P Strokes (Trustees) are directors of Medway Mediation. The services provided by Medway Mediation and its assets were transferred to MVA and the company dissolved in 2022. The amount transferred to MVA amounted to £983.27.

COUNCIL FOR VOLUNTARY SERVICE (MEDWAY)

England & Wales - Charity number 1042475

Accounts

Registered number: 02987866
Charity number: 1042475

Council for Voluntary Service (Medway)

Operating as:

Medway Voluntary Action

(A company limited by guarantee)

Unaudited

Trustees' report and financial statements
for the year ended 31 December 2021

Medway Voluntary Action
(A company limited by guarantee)

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Medway Voluntary Action
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**Reference and administrative details of the company, its Trustees and advisers
for the year ended 31 December 2021**

Trustees

P C Stokes, Chairman
T A Clarke, Vice Chair
G Viggers
L S F Riley
A R R Graham
J D McConville (appointed 6 December 2021)
Y Qureshi, (co-opted 10 November 2021) (appointed 6 December 2021)
D Green
L McVeigh
S Milford-Kemp

Company registered number

02987866

Charity registered number

1042475

Registered office

5A New Road Avenue
Chatham
ME4 6BB

Chief executive officer

J Howard

Accountants

Kreston Reeves LLP
Chartered Accountants
Montague Place
Quayside
Chatham Maritime
Chatham
Kent
ME4 4QU

Bankers

Co-operative Bank plc
6 Olympic Court
Montford Street
Salford
M5 2QP

Medway Voluntary Action
(A company limited by guarantee)

Trustees' report
for the year ended 31 December 2021

The Trustees present their annual report together with the financial statements of the company for the 1 January 2021 to 31 December 2021. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019). As a result of a re brand in August 2014, the company is now operating as Medway Voluntary Action (MVA), the name contained within the rest of this report.

Since the company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Policies and objectives

The principal objects of the company are to promote any charitable object or purpose for the benefit of the community, primarily but not exclusively, within the Medway area and in particular, but not exclusively, the following:

1. The provision, or assistance in the provisioning of, the development of facilities in the interest of social welfare, including social activities, with the object of improving the conditions of life for the local community.
2. To provide for the protection of health, and the relief of poverty, distress and sickness.
3. The advancement of education and learning.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

b. Strategies for achieving objectives

Medway Voluntary Action is a local development support organisation that leads, facilitates and supports a thriving Voluntary and Community Sector (VCS) in Medway.

Our mission is to:

Be a catalyst for social change to support and empower Medway communities to come together to help improve lives and solve problems that are important within their communities.

Our strategic aims are:

- To be a central hub of information, support and guidance
- To seed and nurture sustainable local projects
- To be the mandated voice of the VCS to influence local services, represent its views and facilitate cross-sector dialogue
- To maximise opportunities for income generation, funding and sustainability for the VCS

Medway Voluntary Action
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Trustees' report (continued)
for the year ended 31 December 2021

Objectives and activities (continued)

c. Activities undertaken to achieve objectives

Established in 1989 and now embedded within Medway's communities for over 30 years, Medway Voluntary Action (MVA) has a strong history of supporting and representing Voluntary, Community and Social Enterprise (VCS or VCSE) organisations in Medway.

MVA continues to work towards a Medway where communities are active, empowered and connected. We support local not-for-profit organisations, groups and community members to develop skills, build resources and amplify their voice.

As a summary of our activity during 2021, as per the previous year, MVA spent the most of the year in the grip of a global pandemic, COVID-19, causing unprecedented disruption to the communities of Medway; the pandemic also presented a serious threat to the sustainability and organisational growth of the VCS.

As a result, MVA allocated significant resource to COVID-19 response, working with the VCS and Medway Council to ensure organisations working on the 'front line' with those affected by COVID-19 were both supported by MVA, and connected to other 'like' organisations. We also acted as a conduit for information exchange, managing information about COVID-19 and the organisations working directly to support this response. This meant that organisations were fully informed of strategic direction of travel both locally and nationally and of funding and other support availability, such as the support of Voluntary and Community Services Emergencies Partnership. In addition, we undertook surveys on a regular basis to ascertain the pandemic-related damage to the sector and made this information available to funders and other sources of support – many of these organisations in the VCS were sustained through the pandemic as a result. MVA also supported the transfer of many organisations' services to on-line provision through training packages and sourcing other 'expert' help. Finally, MVA proactively recruited volunteers with additional campaigns to support the COVID-19 response.

The following is a more detailed account of the work streams undertaken by MVA.

Infrastructure

As part of our relationship with Medway Council, we are commissioned to provide a service to organisations and individuals, targeting three (3) objectives:

1. Community Capacity Building
2. Engagement & Representation, Promotion and Networking
3. Developing Volunteering

We also work with four partners, Healthwatch Medway, Carers First, Kent Association for the Blind and Citizens Advice Medway also commissioned by Medway Council, as part of the 'Better Together Consortium'.

2021 was an equally challenging year for the VCS as lock-downs were still a part of the Covid 19 terrain and our main efforts continued to be to support the VCS to navigate their way through these to provide the best of their services to increasing demand in communities. Our online Covid Response meetings continued to be held fortnightly until the summer break (subsequently monthly) providing the opportunity for VCS groups to share resources and work together. These meetings were also informed by statutory sector representatives to keep the VCS up-to-date on all matters Covid related. Feedback since has demonstrated that these meetings provided a vital platform to effectively harness resource, recognised locally and now nationally by such organisations as the Local Government Association and the National Association for Voluntary and Community Action.

Reflecting on the unprecedented year during 2020, MVA continued to engage and represent organisations and groups across Medway, ensuring that our 'communication' was maximised, to reach the wide and diverse range across our communities. Our aim here was to promote services, ensure that MVA was listening, identify issues, and share best practice, to promote the 'value' of the VCS and how it can best support our communities. To support this effort, MVA produce a yearly communication plan (Better Together Consortium driven), which is regularly reviewed.

Medway Voluntary Action
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Trustees' report (continued)
for the year ended 31 December 2021

Objectives and activities (continued)

Alongside these major meetings, the Community and Faith Forum facilitated by MVA, were also meeting regularly to share information and resources for specific communities in Medway who otherwise may not have been reached. This has also been recognised as a national best practice example of the facilitation of a multi-faith/community response to Covid-19.

2021 also saw the emergence of the Government funded Community Renewal Fund. As the Infrastructure organisation, we brought together several VCS organisations to work with YMCA (Central) and Greenwich University to access this funding. These, and other organisations will go forward to bid for the larger pot of funding, the Shared Prosperity Fund because of MVA's support to this partnership.

During the year we also saw a consolidation in the working relationship we have with the Health and Care Partnership (HaCP). This new health structure, emerging as a result of the NHS Long Term Plan (January 2019), localising a focus on the delivery of a Population Health Management approach in the new footprint of Medway and Swale were quick to work with the VCS through MVA. This is the first time that a formalised partnership has developed between the NHS and the VCS, and a MoU and Framework, co-produced with the VCS, has now been published. MVA now sit on the HaCP Board to advocate for the VCS in Medway. The CEO is also working with peers in Kent to ensure that the VCS in Medway is also represented on the new Kent and Medway Integrated Care Board and Integrated Care System.

MVA continue to provide the permanent secretariat for the VCS Leaders Network Steering Group. This thriving group of VCS leaders have made major contributions to Local Planning issues, the co-production of the HaCP MoU and the direction of travel of Medway Council's strategy of working more effectively with the VCS. The CEO of MVA also now sits on the equivalent group in Kent to contribute on behalf of Medway and share best practice with these VCS leaders.

Support delivered

Specifically in our Infrastructure role, we supported 258 new organisations during 2021 with an additional 767 organisations already known to us, a total of 1,025 organisations across the three objectives stated above, supporting an average of 32% of these organisations across the year on more than one occasion. These organisations were supported with 13,056 high quality interactions to help improve income generation and other rescue and recovery action.

The support given included:

- Charity governance, compliance, and best practice
- Assessing options of legal structures to choose the most suitable structure for organisations
- Setting up new groups, charities, CIO's
- Volunteer recruitment and management
- Training sessions on Trustee roles and responsibilities
- Making changes to Charities' set up.
- Development of organisational policies & procedures.
- Grants & Trust fundraising, sourcing opportunities, writing applications, monitoring & evaluation.
- Identifying other funders - corporate and community fundraising including managing corporate relationships
- Promoting and enabling partnership working within the sector
- Connecting the VCS together, sharing best practice and promoting innovative and impactful opportunities for micro, small, medium and large organisations within Medway.

Medway Voluntary Action
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Trustees' report (continued)
for the year ended 31 December 2021

Objectives and activities (continued)

Feedback

"Thank you so much for your generous and expert help, we were very pleased to have up to date Safeguarding policies to us when we commence operations." (October 2021)

"Just want to say thank you for all your help, it's certainly provided some clarity for me." (June 2021)

Following funding support received from MVA including via 1:1 sessions, Funding & Marketing Club, the promotion of funding opportunities and enabling partnership working, organisations were able to generate additional income of £2,813,121, an increase of over 222% on the previous year (£1,266,158 in 2020). An average across the year of 73% success rate with 92.9% (of 183) organisations who felt that they had been supported with advice and information, income generation and were better connected to other services.

We have continued to develop and update the Simply Connect social prescribing directory which will be going live again shortly in staged phases. This enhanced directory will enable organisations to keep their own details up to date and offer a central point for referrals from Social Prescribers to help reduce the strain on our NHS service providers. MVA are part of a Kent & Medway wide project to bring together 4 existing providers into the one platform.

In addition, the VC Connect directory of Medway VCS organisations continues to be cleansed on a quarterly cycle with new organisations being added monthly to keep this as up to date as possible.

Funding and Marketing Club (F&M Club)

MVA continued to offer the Funding and Marketing Club to organisations free during 2021. Subjects covered included:

January – Introduction to Trusts
February – Kent Community Foundation
March – National Lottery Community Fund
April – Marketing
May – Evidencing Need
June – Creating Visual Content
July – Digital marketing and fundraising
September – Canva (a designing app)
October - Demonstrating impact
November – Big fundraising review of the year

Over the various sessions there were 102 attendances at the F&M Club, represented by 52 members from 46 different organisations.

Feedback

Funding & Marketing Club Feedback October 2021

"Thanks for the workshop which was helpful. not just for the content but also for the little insights into the way terminology is used in this sector. My background is high tech engineering (aviation) so the way we use words to convey information is often subtly different. Also, in my world metrics means load of data and graphs so it is useful to understand the different priorities in the charity sector."

"Your talk on theory of change was very helpful and is similar in concept to the road mapping techniques I used in developing product and technology strategies (except my timescales were decades longer). It is interesting to understand how the tools used in very different sectors may be adapted and used as we seek to make a difference."

MVA also provided an interactive website which continues to be updated, in support of other VCS and health and social care partners. In total, MVA facilitated 2348 engagements via various 'media' platforms. In addition MVA

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Trustees' report (continued)
for the year ended 31 December 2021

Objectives and activities (continued)

held 73 engagement events reaching 2061 individuals.

MVN (Medway Volunteer Network)

Medway Volunteer Network since its launch in 2017, continues to grow from strength to strength, despite the challenges that Covid presented. We continued to increase our membership and we now have in excess of 650 members within the Network.

Although 2021 has been a very difficult time for everyone, the Pandemic has significantly helped to raise the awareness of the importance and need for the type of support that only the Voluntary & Community Sector and Volunteers can provide.

Some of the 2021 highlights are:

We supported just under 250 local VCS organisation with various volunteering related support either virtually or through 121 sessions.

- attended 10 local events to promote Medway Volunteer Network and spoke to over 200 people specifically about the benefits of volunteering.
- supported the sector to promote over 140 different volunteer roles including doing various promotional materials for the 3 main Vaccine Clinics.
- supported 3 organisations to find local VCS opportunities for their employees to get involved in.
- secured a Google Ad Grant which will award us up to £9 of free advertising each month.
- supported Better Medway's Coffee Mornings by volunteering our time to offer the opportunity to 'connect and chat' for isolated residents in Medway.
- recruited and trained an additional 13 volunteers to support our 2021 Community Engagement programmes.
- our National Volunteers Week Campaign was a big success with over 31 organisations receiving our support pack and 51 local volunteers sending in jigsaw pieces for our display of a large jigsaw puzzle in front of building, and created a thank you video recognising Medway's Volunteers.
- we received a massive 53 Barry Clout Award Nominations in 2021—The highest number ever received in the history of the award, so much so that we recognised an additional 2 volunteers this year, as the quality of the nominations was exceptionally high.
- for National Student Volunteers Week we produced a bespoke 'National Student Volunteers Week' video for Mid-Kent College.
- launched a new website with lots of additional content to support VCS organisations and for local Volunteers.

Some quotes about our Volunteering Support:

'Thanks for helping design my new volunteer documents. This has been unbelievably helpful to me.' - Paramjot Kaur – Sahara Group

'Thanks so much for the volunteers list, which is a huge help. Without the support of organisations like yours, our vaccination programme would not be as successful as it has been so far, so again, a big thank you.'- Lauren Grieve—Pentagon Vaccine Centre

'Wow that's a lot of really great recruitment info. Thank you so much!! Rest assured I will make the most out of it.' - James Mason – Mason Foundation

Medway Voluntary Action
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Trustees' report (continued)
for the year ended 31 December 2021

Objectives and activities (continued)

Training and Funded Projects

2021 continued to present challenges to the training industry, particularly face to face delivery, as Covid-19 restrictions and guidelines varied throughout the year. MVA's training service therefore continued to respond to these trends and as a result in 2021 we:

- continued to develop, or externally source, online training resources – in particular, 'MVA Bitesize' training videos hosted on YouTube that included topics such as safeguarding, chairing meetings on zoom and inclusion and accessibility considerations when using online platforms.
- continued to offer in-house training solutions for any organisation (either on a face to face basis if social distancing requirements could be met, or online).
- the Funding and Marketing Club remains entirely online, utilising online functions such as breakout rooms and online flipcharts to support engagement during these sessions.

In 2022, we aim to continue supporting the voluntary and community through:

- continued development of high quality training that can be offered on an online (remote) basis. Where possible, we will support MVA staff to deliver these programme training courses.
- offering in-house training solutions for any organisation requiring this.

We will also continue to build on the success of some existing funded projects in 2022:

Involving Medway was a Medway Clinical Commissioning Group contract that MVA has delivered since its inception; in 2019 MVA took on a much larger role in this initiative - delivering the Community Health Researcher and VCS Focus Group programmes.

Again, 2021 continued to present this programme with challenges due to Covid-19. We have also been supporting discussions to help understand the role of this programme to support the new Health and Care Partnership for Medway and Swale, as well as the wider Integrated Care System for Kent and Medway.

This has resulted in MVA delivering varied activities through this programme, including research on Long-Covid and some GP surgery sites in Medway. We have also piloted a new approach of utilising our Involving Medway engagement assets to support a local Primary Care Network to engage with their seldom heard patients on the topic of obesity.

In 2022 we will continue to develop these initiatives and seek to work closely with the Medway and Swale Health and Care Partnership to develop our offer. We will also continue to grow and develop our amazing team of volunteer Community Health Researchers – all of whom have remained incredibly resilient throughout these challenging times – and continue to recruit and support Focus Group Facilitators from across Medway VCS.

Kent & Medway Listens is a contract that was awarded by Kent County Council in 2021. MVA worked collaboratively with a group of our VCS peers (MEGAN CIC, Medway Diversity Forum, Centre for Independent Living Kent, Medway Plus, Befriending Together and Medway Gender Sexual Diversity Centre) to deliver the engagement project for Medway and Swale as part of this contract. As a result, the partners have collectively listened to some of our most seldom heard communities on the issue of the impact of Covid-19 on mental wellbeing. In 2022, MVA will work with the partners to reflect on lessons learned and successes of the collaboration – these will then be shared with the wider VCS to help inspire and develop collaborative working within the sector for other opportunities.

Digital Inclusion has formed a key consideration of many strategic conversations in 2021 and Medway Council's Public Health team contracted MVA to undertake research on this issue with communities that they knew were being disproportionately affected by this issue. MVA worked in partnership with Medway Diversity Forum and Disability Medway Network to deliver this research and have reported these findings to Medway Council. In 2022, MVA will also use the insights gained from this research to help inform any digital related activities that they undertake to ensure we are providing inclusive and accessible support.

The VCS Transformation Academy and Alliance bid to the National Lottery's Communities Fund was successfully awarded in 2021. This proposal was developed in recognition that MVA's infrastructure contract

Medway Voluntary Action
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Trustees' report (continued)
for the year ended 31 December 2021

Objectives and activities (continued)

delivers 'business as usual' support for the VCS – but additional programmes, and associated funding, would be essential to empower and build capacity within the VCS to radically transform how they operate. We successfully launched this new programme in December 2021 and have already started to recruit Founding Members to help establish the Academy – and 2022 will see the formal work of this 3-year funded programme commence.

Community Renewal Funding, aimed at supporting local people to find employment, was awarded to the Medway Together collaboration in 2021. MVA worked with the lead partners for this programme, YMCA and University of Greenwich, to support the successful development of this placed-based consortium of 10 VCS partners. In 2022, we hope to support the effectiveness of the collaboration at the local level as well as deliver some direct services as part of the wider programme – with the longer-term aim of securing additional funding based upon the success of this VCS collaboration.

Financial Capability Project

Building on 2020's successful Financial Capability Support project, previously funded by KCF, MVA continued to provide money management support to families in Medway, struggling with financial difficulties and the impact of Covid-19 on their income. Throughout the year this project has developed to meet the changing needs of residents, achieving positive outcomes with empowering, 1-2-1 sessions helping clients develop money management skills and the confidence to engage with existing local support to meet their needs. Financial Capability resources found on MVA's website, have been updated to reflect the current economic needs of Medway residents and are available for local VCS use to support their own service users.

Data:

Families supported - 40

Individuals helped – 93

Situation impacted by Covid – 100% of clients.

Stress and anxiety relieved – 60% of clients

Medway organisations making referrals - 10

Feedback from organisations:

"It has been an absolute pleasure working with you and you have done some amazing work with my clients, so thank you very much." Community Link Worker, Porchlight

"Well done to MVA for organising this mentoring to meet the short and long term needs of Medway's residents". Manager, Medway Diversity Forum

"Thank you for your support alongside Family Solutions with the FinCap project! And thank you for sharing some additional resources with us, this is much appreciated". Early Help Coordinator, Strood Children and Family Hub

Feedback from clients:

"You have actually made life feel like it can have some quality for us instead of just surviving and making do. Thank you" Medway Single Parent

"I had an issue with T.V Licensing, after speaking to you..... I am glad to say this has been resolved" Medway Resident

Befriending and Bridging the Digital Divide

Now approaching the end of its third year, the Befriending programme supports lonely and isolated people across Medway in a variety of ways including telephone befriending, connecting into local Voluntary and Community sector organisations, group meets in parks, cafes and green spaces, virtual sessions over Zoom and 1:1 Befriending. The service is based on partnership working, delivered in a person-centred way for both those we support and our Volunteers and encourages progression of all those involved in the service. This service is very much in demand and in just 35 months we have received over 1000 referrals into the service and have managed to recruit over 200 Volunteers, more than 70 of whom are actively making befriending calls to up to 3

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Trustees' report (continued)
for the year ended 31 December 2021

Objectives and activities (continued)

people a week. Volunteers and our members reviewed are showing a marked improvement in health and wellbeing, physical activity and community connectedness, with 39% reducing their need for medical services as a result. For some, the impact has been life changing:

49% of referrals have felt happier

52% were more physically active

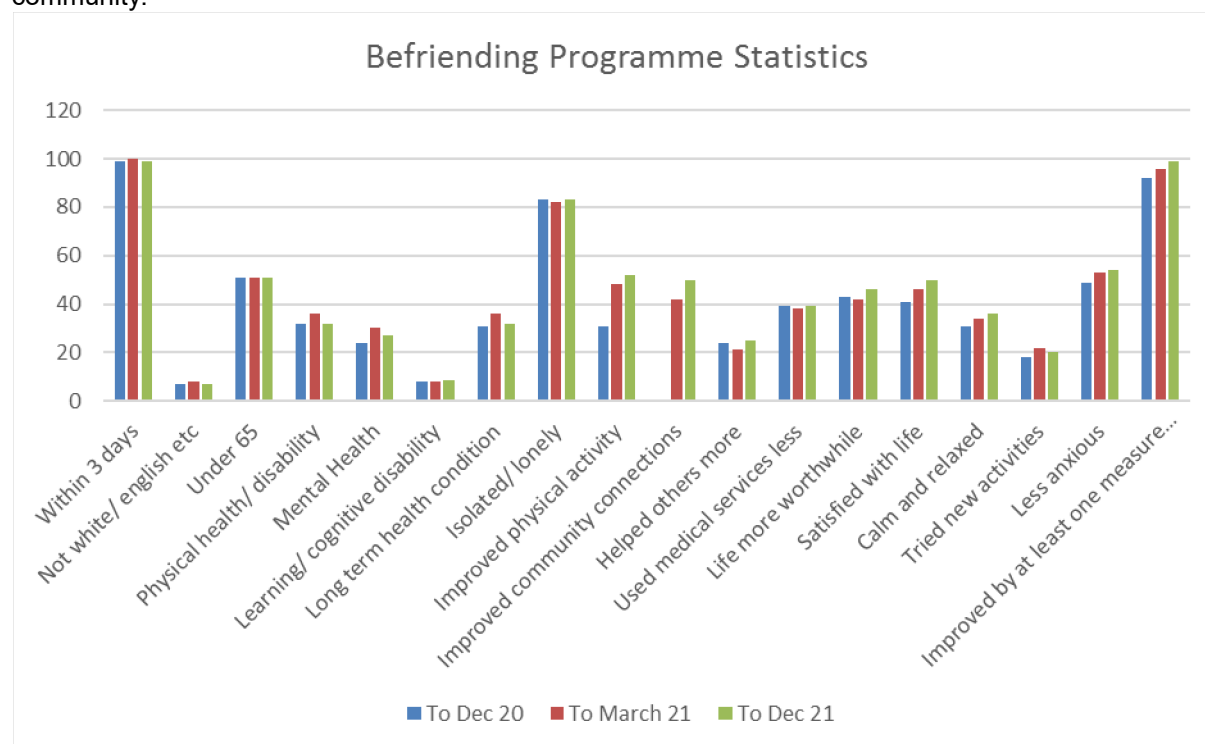
54% were less anxious

99% of referrals have improved in at least one measure of health and wellbeing.

We were very excited to have had our Befriending Service featured on the radio, Medway Messenger online and in print.

The Pandemic necessitated a major shift in the way the service was delivered; all face to face and coffee sessions in our Hub had to stop, and unfortunately the Hub was closed permanently. We initially translated the entire service into telephone befriending alongside coffee and chat Zoom sessions twice a week. We have trialled creative Zoom sessions, started a walking group with its own WhatsApp chat, and held "Park and Chat" and then "Cafe and Chat" sessions as Covid restrictions (and weather) allowed. These sessions are held across Medway to allow people without access to transport to attend, often meeting in small parks near people's houses.

We obtained funding from Kent Sport to enable our park chat sessions to become more active, usually involving at least a short walk. We also obtained funding from Macmillan to hold a monthly support session on Zoom for people affected by cancer. We have received funding from the Kent Community Foundation to trial a new programme - Couch to Community. This will create a supported route for isolated adults from isolation into the community.



We have continued our digital inclusion pilot - Bridging the Divide. This lends tablets to socially isolated adults in Medway while helping them with a Digital Champion to engage in the digital arena - and hopefully join in some of our Zoom chat sessions. We currently have funded 75 tablets across Medway and Swale, 10 of which are specifically for people affected by cancer. Tablets come already set up, with a working sim card providing 10GB of data every month for participants on the scheme if they do not have wifi, so that they are not restricted in how

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Trustees' report (continued)
for the year ended 31 December 2021

Objectives and activities (continued)

they can use the tablets.

NHS Volunteer Responder evaluation

In December 2020 we were chosen by NHSE/I to undertake a 'deep dive' evaluation of this scheme. The evaluation has taken place over a three month period – from December to March. This evaluation has refined our skills in data analysis and research and built links with the NHSE/I Futures platform/staff and peers enabling potential collaborations as a result of this networking in the post COVID-19 world going forward.
Voluntary and Community Sector Emergencies Partnership

Shortly after the onset of COVID-19, MVA were asked to join this national partnership to assist with their COVID-19 response initiative. The Partnership itself is composed of a number of major charities such as British Red Cross, NAVCA, St John's Ambulance, Victim Support, Muslim Aid, Volunteering Matters and the Salvation Army but also the Department for Digital, Culture Media and Sport, CMS, the Local Government Association, and the Cabinet Office. Our role was to liaise with other 'like' organisations to share information on unmet need and either to secure resource to meet this need or to refer it to the Multiagency Cell of the partnership. This enabled the CEO at MVA to work closely with others both locally and nationally to share information and resource. Some of these collaborations are now established for further partnership work.

d. Main activities undertaken to further the company's purposes for the public benefit

MVA is located in a central and accessible position within Medway and acts as focal point for local charities and community groups. In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'.

Achievements and performance

Since the inception of its previous Infrastructure contract with Medway Council, MVA has supported its core operation, primarily from past reserves, while seeking to establish further projects funded from related restricted funds.

To further develop the ability of MVA to provide enhanced services to the sector, the Board made the decision to sell the building to release capital and staff capacity to underpin this development to support sustainability and services to the Medway communities.

Medway Voluntary Action
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Trustees' report (continued)
for the year ended 31 December 2021

Achievements and performance (continued)

Review of activities

We continue to follow our strategic plan which places emphasis on developing resilient communities in addition to continuing to support the VCS. We will also direct our resources to extend our role as being a central hub of information, support and guidance, and maximise opportunities for income generation to support the sustainability of both MVA and the VCS. MVA are pleased that the Better Together Infrastructure contract has been renewed for a further two years alongside those of our Better Together partners.

Like everyone in the VCS and beyond, MVA has had to adapt and develop its operational and service delivery; and we are proud that this process has been relatively seamless with regards to supporting Medway's VCS and local communities.

As a result, the VCS in Medway is outstanding in comparison to VCS activity in other local authorities, in its willingness to work collaboratively, to share resources and expertise to respond to COVID-19, and to come together to form a collective body, to give voice to their issues and views. MVA's key role in terms of facilitating this activity has been evidenced by a number of comments/feedback received, both by our members and key representatives of the statutory sector. We are delighted that this has now manifested itself in the Lottery funding for the Transformation Academy and Alliance as these initiatives will consolidate these developments.

In response to the MVA Satisfaction survey/poll collected throughout the year, 100% (of 100 responding organisations) felt MVA had listened to their issues and had responded appropriately. 99% (of 102 responding organisations) felt the Advice and Information provided was helpful. 100% (of 101 responding organisations) felt better connected to other services and support networks, because of contacting MVA.

MVA's ability to rapidly respond to the COVID-19 crisis in support of the VCS enabled more effective networking, the provision of support (information sharing and facilitating collaborative working) and the availability of local and national information on issues critical to the VCS.

These functions helped large parts of the VCS navigate the initial impact of the COVID-19 crisis and rebuild their services where required. We were also proactive in providing multi-media platforms with 2348 engagements with these platforms.

Finally, MVA have continued to network, support and represent the VCS through liaising with others to advocate for the sector (Medway Council, KCF, NCVO, NAVCA, the Health and Care Partnership) and attending and holding a variety of 'meetings' (154) through 2021, as we worked to gather intelligence locally and nationally to inform our support of the sector, and learn and develop a broader and more 'collaborative' way of representing the VCS across Medway.

Financial review

Income has increased from £318,941 in 2020 to £465,531 in 2021. Expenditure has increased from £335,555 in 2020 to £362,420 in 2021. This has resulted in a net surplus of £103,614 (2020: deficit of £16,614).

a. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

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Trustees' report (continued)
for the year ended 31 December 2021

b. Reserves policy

The Trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be 6 months of the annual resources expendable, which equates to £181,210 expenditure. At present the General Fund amounts to £143,937 but the trustees have already agreed to support the additional expenditure of developing new services up to £90,000 p.a. from the Service Development Fund. The Board of Trustees continually reviews the financial risks and makes plans to maximise opportunities for the charity's sustainability.

c. Principal funding

The principal funding of the charity is derived from the infrastructure contract with Medway Council established in 2013. The original term of the contract was for 3 years expected to expire in March 2016 but was extended twice, first to April 2018 and then again to the 31st December 2018. As a result of a tendering process, MVA were successful in being awarded a further contract to deliver Infrastructure services from the 1st January 2019 for three years – this contract has just been extended for a further two years. MVA has also been successful in the renewal of the Befriending project into a further year, the continuation of the Involving Medway contract and receiving funding for a small number of projects that relate to the core work of MVA.

Structure, governance and management

a. Constitution

Council for Voluntary Service (Medway) is a company limited by guarantee governed by its Memorandum and Articles of Association dated 20 September 1994 and is a registered charity number 1042475.

b. Methods of appointment or election of Trustees

Council for Voluntary Service (Medway) is a company limited by guarantee governed by its Memorandum and Articles of Association dated 20 September 1994 and is a registered charity number 1042475.

c. Organisational structure and decision-making policies

The role of the Board of Trustees is to set the Charity's strategic direction, monitor the delivery of its objectives, uphold its values and governance, and guide, advise and support the CEO, who is responsible for day to day management decisions and leads the team towards achieving the charity's vision and purpose.

d. Policies adopted for the induction and training of Trustees

New Trustees are provided with an induction pack and all Trustees are encouraged to attend appropriate training courses.

e. Pay policy for key management personnel

The Board of Trustees aim to pay senior staff a fair salary that is competitive within the charity sector and proportionate to the complexity of each role. The Trustees are responsible in line with our charitable objectives based on the following principle:

- To pay our staff an appropriate salary to attract and retain people with the leadership, experience, knowledge and skills required to lead the transformation we are undergoing.

Medway Voluntary Action
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Trustees' report (continued)
for the year ended 31 December 2021

Structure, governance and management (continued)

f. Financial risk management

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

This work has identified that the reliance on the single contract with Medway Council and therefore the charity's longer term financial sustainability is the major financial risk for the Charity. This is reflected in the Reserves Policy, referred to above, and a key element in the management of financial risk is a regular review of available liquid funds to settle debts as they fall due, regular liaison with the bank, and active management of trade debtors and creditors balances to ensure sufficient working capital by the Trust. MVA is pro-actively seeking other contracts to mitigate this risk.

Plans for future periods

Future developments

In 2021 and beyond, we aim to continue supporting the voluntary and community sector through what appears to be a period of continued disruptions due to the pandemic. This will be a crucial time for the sector due to the impact of the pandemic. We will do this through:

- Maintaining the momentum and strengthen the relationships with voluntary and statutory organisations and the local community that have blossomed as a result of the pandemic
- Setting up the Transformation Academy and Alliance
- Working with Nottingham Trent University to access funding for a Knowledge Transfer Partnership
- Continued development of high quality training that can be offered on an online (remote) basis, offering in-house training solutions for any organisation requiring this
- Development of the Funding & Marketing opportunities to meet sector training needs in the wake of the crisis
- Consolidating our work with the Health and Care Partnership as the Integrated Care System and to support new developments to improve the health and social care of Medway residents and to provide a 'voice' for the sector on these Boards
- Seek alternative, sustainable funding and develop opportunities to work in partnership with like-minded organisations to secure collaborative bids for the benefit of the Medway Communities and beyond
- Continue to develop opportunities to engage with the isolated and hard to reach communities in Medway to enable these communities to be more resilient
- Take the lead on promoting and engaging organisations in Volunteers Week in June

Medway Voluntary Action
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Trustees' report (continued)
for the year ended 31 December 2021

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the company for the purposes of company law) are responsible for preparing the Trustees' 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 . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of its incoming resources and application of resources, including its income and expenditure, 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 of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 company will continue in business.

The Trustees are responsible for keeping adequate 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 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 company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees on
by:

and signed on their behalf

P C Stokes

Medway Voluntary Action
(A company limited by guarantee)

Independent examiner's report
for the year ended 31 December 2021

Independent examiner's report to the Trustees of Medway Voluntary Action ('the company')

I report to the charity Trustees on my examination of the accounts of the company for the year ended 31 December 2021.

Responsibilities and basis of report

As the Trustees of the company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of (enter body here), which is one of the listed bodies.

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

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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

This report is made solely to the company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's Trustees as a body, for my work or for this report.

Signed:

Susan Robinson

Kreston Reeves
Chatham Maritime

Dated:

BA FCA FCIE DChA MCMI

Medway Voluntary Action
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Statement of financial activities (incorporating income and expenditure account)
for the year ended 31 December 2021

	Note	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from:					
Donations and legacies	3	252,552	200,073	452,625	299,895
Other trading activities	4	-	5,087	5,087	3,641
Investments	5	-	195	195	2,262
Other income	6	-	7,627	7,627	13,143
Total income		252,552	212,982	465,534	318,941
Expenditure on:					
Charitable activities	7	183,562	178,858	362,420	335,555
Total expenditure		183,562	178,858	362,420	335,555
Net movement in funds		68,990	34,124	103,114	(16,614)
Reconciliation of funds:					
Total funds brought forward		61,289	548,297	609,586	626,200
Net movement in funds		68,990	34,124	103,114	(16,614)
Total funds carried forward		130,279	582,421	712,700	609,586

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

The notes on pages 18 to 31 form part of these financial statements.

Medway Voluntary Action
(A company limited by guarantee)
Registered number: 02987866

Balance sheet
as at 31 December 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	12	6,754	10,648
		6,754	10,648
Current assets			
Debtors	13	5,193	3,018
Cash at bank and in hand		730,203	631,097
		735,396	634,115
Creditors: amounts falling due within one year	14	(29,450)	(35,177)
Net current assets		705,946	598,938
Total assets less current liabilities		712,700	609,586
Total net assets		712,700	609,586
Charity funds			
Restricted funds	15	130,279	61,289
Unrestricted funds	15	582,421	548,297
Total funds		712,700	609,586

The company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

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

P C Stokes
 (Chair of Trustees)

The notes on pages 18 to 31 form part of these financial statements.

Medway Voluntary Action
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Notes to the financial statements
for the year ended 31 December 2021

1. General information

Medway Voluntary Action is a charity and company limited by guarantee incorporated in England. The charity's registered office is 5A New Road Avenue, Chatham, ME4 6BB.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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 Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

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

2.2 Going concern

The Trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charity to continue as a going concern. The Trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements and have concluded that the Charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the Charity's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

Whilst the impact of the COVID-19 pandemic has been assessed by the Trustees, so far as is reasonably possible, due to its unprecedented impact on the worldwide economy it is difficult to evaluate with any certainty the potential outcomes on the Charity's future activities. However, taking into consideration the Charity's level of reserves, the Trustees believe that the Charity will be able to continue in operational existence for the foreseeable future.

Notes to the financial statements
for the year ended 31 December 2021

2. Accounting policies (continued)

2.3 Income

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.6 Taxation

The company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

2.7 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Notes to the financial statements
for the year ended 31 December 2021

2. Accounting policies (continued)

2.7 Tangible fixed assets and depreciation (continued)

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

Depreciation is provided on the following basis:

Office equipment	- 25% straight line
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2.8 Debtors

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

2.9 Cash at bank and in hand

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

2.10 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

2.11 Financial instruments

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

2.12 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

Medway Voluntary Action
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Notes to the financial statements
for the year ended 31 December 2021

2. Accounting policies (continued)

2.13 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

3. Income from donations and legacies

	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Donations	120	-	120	-
Government grants	252,432	200,073	452,505	299,895
	<u>252,552</u>	<u>200,073</u>	<u>452,625</u>	<u>299,895</u>
Total 2020	<u>196,714</u>	<u>103,181</u>	<u>299,895</u>	

4. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Training income	4,349	4,349	2,447
Photocopying charges	738	738	1,194
	<u>5,087</u>	<u>5,087</u>	<u>3,641</u>
Total 2020	<u>3,641</u>	<u>3,641</u>	

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 December 2021

5. Investment income

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Deposit account interest	195	195	2,262
	<u>195</u>	<u>195</u>	<u>2,262</u>
Total 2020	2,262	2,262	
	<u>2,262</u>	<u>2,262</u>	

6. Other incoming resources

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Sales and service income	5,579	5,579	7,454
Management fees	2,048	2,048	5,689
	<u>7,627</u>	<u>7,627</u>	<u>13,143</u>
Total 2020	13,143	13,143	
	<u>13,143</u>	<u>13,143</u>	

7. Analysis of expenditure on charitable activities

Summary by fund type

	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Direct costs (note 8)	183,562	178,858	362,420	335,555
	<u>183,562</u>	<u>178,858</u>	<u>362,420</u>	<u>335,555</u>
Total 2020	173,557	161,998	335,555	
	<u>173,557</u>	<u>161,998</u>	<u>335,555</u>	

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 December 2021

8. Charitable activity costs

	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Equipment hire	-	-	-	1,125
Insurance	1,485	2,427	3,912	3,734
Legal & professional	-	5,177	5,177	3,614
Postage, printing and stationery	785	1,127	1,912	3,105
Premises expenses	13	206	219	138
Energy and water rates	-	2,491	2,491	2,955
Equipment costs	2,852	14,050	16,902	21,412
Rent	-	13,267	13,267	20,150
Telephone	2,638	5,394	8,032	6,640
Sessional work and training	-	1,637	1,637	2,513
Travel expenses	308	243	551	567
Staff and other expenses	4,925	10,618	15,543	14,757
Sundry expenses	15,490	2,891	18,381	21,888
Advertising and promotions	441	315	756	375
Project expenses	12,000	10,050	22,050	23,293
Management fees	1,828	2,920	4,748	5,154
Independent examination fee	-	1,000	1,000	1,100
Wages and salaries	140,797	78,960	219,757	181,038
National insurance	-	14,670	14,670	10,343
Pension cost	-	6,122	6,122	5,685
Depreciation	-	5,293	5,293	5,969
Total 2021	183,562	178,858	362,420	330,401
Total 2020	173,557	161,998	335,555	Diff: -5154

9. Independent examiner's remuneration

	2021 £	2020 £
Fees payable to the company's independent examiner for the independent examination of the company's annual accounts	1,000	1,100

Medway Voluntary Action
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Notes to the financial statements
for the year ended 31 December 2021

10. Staff costs

	2021 £	2020 £
Wages and salaries	219,757	181,038
Social security costs	14,670	10,343
Contribution to defined contribution pension schemes	6,122	5,685
	240,549	197,066

The average number of persons employed by the company during the year was as follows:

	2021 No.	2020 No.
Project staff	4	3
Administration staff	7	7
	11	10

No employee received remuneration amounting to more than £60,000 in either year.

The total employment benefits including employer pension contributions and employer national insurance contributions of the key management personnel were £50,794 (2020: £47,511).

11. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 31 December 2021, expenses totalling £NIL were reimbursed or paid directly to Trustees (2020 - £Nil).

Medway Voluntary Action
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Notes to the financial statements
for the year ended 31 December 2021

12. Tangible fixed assets

	Office equipment £
Cost or valuation	
At 1 January 2021	32,525
Additions	1,403
Disposals	(1,377)
At 31 December 2021	32,551
Depreciation	
At 1 January 2021	21,877
Charge for the year	5,293
On disposals	(1,373)
At 31 December 2021	25,797
Net book value	
At 31 December 2021	6,754
At 31 December 2020	10,648

Medway Voluntary Action
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Notes to the financial statements
for the year ended 31 December 2021

13. Debtors

	2021	2020
	£	£
Due within one year		
Trade debtors	63	275
Prepayments and accrued income	5,130	2,743
	5,193	3,018

14. Creditors: Amounts falling due within one year

	2021	2020
	£	£
Trade creditors	4,342	5,460
Other taxation and social security	5,694	9,813
Pension fund loan payable	-	427
Other creditors	10,517	10,823
Accruals and deferred income	8,897	8,654
	29,450	35,177

Medway Voluntary Action
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Notes to the financial statements
for the year ended 31 December 2021

15. Statement of funds

Statement of funds - current year

	Balance at 1 January 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2021 £
Unrestricted funds					
Designated funds					
Fixed Asset Fund	10,648	-	(5,293)	1,399	6,754
Service Development Fund	431,730	-	-	-	431,730
	<u>442,378</u>	<u>-</u>	<u>(5,293)</u>	<u>1,399</u>	<u>438,484</u>
General funds					
General Fund	105,919	212,982	(173,565)	(1,399)	143,937
Total Unrestricted funds	<u>548,297</u>	<u>212,982</u>	<u>(178,858)</u>	<u>-</u>	<u>582,421</u>
Restricted funds					
Lawson Endowment Fund - Couch 2 Community	-	7,500	(9)	-	7,491
MHS Homes Group	2,623	-	-	-	2,623
Barrow Cadbury Trust	2,833	-	-	-	2,833
Befriending	36,922	105,795	(124,908)	-	17,809
Involving Medway Project	4,994	46,696	(34,344)	-	17,346
Bridging the Divide	6,849	120	(3,615)	-	3,354
VCSE Liaison	1,583	9,500	(11,083)	-	-
KCF Resilience - Financial capability project	5,485	-	(5,485)	-	-
Bridging the divide - Aviva Community	-	194	(194)	-	-
Bridging the divide - Awards for All	-	10,000	(46)	-	9,954
Bridging the divide - MacMillan	-	6,150	(3,878)	-	2,272
The Community Fund - VCS Coalition	-	66,597	-	-	66,597
	<u>61,289</u>	<u>252,552</u>	<u>(183,562)</u>	<u>-</u>	<u>130,279</u>
Total of funds	<u>609,586</u>	<u>465,534</u>	<u>(362,420)</u>	<u>-</u>	<u>712,700</u>

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 December 2021

15. Statement of funds (continued)

Lawson Endowment Fund – Couch 2 Community

Funding received from Kent Community Foundation from the Lawson Endowment Fund (application submitted to Vulnerable Adults Theme) to establish a structured programme with tools and support, enabling isolated or lonely individuals in Medway to journey from “couch” to community connectivity.

MHS Homes Group

This was a case referral programme to provide an impartial a mediation service to support MHS Homes tenants settle neighbourhood disputes.

Barrow Cadbury Trust

A social enterprise champions programme which recruited local sector leaders who were trained to act as advocates and mentors for social investment.

Befriending

Funded by Kent & Medway Clinical Commissioning Group, the Befriending programme supports lonely and isolated people across Medway in a variety of ways including telephone befriending, connecting into local Voluntary and Community sector organisations, group meets in parks, cafes and green spaces, virtual sessions over Zoom and 1:1 Befriending.

Involving Medway

Funded by Kent & Medway Clinical Commissioning Group, delivering the Community Health Researcher and VCS Focus Group programmes and supporting discussions to help understand the role of this programme to support the new Health and Care Partnership for Medway and Swale, as well as the wider Integrated Care System for Kent and Medway.

Bridging the Divide

This was a pilot scheme funded by the Test Bed Fund (from Kent & Medway Clinical Commissioning Group) to support a digital inclusion programme - Bridging the Divide. This lends tablets to socially isolated adults in Medway while helping them with a Digital Champion to engage in the digital arena.

VCSE Liaison

The Voluntary and Community Sector Emergencies Partnership (funded by NAVCA) was a national scheme set up to mobilise support quickly where Covid was impacting on areas of unmet need, to support the mobilisation of VCS organisations and liaise with other major partners to work in partnership to collectively to address that unmet need.

KCF Resilience – Financial Capacity Project

Funded by Kent Community Foundation, MVA continued to provide money management support to families in Medway, struggling with financial difficulties and the impact of Covid-19 on their income.

Bridging the Divide – Aviva Community Fund

Crowd funded additional funds to support the continuation of the pilot Bridging the Divide programme.

Bridging the Divide – Awards for All

Additional funding to support the continuation of the Bridging the Divide programme to help alleviate isolation as a result of Covid-19 and other life circumstances.

Bridging the Divide – MacMillan

Funding to facilitate the purchase of additional tablets for socially isolated residents in Medway and Swale who have or have had cancer, or have been affected by cancer through a close relative.

The Community Fund – VCS Coalition

The VCS Transformation Academy and Alliance bid to the National Lottery's Communities Fund was successfully awarded in 2021. This proposal was developed in recognition that MVA's infrastructure contract delivers 'business as usual' support for the VCS – but additional programmes, and associated funding, would be essential to empower and build capacity within the VCS to radically transform how they

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 December 2021

15. Statement of funds (continued)

operate.

Statement of funds - prior year

	Balance at 1 January 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2020 £
Unrestricted funds					
Designated funds					
Fixed Asset Fund	12,475	-	(5,969)	4,142	10,648
Service Development Fund	498,669	-	(64,876)	(2,063)	431,730
	<u>511,144</u>	<u>-</u>	<u>(70,845)</u>	<u>2,079</u>	<u>442,378</u>
General funds					
General Fund	78,987	122,227	(91,153)	(4,142)	105,919
Total Unrestricted funds	<u>590,131</u>	<u>122,227</u>	<u>(161,998)</u>	<u>(2,063)</u>	<u>548,297</u>
Restricted funds					
Postcode Community Trust	116	-	(116)	-	-
MHS Homes Group	5,680	-	(3,057)	-	2,623
Barrow Cadbury Trust	(62)	6,000	(3,105)	-	2,833
RBS Skills & Opportunities	8,205	-	(8,205)	-	-
Befriending	14,312	112,605	(89,995)	-	36,922
Involving Medway Project	7,818	44,217	(47,041)	-	4,994
Bridging the Divide	-	9,689	(2,840)	-	6,849
VCSE Liaison	-	4,750	(3,167)	-	1,583
KCF Resilience - Financial capability project	-	10,000	(4,515)	-	5,485
Bridging the divide - Aviva Community	-	9,453	(11,516)	2,063	-
	<u>36,069</u>	<u>196,714</u>	<u>(173,557)</u>	<u>2,063</u>	<u>61,289</u>
Total of funds	<u>626,200</u>	<u>318,941</u>	<u>(335,555)</u>	<u>-</u>	<u>609,586</u>

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 December 2021

16. Summary of funds

Summary of funds - current year

	Balance at 1 January 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2021 £
Designated funds	442,378	-	(5,293)	1,399	438,484
General funds	105,919	212,982	(173,565)	(1,399)	143,937
Restricted funds	61,289	252,552	(183,562)	-	130,279
	609,586	465,534	(362,420)	-	712,700

Summary of funds - prior year

	Balance at 1 January 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2020 £
Designated funds	511,144	-	(70,845)	2,079	442,378
General funds	78,987	122,227	(91,153)	(4,142)	105,919
Restricted funds	36,069	196,714	(173,557)	2,063	61,289
	626,200	318,941	(335,555)	-	609,586

17. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	-	6,754	6,754
Current assets	-	735,396	735,396
Creditors due within one year	130,279	(159,729)	(29,450)
Total	130,279	582,421	712,700

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 December 2021

17. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	Restricted funds 2020 £	Unrestricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	-	10,648	10,648
Current assets	61,289	572,826	634,115
Creditors due within one year	-	(35,177)	(35,177)
Total	61,289	548,297	609,586

18. Pension commitments

The group operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the group in an independently administered fund. The pension cost charge represents contributions payable by the group to the fund and amounted to £6,112 (2020 - £5,685).

19. Operating lease commitments

At 31 December 2021 the company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2021 £	2020 £
Not later than 1 year	18,030	6,904

20. Related party transactions

During the year S Milford-Kemp (Trustee) provided 1-2-1 support on behalf of MVA to other charities and was paid £385 (2020: £Nil) during the year. No balance was outstanding at year end (2020 - £Nil).

COUNCIL FOR VOLUNTARY SERVICE (MEDWAY)

England & Wales - Charity number 1042475

Accounts

Registered number: 02987866
Charity number: 1042475

Council for Voluntary Service (Medway)

Operating as:

Medway Voluntary Action

(A company limited by guarantee)

Unaudited

Trustees' report and financial statements
for the year ended 31 December 2020

Medway Voluntary Action
(A company limited by guarantee)

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Medway Voluntary Action
(A company limited by guarantee)

**Reference and administrative details of the company, its Trustees and advisers
for the year ended 31 December 2020**

Trustees

P C Stokes, Chairman
T A Clarke, Vice Chair
G Viggers
L S F Riley
I Walters (resigned 26 November 2020)
D Green
L McVeigh
S Milford-Kemp, (co-opted 1 January 2020) Voted as full Trustee 26 November 2020
A Saroy, (co-opted 2 April 2020) Voted as full Trustee 26 November 2020

Company registered number

02987866

Charity registered number

1042475

Registered office

5A New Road Avenue
Chatham
ME4 6BB

Chief executive officer

J Howard

Accountants

Kreston Reeves LLP
Chartered Accountants
Montague Place
Quayside
Chatham Maritime
Chatham
Kent
ME4 4QU

Bankers

Co-operative Bank plc
6 Olympic Court
Montford Street
Salford
M5 2QP

Medway Voluntary Action
(A company limited by guarantee)

Trustees' report
for the year ended 31 December 2020

The Trustees present their annual report together with the financial statements of the charity for the year 1 January 2020 to 31 December 2020. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the charity qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

As a result of a re brand in August 2014, the company is now operating as Medway Voluntary Action (MVA), the name contained within the rest of this report.

Objectives and Activities

Policies and objectives

The principal objects of the company are to promote any charitable object or purpose for the benefit of the community, primarily but not exclusively, within the Medway area and in particular, but not exclusively, the following:

1. The provision, or assistance in the provisioning of, the development of facilities in the interest of social welfare, including social activities, with the object of improving the conditions of life for the local community.
2. To provide for the protection of health, and the relief of poverty, distress and sickness.
3. The advancement of education and learning.

Strategies for achieving objectives

Medway Voluntary Action is a local development support organisation that leads, facilitates and supports a thriving Voluntary and Community Sector (VCS) in Medway.

Our mission is to:

Be a catalyst for social change to support and empower Medway communities to come together to help improve their lives and solve problems that are important within their communities.

Our strategic aims are:

- To be a central hub of information, support and guidance
- To seed and nurture sustainable local projects
- To be the mandated voice of the VCS to influence local services, represent its views and facilitate cross-sector dialogue
- To maximise opportunities for income generation, funding and sustainability for the VCS

Activities for achieving objectives

Established in 1989 and now embedded within Medway's communities for over 30 years, Medway Voluntary Action (MVA) has a strong history of supporting and representing Voluntary, Community and Social Enterprise (VCS or VCSE) organisations in Medway.

MVA continues to work towards a Medway where communities are active, empowered and connected. We support local not-for-profit organisations, groups and community members to develop skills, build resources and amplify their voice.

Medway Voluntary Action
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Trustees' report (continued)
for the year ended 31 December 2020

Activities for achieving objectives (continued)

As a summary of our activity during 2020, MVA spent the most of the year in the grip of a global pandemic, COVID-19, causing unprecedented disruption to the communities of Medway; the pandemic also presented a serious threat to the sustainability and organisational growth of the VCS.

As a result, MVA allocated significant resource to COVID-19 response, working with the VCS and Medway Council to ensure organisations working on the 'front line' with those affected by COVID-19 were both supported by MVA, and connected to other 'like' organisations. We also acted as a conduit for information exchange, managing information about COVID-19 and the organisations working directly to support this response. This meant that organisations were fully informed of strategic direction of travel both locally and nationally and of funding and other support availability, such as the support of Voluntary and Community Services Emergencies Partnership. In addition, we undertook surveys on a regular basis to ascertain the pandemic-related damage to the sector and made this information available to funders and other sources of support – many of these organisations in the VCS were sustained through the pandemic as a result. MVA also supported the transfer of many organisations' services to on-line provision through training packages and sourcing other 'expert' help. Finally, MVA proactively recruited volunteers with additional campaigns to support the COVID-19 response and have since conducted another campaign to recruit for vaccine volunteers. In total we recruited 279 volunteers for both campaigns.

The following is a more detailed account of the work streams undertaken by MVA.

Infrastructure

As part of our relationship with Medway Council, we are commissioned to provide a service to organisations and individuals, targeting three (3) objectives:

1. Community Capacity Building
2. Engagement & Representation, Promotion and Networking
3. Developing Volunteering

We also work with four partners, Healthwatch Medway, Carers First, Kent Association for the Blind and Citizens Advice Medway also commissioned by Medway Council, as part of the 'Better Together Consortium'.

2020 has seen MVA engage and support 99 new organisations. MVA has interacted with 790 VCS organisation and groups on average, providing follow ups and further advice and guidance to 24% of these groups leading to the provision of 10,710 'community support' functions, in support of Governance (8512), Partnership Working (1989) and Income Generation (209).

MVA surveyed the sector to enable 'real time' data to be shared and understood with local stakeholders in the wake of the crisis. The survey data formed the basis of MVA's priority support for the sector during the COVID-19 crisis, resulting in MVA providing urgent support to 34 organisations & groups and supporting them to raise £1,266,158. This was achieved at a time when our 'external surveys' identified a £1,500,000 loss to the VCS across Medway, between March and September 2020.

Reflecting on the unprecedented year during 2020, MVA continued to engage and represent organisations and groups across Medway, ensuring that our 'communication' was maximised, to reach the wide and diverse range across our communities. Our aim here was to promote services, ensure that MVA was listening, identifying issues, and share best practice, to promote the 'value' of the VCS and how it can best support our communities. To support this effort, MVA produce a yearly communication plan (Better Together Consortium driven), which is regularly reviewed.

Medway Voluntary Action

(A company limited by guarantee)

Trustees' report (continued) **for the year ended 31 December 2020**

Infrastructure (continued)

MVA's communication channels and networking support were rapidly deployed and adapted to meet the new needs of communities during this time. MVA introduced weekly VCS zoom sessions for the sector, providing peer-support, information sharing and facilitating collaborative working to help the sector navigate the initial impact of the crisis. Working with the statutory sector responsible for COVID-19 response, MVA played a major role in the co-ordinated emergency response in Medway, significantly improving the support delivered to help the most vulnerable residents in the area. The joint efforts of the Medway community and emerging volunteering activity were recognised by one Leader of Medway Council:

"A critical part of the successful work being achieved in our communities by our Public Health team has been working with many local voluntary organisations and in this National Volunteers Week I'd like to pay a special tribute to the many people in Medway who have come forward during this pandemic to help others in their community. Whether it was a bit of shopping for a neighbour or friend or working for one of our many wonderful local charities, so many people have gone the extra mile demonstrating the caring spirit of Medway people. On behalf of Medway Council I'd like to say a special thank you to all this week and in particular to our partners at Medway Voluntary Action who celebrate their 30th anniversary this year. If you think you'd like to volunteer, please do take a look at their website (www.mva.org.uk/) or get in touch with them."

Cllr. Alan Jarrett - Leader of the Council (June 2020)

MVA also provided an interactive website which continues to be updated, in support of other VCS and health and social care partners. In total, MVA facilitated 2196 engagements via various 'media' platforms and sign- posted 52 VCS organisations and groups to other 'partners'.

Near the beginning of the first Lockdown, we also formed the Community and Faith Forum to bring together people across Medway and across faiths, nationalities and locations to contribute to the needs of the population, and to link with Medway Council's Public Health, Medway Hospital and Kent Police. This Forum, comprising of around 30 different organisations, has been responsible for helping a significant part of Medway's populations over the past year, and has been cited nationally as an example of excellent practice.

Medway Volunteer Network

Since its launch in 2017, Medway Volunteer Network continues to grow from strength to strength, despite the challenges that COVID-19 presented. We continued to increase our membership and we now have in excess of 500 members within the Network.

Medway's Volunteers really 'stepped up' as a result of the COVID-19 Pandemic. MVN supported the sector and its volunteers in this response. A snapshot of some of this during the first few weeks is as follows:

- 20,000+ meals and food delivered to the isolated and homeless.
- Over 1,000 phone calls were made every week to people experiencing mental wellbeing issues or loneliness.
- 150 Hot meals delivered nightly to frontline NHS staff
- 4,500 visitors to our COVID-19 and Volunteering Web Support pages

Despite the pandemic we supported 12 volunteering events. The sector shift to virtual events enabled us to maintain a significant presence and talk about volunteering, during a time when it really has never been so important, supporting over 70 VCS organisations with volunteering enquiries and placing over 200 volunteer adverts submitted by the sector on our Volunteering Opportunities website page.

We also supported National Volunteers' Week in June, hosting a Volunteers Week Gallery for the sector on our website to recognise and share the huge range of volunteer activities in Medway. As part of the Volunteers' Week celebrations, we hosted 2 Creative Virtual Coffee Mornings, for all volunteers in Medway.

Medway Voluntary Action

(A company limited by guarantee)

Trustees' report (continued) **for the year ended 31 December 2020**

North Kent Training Service (NKTS)

As part of the Better Together Consortium, MVA are also commissioned to deliver training opportunities to the sector. 2020 was an unprecedented year for the training industry, with national COVID-19 social distancing requirements inhibiting the delivery of face to face training almost entirely throughout the year. MVA's training service, NKTS, subsequently adapted in the wake of the COVID-19 crisis in order to continue meeting the needs of the voluntary and community sector. In 2020 we:

- Developed, or externally sourced, online compliance related training (including Safeguarding, Boundaries and Volunteering Safely) universally available to the sector and residents who might have been setting up mutual-aid groups
- Continued to offer in-house training solutions for any organisation requiring this, either on a face to face basis (if social distancing requirements could be met) or online.
- Moved our Funding & Marketing Club entirely online, with monthly support sessions.

Funding and Marketing Club

We have continued to run the Funding and Marketing Club as a free service this year to counteract the impact of COVID-19 on many charities finances. Members of the club identified the topics that they would like to cover; these included an introduction to fundraising, a presentation from Kent Community Foundation on their funding streams, Fundraising at Christmas time, Trust Fundraising and Support for new organisations.

Over the year MVA have provided one to one support for charities, mostly around fundraising. This year there were a number of new groups that emerged to help the local community during the COVID-19 lockdown. Some of these groups had intensive support to enable them to fundraise. For some this included helping them to register as a charity.

Befriending

Now at the end of its second year, with an extension agreed for a further 12 months the Befriending programme supports lonely and isolated people across Medway in a variety of ways including telephone befriending, connecting into local Voluntary and Community Sector organisations and 1:1 Befriending. The service is based on partnership working, delivered in a person centred way for both those we support and our volunteers and encourages progression of all those involved in the service. This service is very much in demand and in just 23 months we have received over 600 referrals into the service and recruited over 200 volunteers, more than 70 of whom are actively making befriending calls to up to 3 people a week. Volunteers and our members reviewed are showing a marked improvement in health and wellbeing, physical activity and community connectedness, with 39% reducing their need for medical services as a result. For some the impact on their lives has been life changing. 51% of referrals have felt happier, 41% were more physically active, 44% were less anxious; overall 88% of referrals have improved in at least one measure of health and wellbeing.

The pandemic necessitated a major shift in the way the service was delivered; all face to face and coffee sessions in our Hub had to stop, and we transferred the entire service into telephone befriending alongside coffee and chat Zoom sessions twice a week. We trialled creative Zoom sessions, started a walking group with its own WhatsApp chat, and held "Park and Chat" and then "Cafe and Chat" sessions as COVID restrictions allowed. These sessions were held across Medway to allow people without access to transport to attend, often meeting in small parks near people's houses.

MVA also set up a digital inclusion pilot - Bridging the Divide. The project involves lending tablets to socially isolated adults in Medway while helping them with a Digital Champion to engage in the digital arena - and hopefully join in some of our zoom chat sessions amongst other things. We currently have funded 75 tablets across Medway and Swale. Tablets come already set up, with a working sim card providing 10GB of data every month for participants on the scheme if they do not have wifi so that they are not restricted in how they can use the tablets.

Medway Voluntary Action
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Trustees' report (continued)
for the year ended 31 December 2020

Involving Medway

Involving Medway is a Medway Clinical Commissioning Group contract that MVA have been involved with since its inception and in 2019 MVA took on a much larger role in this initiative, delivering the Community Health Researcher and VCS Focus Group programmes. Again, 2020 presented this programme with unprecedented challenges. Despite this, we were able to deliver against agreed objectives for this funding – even helping to deliver research around COVID-19 and Medway's BAME communities. This research was subsequently used to develop new resources and support to help reduce the disproportionate impact on these communities. Such successes were strong testimony to our joint efforts to adapt and respond to the challenges presented to us by COVID-19.

Financial Capabilities

This 12 month project running from September 2020 to August 2021 and funded by Kent Community Foundation, follows the legacy left by the Royal Bank of Scotland funded project in 2019, providing money management skills and support for Medway residents experiencing financial difficulties and/or distress. The first half of the project was run in partnership with an experienced organisation in this work, Domeg, who then provided volunteer training over a 4 week period starting in the last week of February, with a further 6 volunteer support sessions spread evenly over the second half of the year, March- August 2021. Volunteer Financial Capabilities Mentor recruitment started in January 2021 and engaged 8 volunteers.

Liaison and the ongoing development of links with local agencies including Medway Early Help Services, Medway Foodbank, Strengthening Minds Food Share, AMAT and Arches Local, has led to referrals from their client bases, Mentor recruitment, access to space in their hubs, (COVID-19 restrictions allowing), and the potential for partnership working to take this project beyond its current end date.

NHS Volunteer Responder evaluation

In December we were chosen by NHSE/I to undertake a 'deep dive' evaluation of this scheme. The evaluation has taken place over a three month period – from December to March. This evaluation has refined our skills in data analysis and research and built links with the NHSE/I Futures platform/staff and peers enabling potential collaborations as a result of this networking in the post COVID-19 world going forward.

Voluntary and Community Sector Emergencies Partnership

Shortly after the onset of COVID-19, MVA were asked to join this national partnership to assist with their COVID-19 response initiative. The Partnership itself is composed of a number of major charities such as British Red Cross, NAVCA, St John's Ambulance, Victim Support, Muslim Aid, Volunteering Matters and the Salvation Army but also the Department for Digital, Culture Media and Sport, CMS, the Local Government Association, and the Cabinet Office. Our role was to liaise with other 'like' organisations to share information on unmet need and either to secure resource to meet this need or to refer it to the Multiagency Cell of the partnership. This enabled the CEO at MVA to work closely with others both locally and nationally to share information and resource. Some of these collaborations are now established for further partnership work.

Main activities undertaken to further the Charity's purposes for the public benefit

MVA is located in a central and accessible position within Medway and acts as focal point for local charities and community groups. In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'.

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Trustees' report (continued)
for the year ended 31 December 2020

Achievements and performance

Since the inception of its previous Infrastructure contract with Medway Council, MVA has supported its core operation, primarily from past reserves, while seeking to establish further projects funded from related restricted funds.

To further develop the ability of MVA to provide enhanced services to the sector, the Board made the decision to sell the building to release capital and staff capacity to underpin this development to support sustainability and services to the Medway communities.

Review of activities

We continue to follow our strategic plan which places emphasis on developing resilient communities in addition to continuing to support the VCS. We will also direct our resources to extend our role as being a central hub of information, support and guidance, and maximise opportunities for income generation to support the sustainability of the VCS. During the COVID pandemic MVA has been a focal point for information, guidance and support for the Medway VCS.

MVA are pleased that the Better Together Infrastructure contract has been adapted so rapidly and effectively in order to support the local response to the unprecedented challenges presented in 2020. Our KPI data and strong testimonials from the VCS, statutory partners and residents alike are a reflection of the strength of this commissioned contract.

Like everyone in the VCS and beyond, MVA has had to adapt and develop its operational and service delivery; and we are proud that this process has been relatively seamless with regards to supporting Medway's VCS and local communities.

As a result, the VCS in Medway is outstanding in comparison to VCS activity in other local authorities, in its willingness to work collaboratively, to share resources and expertise to respond to COVID-19, and to come together to form a collective body, to give voice to their issues and views. MVA's key role in terms of facilitating this activity has been evidenced by a number of comments/feedback received, both by our members and key representatives of the statutory sector.

MVA recognised that we had already put increased demand on the VCS to provide vital information through two unprecedented COVID-19 surveys (at a time where many of them were dealing with their internal pressures and challenges). MVA therefore moderated their standard KPI survey collection methods to minimise the demand of organisations and groups, capitalising instead on existing 'touch points' with the sector to gather this particular KPI data. Through these methods, MVA were able to report that for the local VCS:

- 92% rated MVA as 'good+,' in response to our question regarding how the VCS feel we (MVA) listen and respond
- 100% rated MVA as 'good+,' regarding MVAs 'advice and information' provided
- 100% rated MVA as 'good+,' in relation to being 'better connected to other support networks and services'.

MVA also hold a comprehensive digital database of local organisations, providers, social enterprises and community groups. An additional role for this collection of data is to 'map' services, in relation to location, in an attempt to identify provision 'gaps'. Critical work to update the data in wake of crisis (i.e. number of organisations who stopped services and our ongoing work to find what their alternatives are now) is underway.

MVA's ability to rapidly respond to the COVID-19 crisis in support of the VCS enabled more effective networking, the provision of support (information sharing and facilitating collaborative working) and the availability of local and national information on issues critical to the VCS.

These functions helped large parts of the VCS navigate the initial impact of the COVID-19 crisis. We were also proactive in providing multi-media platforms with 2000+ engagements with these platforms.

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Trustees' report (continued)

for the year ended 31 December 2020

Review of activities (continued)

Finally, MVA have continued to network, support and represent the VCS through liaising with others to advocate for the sector (Medway Council, KCF, NCVO, NAVCA) and attending and holding a variety of 'meetings' (116) through 2020, as we worked to gather intelligence locally and nationally to inform our support of the sector, and learn and develop a broader and more 'collaborative' way of representing the VCS across Medway.

"On behalf of the VCS Leaders Network and Medway's voluntary sector, I would like to record my sincere thanks for the invaluable support MVA not only afford to the VCS Network but also the voluntary sector across Medway. I would like to congratulate Jane and her wonderful team and thank them for all the support and guidance they have delivered throughout this difficult period of pandemic in support of the many charities in Medway. We are all stronger because of you. Thank you!"

Martyn Reeves - VCS Leaders Network Chair (December 2020)

Reserves policy and going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the Financial Statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies. The Trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be 6 months of the annual resources expendable, which equates to £161,998 expenditure. At present the General Fund amounts to £80,999 but the trustees have already agreed to support the additional expenditure of developing new services up to £90,000 p.a. from the Service Development Fund. The Board of Trustees continually reviews the financial risks and makes plans to maximise opportunities for the charity's sustainability.

Principal funding

The principal funding of the charity is derived from the infrastructure contract with Medway Council established in 2013. The original term of the contract was for 3 years expected to expire in March 2016 but was extended twice, first to April 2018 and then again to the 31st December 2018. As a result of a tendering process, MVA were successful in being awarded a further contract to deliver Infrastructure services from the 1st January 2019 for three years. MVA has also been successful in the renewal of the one year Befriending pilot into a further year, the continuation of the Involving Medway contract and receiving funding for a small number of projects that relate to the core work of MVA.

Structure, governance and management Constitution

Council for Voluntary Service (Medway) is a company limited by guarantee governed by its Memorandum and Articles of Association dated 20 September 1994 and is a registered charity number 1042475.

Method of appointment or election of trustees

The power of appointment of Trustees is vested in the existing trustees, subject to ratification at the Annual General Meeting. Trustees are recruited from a wide range of backgrounds to ensure an appropriate mix of skills and experience in line with the values of the organisation.

Policies adopted for the induction and training of Trustees

New Trustees are provided with an induction pack and all Trustees are encouraged to attend appropriate training courses.

Medway Voluntary Action
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Trustees' report (continued)
for the year ended 31 December 2020

Pay policies for senior staff

The Board of Trustees aim to pay senior staff a fair salary that is competitive within the charity sector and proportionate to the complexity of each role. The Trustees are responsible in line with our charitable objectives based on the following principle:

- To pay our staff an appropriate salary to attract and retain people with the leadership, experience, knowledge and skills required to lead the transformation we are undergoing.

Organisation structure and decision making

The role of the Board of Trustees is to set the Charity's strategic direction, monitor the delivery of its objectives, uphold its values and governance, and guide, advise and support the CEO, who is responsible for day to day management decisions and leads the team towards achieving the charity's vision and purpose.

Related party relationships

None of our Trustees receive remuneration or other benefit from their work with the charity. Any connection between a Trustee or senior manager of the charity with any business or activities of the charity must be disclosed to the full Board of Trustees in the same way as any other contractual relationship with a related party. In the current year, no such related party transactions were reported.

Risk management

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

This work has identified that the reliance on the single contract with Medway Council and therefore the charity's longer term financial sustainability is the major financial risk for the Charity. This is reflected in the Reserves Policy, referred to above, and a key element in the management of financial risk is a regular review of available liquid funds to settle debts as they fall due, regular liaison with the bank, and active management of trade debtors and creditors balances to ensure sufficient working capital by the Trust. MVA is pro-actively seeking other contracts to mitigate this risk.

Plans for future periods

Future developments

In 2021 and beyond, we aim to continue supporting the voluntary and community sector through what appears to be a period of continued disruptions due to the pandemic. This will be a crucial time for the sector due to the impact of the pandemic. We will do this through:

- Maintaining the momentum and strengthen the relationships with voluntary and statutory organisations and the local community that have blossomed as a result of the pandemic
- Continued development of high quality training that can be offered on an online (remote) basis, offering in-house training solutions for any organisation requiring this
- Development of the Funding & Marketing opportunities to meet sector training needs in the wake of the crisis
- Work alongside new health structures such as the Integrated Care System and Integrated Care Partnership to support new developments to improve the health and social care of Medway residents
- Seek alternative, sustainable funding and develop opportunities to work in partnership with like-minded organisations to secure collaborative bids for the benefit of the Medway Communities and beyond
- Continue to develop opportunities to engage with the isolated and hard to reach communities in Medway to enable these communities to be more resilient
- Launch our new streamlined, more dynamic and interactive website
- Take the lead on promoting and engaging organisations in Volunteers Week in June

Medway Voluntary Action
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Trustees' report (continued)
for the year ended 31 December 2020

Trustees' responsibilities statement

The Trustees (who are also directors of Council for Voluntary Service (Medway) for the purposes of company law) are responsible for preparing the Trustees' 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. Under company law the Trustees must not approve the Financial Statements unless they are satisfied that they 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 accounting estimates that are reasonable and prudent;
- prepare the Financial Statements on the going concern basis unless it is inappropriate to presume that the Charitable company will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable 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.

Approved by order of the members of the board of Trustees on 19 August 2021 and signed on their behalf by:

P C Stokes

Medway Voluntary Action
(A company limited by guarantee)

Independent examiner's report
for the year ended 31 December 2020

Independent examiner's report to the Trustees of Medway Voluntary Action ('the company')

I report to the charity Trustees on my examination of the accounts of the company for the year ended 31 December 2020.

Responsibilities and basis of report

As the Trustees of the company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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

This report is made solely to the company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's Trustees as a body, for my work or for this report.

Signed:

Dated: 20 August 2021

Susan Robinson

BA FCA FCIE DChA MCMI

Kreston Reeves
Chatham Maritime

Medway Voluntary Action
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Statement of financial activities (incorporating income and expenditure account)
for the year ended 31 December 2020

	Note	Restricted funds 2020 £	Unrestricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Income from:					
Donations and legacies	3	196,714	103,181	299,895	220,508
Other trading activities	4	-	3,641	3,641	13,289
Investments	5	-	2,262	2,262	2,929
Other income	6	-	13,143	13,143	6,236
Total income		196,714	122,227	318,941	242,962
Expenditure on:					
Charitable activities	7	173,557	161,998	335,555	301,143
Total expenditure		173,557	161,998	335,555	301,143
Net income/(expenditure)					
Transfers between funds	15	23,157 2,063	(39,771) (2,063)	(16,614) -	(58,181) -
Net movement in funds		25,220	(41,834)	(16,614)	(58,181)
Reconciliation of funds:					
Total funds brought forward		36,069	590,131	626,200	684,381
Net movement in funds		25,220	(41,834)	(16,614)	(58,181)
Total funds carried forward		61,289	548,297	609,586	626,200

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

The notes on pages 14 to 26 form part of these financial statements.

Medway Voluntary Action
(A company limited by guarantee)
Registered number: 02987866

Balance sheet
as at 31 December 2020

	Note	2020 £	2019 £
Fixed assets			
Tangible assets	12	10,648	12,475
		10,648	12,475
Current assets			
Debtors	13	3,018	27,752
Cash at bank and in hand		631,097	607,109
		634,115	634,861
Creditors: amounts falling due within one year	14	(35,177)	(21,136)
Net current assets		598,938	613,725
Total assets less current liabilities		609,586	626,200
Total net assets		609,586	626,200
Charity funds			
Restricted funds	15	61,289	36,069
Unrestricted funds	15	548,297	590,131
Total funds		609,586	626,200

The company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees on 19 August 2021 and signed on their behalf by:

T A Clarke

The notes on pages 14 to 26 form part of these financial statements.

Medway Voluntary Action
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 December 2020

1. General information

Medway Voluntary Action is a charity and company limited by guarantee incorporated in England. The charity's registered office is 5A New Road Avenue, Chatham, ME4 6BB.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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 Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

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

2.2 Going concern

The Trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charity to continue as a going concern. The Trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements and have concluded that the Charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the Charity's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

Whilst the impact of the COVID-19 pandemic has been assessed by the Trustees, so far as is reasonably possible, due to its unprecedented impact on the worldwide economy it is difficult to evaluate with any certainty the potential outcomes on the Charity's future activities. However, taking into consideration the Charity's level of reserves, the Trustees believe that the Charity will be able to continue in operational existence for the foreseeable future.

Notes to the financial statements
for the year ended 31 December 2020

2. Accounting policies (continued)

2.3 Income

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.6 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

Depreciation is provided on the following basis:

Office equipment	- 25% straight line
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Medway Voluntary Action
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Notes to the financial statements
for the year ended 31 December 2020

2. Accounting policies (continued)

2.7 Debtors

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

2.8 Cash at bank and in hand

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

2.9 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

2.10 Financial instruments

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

2.11 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

2.12 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

Medway Voluntary Action
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Notes to the financial statements
for the year ended 31 December 2020

3. Income from donations and legacies

	Restricted funds 2020 £	Unrestricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Donations	-	-	-	40
Government grants	196,714	103,181	299,895	220,468
	<u>196,714</u>	<u>103,181</u>	<u>299,895</u>	<u>220,508</u>
Total 2019	<u>116,937</u>	<u>103,571</u>	<u>220,508</u>	

4. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Training income	2,447	2,447	11,241
Photocopying charges	1,194	1,194	2,048
	<u>3,641</u>	<u>3,641</u>	<u>13,289</u>
Total 2019	<u>13,289</u>	<u>13,289</u>	

5. Investment income

	Unrestricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Deposit account interest	2,262	2,262	2,929
	<u>2,262</u>	<u>2,262</u>	
Total 2019	<u>2,929</u>	<u>2,929</u>	

Medway Voluntary Action
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Notes to the financial statements
for the year ended 31 December 2020

6. Other incoming resources

	Unrestricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Sales and service income	7,454	7,454	2,974
Management fees	5,689	5,689	3,262
	<u>13,143</u>	<u>13,143</u>	<u>6,236</u>
Total 2019	<u>6,236</u>	<u>6,236</u>	

7. Analysis of expenditure on charitable activities

Summary by fund type

	Restricted funds 2020 £	Unrestricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Direct costs (note 8)	173,557	161,998	335,555	301,143
Total 2019	<u>87,750</u>	<u>213,393</u>	<u>301,143</u>	

Medway Voluntary Action
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Notes to the financial statements
for the year ended 31 December 2020

8. Charitable activity costs

	Restricted funds 2020 £	Unrestricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Equipment hire	-	1,125	1,125	2,113
Insurance	14	3,720	3,734	4,104
Legal & professional	-	3,614	3,614	6,109
Postage, printing and stationery	1,712	1,393	3,105	3,628
Premises expenses	-	138	138	3,860
Energy and water rates	-	2,955	2,955	2,037
Equipment costs	10,355	11,057	21,412	13,251
Rent	-	20,150	20,150	12,317
Telephone	2,308	4,332	6,640	4,329
Sessional work and training	200	2,313	2,513	4,918
Travel expenses	268	299	567	1,847
Staff and other expenses	9,149	5,608	14,757	32,561
Sundry expenses	19,444	2,444	21,888	31,416
Advertising and promotions	-	375	375	79
Project expenses	19,437	3,856	23,293	19,870
Management fees	5,154	-	5,154	19,870
Independent examination fee	-	1,100	1,100	1,200
Wages and salaries	99,019	82,019	181,038	139,564
National insurance	4,277	6,066	10,343	8,969
Pension cost	2,220	3,465	5,685	3,440
Depreciation	-	5,969	5,969	5,531
Total 2020	173,557	161,998	335,555	301,143
Total 2019	87,750	213,393	301,143	

9. Independent examiner's remuneration

	2020 £	2019 £
Fees payable to the company's independent examiner for the independent examination of the company's annual accounts	1,100	1,200

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10. Staff costs

	2020	2019
	£	£
Wages and salaries	181,038	139,564
Social security costs	10,343	8,969
Contribution to defined contribution pension schemes	5,685	3,440
	197,066	151,973

The average number of persons employed by the company during the year was as follows:

	2020	2019
	No.	No.
Project staff	3	1
Administration staff	7	6
	10	7

No employee received remuneration amounting to more than £60,000 in either year.

The total employment benefits including employer pension contributions and employer national insurance contributions of the key management personnel were £47,511 (2019: £43,205).

11. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2019 - £NIL).

During the year ended 31 December 2020, expenses totalling £NIL were reimbursed or paid directly to Trustees (2019 - £Nil).

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12. Tangible fixed assets

	Office equipment £
Cost or valuation	
At 1 January 2020	31,110
Additions	4,138
Disposals	(2,723)
At 31 December 2020	32,525
Depreciation	
At 1 January 2020	18,635
Charge for the year	5,969
On disposals	(2,727)
At 31 December 2020	21,877
Net book value	
At 31 December 2020	10,648
At 31 December 2019	12,475

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13. Debtors

	2020	2019
	£	£
Due within one year		
Trade debtors	275	1,616
Other debtors	-	1,457
Prepayments and accrued income	2,743	24,679
	3,018	27,752

14. Creditors: Amounts falling due within one year

	2020	2019
	£	£
Trade creditors	5,460	8,614
Other taxation and social security	9,813	-
Pension fund loan payable	427	-
Other creditors	10,823	3,746
Accruals and deferred income	8,654	8,776
	35,177	21,136

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Notes to the financial statements
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15. Statement of funds

Statement of funds - current year

	Balance at 1 January 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2020 £
Unrestricted funds					
Designated funds					
Fixed Asset Fund	12,475	-	(5,969)	4,142	10,648
Service Development Fund	498,669	-	(64,876)	(2,063)	431,730
	<u>511,144</u>	<u>-</u>	<u>(70,845)</u>	<u>2,079</u>	<u>442,378</u>
General funds					
General Fund	78,987	122,227	(91,153)	(4,142)	105,919
Total Unrestricted funds	<u>590,131</u>	<u>122,227</u>	<u>(161,998)</u>	<u>(2,063)</u>	<u>548,297</u>
Restricted funds					
Postcode Community Trust	116	-	(116)	-	-
MHS Homes Group	5,680	-	(3,057)	-	2,623
Barrow Cadbury Trust	(62)	6,000	(3,105)	-	2,833
RBS Skills & Opportunities	8,205	-	(8,205)	-	-
Befriending	14,312	112,605	(89,995)	-	36,922
Involving Medway Project	7,818	44,217	(47,041)	-	4,994
Bridging the Divide	-	9,689	(2,840)	-	6,849
VCSE Liaison	-	4,750	(3,167)	-	1,583
KCF Resilience - Financial capability project	-	10,000	(4,515)	-	5,485
COVID Response	-	9,453	(11,516)	2,063	-
	<u>36,069</u>	<u>196,714</u>	<u>(173,557)</u>	<u>2,063</u>	<u>61,289</u>
Total of funds	<u><u>626,200</u></u>	<u><u>318,941</u></u>	<u><u>(335,555)</u></u>	<u><u>-</u></u>	<u><u>609,586</u></u>

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Notes to the financial statements
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15. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 January 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2019 £
Unrestricted funds					
Designated funds					
Fixed Asset Fund	3,474	-	(5,531)	14,532	12,475
Service Development Fund	547,993	-	(49,324)	-	498,669
	<u>551,467</u>	<u>-</u>	<u>(54,855)</u>	<u>14,532</u>	<u>511,144</u>
General funds					
General Fund	126,032	126,025	(158,538)	(14,532)	78,987
Total Unrestricted funds	<u>677,499</u>	<u>126,025</u>	<u>(213,393)</u>	<u>-</u>	<u>590,131</u>
Restricted funds					
Postcode Community Trust	116	-	-	-	116
MHS Homes Group	3,909	8,000	(6,229)	-	5,680
Barrow Cadbury Trust	2,857	10,000	(12,919)	-	(62)
RBS Skills & Opportunities	-	30,930	(22,725)	-	8,205
Befriending	-	49,813	(35,501)	-	14,312
Involving Medway Project	-	18,194	(10,376)	-	7,818
	<u>6,882</u>	<u>116,937</u>	<u>(87,750)</u>	<u>-</u>	<u>36,069</u>
Total of funds	<u><u>684,381</u></u>	<u><u>242,962</u></u>	<u><u>(301,143)</u></u>	<u><u>-</u></u>	<u><u>626,200</u></u>

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16. Summary of funds

Summary of funds - current year

	Balance at 1 January 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2020 £
Designated funds	511,144	-	(70,845)	2,079	442,378
General funds	78,987	122,227	(91,153)	(4,142)	105,919
Restricted funds	36,069	196,714	(173,557)	2,063	61,289
	626,200	318,941	(335,555)	-	609,586

Summary of funds - prior year

	Balance at 1 January 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2019 £
Designated funds	551,467	-	(54,855)	14,532	511,144
General funds	126,032	126,025	(158,538)	(14,532)	78,987
Restricted funds	6,882	116,937	(87,750)	-	36,069
	684,381	242,962	(301,143)	-	626,200

17. Analysis of net assets between funds

Analysis of net assets between funds - current period

	Restricted funds 2020 £	Unrestricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	-	10,648	10,648
Current assets	61,289	572,826	634,115
Creditors due within one year	-	(35,177)	(35,177)
Total	61,289	548,297	609,586

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17. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior period

	Restricted funds 2019 £	Unrestricted funds 2019 £	Total funds 2019 £
Tangible fixed assets	-	12,475	12,475
Current assets	36,069	598,792	634,861
Creditors due within one year	-	(21,136)	(21,136)
Total	36,069	590,131	626,200

18. Pension commitments

The group operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the group in an independently administered fund. The pension cost charge represents contributions payable by the group to the fund and amounted to £5,685 (2019 - £3,440).

19. Operating lease commitments

At 31 December 2020 the company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2020 £	2019 £
Not later than 1 year	6,904	11,428
Later than 1 year and not later than 5 years	-	6,904
	6,904	18,332

20. Related party transactions

There were no related party transactions during the year (2019 - £Nil).