

REGISTERED CHARITY NUMBER: 1043613

REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30TH JUNE 2022  
FOR  
MAELOR VOLUNTARY SERVICE

M. D. Coxey and Co. Limited  
Chartered Accountants  
25 Grosvenor Road  
Wrexham  
LL11 1BT

MAELOR VOLUNTARY SERVICE

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FOR THE YEAR ENDED 30TH JUNE 2022

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MAELOR VOLUNTARY SERVICE  
REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 30TH JUNE 2022

The Trustees of Maelor Voluntary Service "MVS" present their annual report for the year ended 30th June 2022 under the Charities Act 2011, together with the accounts for the year, and confirm that the latter comply with the requirements of the Act, the Deed of Constitution, the Charities SORP (FRS 102) effective 1 January 2015 and Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland.'

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

**Charitable objectives**

The Charity's objective as set out in its constitution is the relief of sickness of patients and outpatients at Wrexham Maelor Hospital by providing services and support to these patients, visitors and staff.

**Aims & intended impact**

Within these objectives the Charity's aim is to provide refreshment facilities situated at strategic locations throughout the hospital which are available on a regular basis throughout the day, thus providing a comfortable and reassuring environment to the patients. Any surpluses arising from the Charity's activities are used for purchasing medical and other equipment for the benefit of the hospital.

**Objectives for the Year**

As indicated in last year's report, following the COVID outbreak, BCHB allowed Cafe 1 to open a takeaway service from May 2021. During the year under review, the hospital agreed Cafe 1 could operate fully and in May 2022 allowed the Orthopaedic department to offer a limited service.

**Strategies to achieve the years objectives**

In the year under review, the Trustees spent time lobbying the hospital to allow Cafe 2 and Shooting Star Café's to reopen, but it was not until August 2022 permission was given to re-open Cafe 2.

**Significant activities / Volunteers**

During the year Café 1 introduced electronic payments and this has proved very popular. Sales by that method, rather than cash, now exceed 50%.

Recruitment of volunteer staff started again during the year, but it is currently proving difficult to find the number of volunteers needed.

**Social investments**

Although trading has started again this year, profits are currently limited, and it is felt prudent to retain funds in case further shutdowns occur. It is hoped, however, to invite bids for limited funds in the accounting year 2022 -2023.

**ACHIEVEMENT AND PERFORMANCE**

**Charitable activities**

During the year under review, trading began to get back to its previous levels but as reported above, appointing volunteer staff remained a problem.

Food prices continue to rise dramatically, and the manager is currently reviewing selling prices, while attempting to keep increases to customers to a minimum.

Short term, this may have an effect on profit margins.

**Financial review and results for the year**

The operation produced a deficit of £1,691 for the year, which was more than covered by reserves. Trading in cafe 1 allowed MVS to continue operations at virtually break-even and the Trustees are of the opinion that provided there are no more total shut downs, the business will be viable in the future and once full trading is allowed, funds will again be available for hospital equipment gifting.

**FINANCIAL REVIEW**

**Investment policy and objectives**

Short term cash surpluses arising are deposited in interest bearing accounts.

MAELOR VOLUNTARY SERVICE  
REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 30TH JUNE 2022

**FINANCIAL REVIEW**

**Reserves policy**

Currently this changes monthly, according to circumstances, but based on more recent experiences and with no guarantee of government help should there be another COVID outbreak, the Trustees are intent on retaining at least £100,000 to meet all contingencies..

The unrestricted funds of £127,929 at 30th June 2022 are in line with this policy.

**Principle risks and uncertainties**

The organisation operates on an annual lease from the hospital which has been renewed and there has been no indication that the lease will not be renewed in the future.

The Trustees are fully aware of these risks and these are monitored regularly at trustee meetings.

**FUTURE PLANS**

1. To open all cafés for takeaway and in-house eating.
2. Appoint more volunteers.
3. Maintain and improve the Trustee skill base.
4. Look to improve the operational efficiency by investing in new equipment and technology.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity, which is an unincorporated body, is governed by its Deed of Constitution dated 1st May 1994 and last amended in 2013.

**Recruitment and appointment of new trustees**

Any Trustee or Member of MVS is invited to nominate a potential new Trustee that is personally known to and recommended by them.

The nominated person must be a permitted person as defined by the Charities Act and of relevant skill or knowledge to the benefit of MVS. Trustees are personally responsible for maintaining their skills and knowledge to a reasonably current standard.

**Organisational structure**

The governing body of the Charity is the Board of Trustees, the composition of which is shown on page 3. Various procedures and tasks are delegated to paid operating officers, which have been disclosed in this report.

The Trustees are legally responsible for the overall management and control of the charity. They meet a minimum of three times a year, or more frequently as required.

The work of implementing most of their policies is delegated to sub-groups, who report formally back to the full Board of Trustees. The sub-groups currently in operation are:-

**Financial and Accounts** :- Alan Bodicoat is the appointed leader of the sub-group, which has Phil Ellis, Dion Williams and Barbara Edwards as members together with the Operations Manager .

**Staffing and Employment** :- Jenny Griffiths is the appointed leader of the sub-group, which has Barbara Edwards and Dilys Moore as members together with the Operations Manager.

**Risk** :- Phil Ellis is the appointed leader of the sub-group, which has Jenny Griffiths and Dion Williams as members together with the Operations Manager.

**Publicity** :- Dilys Moore is the appointed leader of the sub-group, which has Jenny Griffiths and Barbara Edwards as members.

**Gifting** :- Alan Bodicoat is the appointed leader of the sub-group which has Dion Williams and Phil Ellis as members.

MAELOR VOLUNTARY SERVICE  
REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 30TH JUNE 2022

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Induction and training of new trustees**

On appointment, a newly elected Trustee must immediately submit written notification to MVS that they have as a minimum, read and accepted the Constitution of MVS and read, understood and accept the duties and responsibilities of a Trustee as outlined in the Charity Commissions booklets CC3-The Essential Trustee: what you need to know, and CC3(a): Responsibilities of Charity Trustees. In addition any newly elected Trustee who has not had prior experience of working in an MVS café is required to undertake a work experience shift in the main café within a month of appointment.

**Key management remuneration**

The trustees consider the board of trustees and the operations manager to be the key management personnel of the charity. Details of trustee expenses are disclosed in note 4 to the accounts.

The pay of the operations manager is reviewed annually to ensure it is in accordance with general market rates. Any increases are set to maintain differentials and recognise hard work and commitment.

**Public benefit statement**

All Charities in England and Wales must have charitable aims that are based on providing public benefit and comply with Section 4 of the Charities Act 2011.

The Trustees have referred to the Charity Commission's guidance on public benefit when reviewing 2021/22 activities and making plans for future periods and believe that they have complied with their duty to have due regard to this guidance. In particular, the Trustees have considered how all the Charity's activities contribute to the charitable objectives set down above. All of the Charity's activities focus on providing a comfortable and reassuring environment to the users of Maelor Voluntary Service's facilities - including patients', general public and staff at Wrexham Maelor Hospital.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

1043613

**Principal address**

Gate 5  
Wrexham Maelor Hospital  
Croesnewydd Road  
Wrexham  
LL13 7TD

**Trustees**

J Griffiths  
A C Bodicoat  
P Ellis  
D Williams  
B Edwards  
R Griffiths (resigned 8.7.21)  
D Moore

The following trustees were re-appointed in September 2021;-

J Griffiths  
P Ellis

MAELOR VOLUNTARY SERVICE

REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 30TH JUNE 2022

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Independent Examiner**

Anthony Lewis  
FCCA ACA  
M. D. Coxey and Co. Limited  
Chartered Accountants  
25 Grosvenor Road  
Wrexham  
LL11 1BT

**Bankers**

Barclays Bank plc  
Newtown  
Leicester  
LE87 2BB

**Operating officers who served during the year**

Sally Thompson - Operations manager  
Liz Worrall - Administrative support officer  
Lyn Hall - Deputy operations manager

Each of the above received payment for their services.

Approved by order of the board of trustees on 7th December 2022 and signed on its behalf by:



J Griffiths - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
MAELOR VOLUNTARY SERVICE

**Independent examiner's report to the trustees of Maelor Voluntary Service**

I report to the charity trustees on my examination of the accounts of Maelor Voluntary Service (the Trust) for the year ended 30th June 2022.

**Responsibilities and basis of report**

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

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

**Independent examiner's statement**

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

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

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



Anthony Lewis  
FCCA ACA  
M. D. Coxey and Co. Limited  
25 Grosvenor Road  
Wrexham  
LL11 1BT

7th December 2022

MAELOR VOLUNTARY SERVICE

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 30TH JUNE 2022

	Notes	30.6.22 Unrestricted fund £	30.6.21 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies		3,568	88,615
Other trading activities	2	229,803	24,564
Investment income	3	35	33
<b>Total</b>		<u>233,406</u>	<u>113,212</u>
<b>EXPENDITURE ON</b>			
Raising funds		140,376	44,672
<b>Charitable activities</b>			
Equipment supplied to Maelor Hospital		-	351
Support costs		94,721	104,143
<b>Total</b>		<u>235,097</u>	<u>149,166</u>
<b>NET INCOME/(EXPENDITURE)</b>		(1,691)	(35,954)
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		129,620	165,574
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>127,929</u></u>	<u><u>129,620</u></u>

The notes form part of these financial statements



MAELOR VOLUNTARY SERVICE

BALANCE SHEET  
30TH JUNE 2022

		30.6.22 Unrestricted fund £	30.6.21 Total funds £
<b>CURRENT ASSETS</b>	Notes		
Stocks	7	3,414	2,478
Debtors	8	6,175	6,721
Cash at bank		139,239	134,654
		<hr/>	<hr/>
		148,828	143,853
 <b>CREDITORS</b>			
Amounts falling due within one year	9	(20,899)	(14,233)
		<hr/>	<hr/>
<b>NET CURRENT ASSETS</b>		127,929	129,620
		<hr/>	<hr/>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		127,929	129,620
		<hr/>	<hr/>
<b>NET ASSETS</b>		127,929	129,620
		<hr/>	<hr/>
<b>FUNDS</b>	10		
Unrestricted funds		127,929	129,620
		<hr/>	<hr/>
<b>TOTAL FUNDS</b>		127,929	129,620
		<hr/>	<hr/>

The financial statements were approved by the Board of Trustees and authorised for issue on 7th December 2022 and were signed on its behalf by:



J Griffiths - Trustee

## MAELOR VOLUNTARY SERVICE

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30TH JUNE 2022

#### **1. ACCOUNTING POLICIES**

##### **Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, 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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

The charity's presentational currency is pounds sterling.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern. The annual lease from the hospital has been renewed and support from staff is ongoing.

The charity is an unincorporated body registered with the Charity Commission for England and Wales. Its principal address can be found on page 3.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Allocation and apportionment of costs**

Costs of generating funds are those costs incurred in attracting fundraising income..

##### **Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

##### **Taxation**

The charity is exempt from tax on its charitable activities.

##### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

##### **Pension costs and other post-retirement benefits**

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

##### **Tangible fixed assets**

Due to the short term legal occupancy, expenditure which may otherwise be classified as capital is written off in the year of acquisition.

MAELOR VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 30TH JUNE 2022

**2. OTHER TRADING ACTIVITIES**

	30.6.22	30.6.21
	£	£
Cafe sales	229,803	22,564
Social lotteries	-	2,000
	<u>229,803</u>	<u>24,564</u>

**3. INVESTMENT INCOME**

	30.6.22	30.6.21
	£	£
Interest on bank deposits	<u>35</u>	<u>33</u>

**4. TRUSTEES' REMUNERATION AND BENEFITS**

None of the trustees in office during the year received remuneration (2021:£Nil).

**Trustees' expenses**

No trustees received travel expenses in the year to 30th June 2022 (2021:£Nil).

**5. STAFF COSTS**

The average monthly number of employees during the year was as follows:

	30.6.22	30.6.21
Administration	1	2
General assistants and support staff	<u>4</u>	<u>4</u>
	<u>5</u>	<u>6</u>

No employees received emoluments in excess of £60,000.

**6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £
<b>INCOME AND ENDOWMENTS FROM</b>	
Donations and legacies	88,615
Other trading activities	24,564
Investment income	<u>33</u>
<b>Total</b>	<u>113,212</u>
 <b>EXPENDITURE ON</b>	
Raising funds	44,672
 <b>Charitable activities</b>	
Equipment supplied to Maelor Hospital	351
Support costs	<u>104,143</u>
<b>Total</b>	<u>149,166</u>

MAELOR VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 30TH JUNE 2022

**6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued**

	Unrestricted fund £
<b>NET INCOME/(EXPENDITURE)</b>	(35,954)
 <b>RECONCILIATION OF FUNDS</b>	
Total funds brought forward	165,574
 <b>TOTAL FUNDS CARRIED FORWARD</b>	<u>129,620</u>

**7. STOCKS**

	30.6.22	30.6.21
	£	£
Stocks	3,414	2,478
	<u>3,414</u>	<u>2,478</u>

**8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	30.6.22	30.6.21
	£	£
Trade debtors	-	179
VAT	-	1,748
Other debtors and prepayments	6,175	4,794
	<u>6,175</u>	<u>6,721</u>

**9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	30.6.22	30.6.21
	£	£
Trade creditors	11,435	9,801
Social security and other taxes	6,695	947
Other creditors and accruals	2,769	3,485
	<u>20,899</u>	<u>14,233</u>

**10. MOVEMENT IN FUNDS**

	At 1.7.21	Net movement in funds	At 30.6.22
	£	£	£
<b>Unrestricted funds</b>			
General fund	129,620	(1,691)	127,929
 <b>TOTAL FUNDS</b>	<u>129,620</u>	<u>(1,691)</u>	<u>127,929</u>

MAELOR VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 30TH JUNE 2022

**10. MOVEMENT IN FUNDS - continued**

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	233,406	(235,097)	(1,691)
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>233,406</u>	<u>(235,097)</u>	<u>(1,691)</u>

**Comparatives for movement in funds**

	At 1.7.20 £	Net movement in funds £	At 30.6.21 £
<b>Unrestricted funds</b>			
General fund	165,574	(35,954)	129,620
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>165,574</u>	<u>(35,954)</u>	<u>129,620</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	113,212	(149,166)	(35,954)
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>113,212</u>	<u>(149,166)</u>	<u>(35,954)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.7.20 £	Net movement in funds £	At 30.6.22 £
<b>Unrestricted funds</b>			
General fund	165,574	(37,645)	127,929
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>165,574</u>	<u>(37,645)</u>	<u>127,929</u>

MAELOR VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 30TH JUNE 2022

**10. MOVEMENT IN FUNDS - continued**

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	346,618	(384,263)	(37,645)
<b>TOTAL FUNDS</b>	<u>346,618</u>	<u>(384,263)</u>	<u>(37,645)</u>

**11. OTHER FINANCIAL COMMITMENTS**

Included within accruals are the following commitments falling due within one year

	2022	2021
	£	£
Wrexham Maelor Hospital	=	=

**12. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 30th June 2022.

The Trustees consider Wrexham Maelor Hospital to be a related party only in so far as the work of MVS is for the benefit of the hospital.

MAELOR VOLUNTARY SERVICE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 30TH JUNE 2022

	30.6.22 £	30.6.21 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	3,568	20,547
Grants	-	68,068
	<hr/> 3,568	<hr/> 88,615
<b>Other trading activities</b>		
Cafe sales	229,803	22,564
Social lotteries	-	2,000
	<hr/> 229,803	<hr/> 24,564
<b>Investment income</b>		
Interest on bank deposits	35	33
	<hr/>	<hr/>
<b>Total incoming resources</b>	233,406	113,212
<b>EXPENDITURE</b>		
<b>Raising donations and legacies</b>		
Sundries	-	44
<b>Other trading activities</b>		
Purchases	110,976	12,703
General assistants	19,917	17,857
Social security	494	22
Insurance and maintenance contracts	4,952	5,325
Equipment and equipment repairs	3,733	2,135
Redundancy payments	-	5,735
Staff training and welfare	304	520
Raffle costs	-	331
	<hr/> 140,376	<hr/> 44,628
<b>Charitable activities</b>		
Support staff	46,041	58,696
Social security	910	1,444
Redundancy payments	-	7,349
Equipment donated to Wrexham Maelor Hospital	-	351
	<hr/> 46,951	<hr/> 67,840
<b>Support costs</b>		
<b>Management</b>		
Wages	32,489	27,781
Social security	1,407	952
Pensions	1,689	1,501
Carried forward	35,585	30,234

This page does not form part of the statutory financial statements

MAELOR VOLUNTARY SERVICE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 30TH JUNE 2022

	30.6.22 £	30.6.21 £
<b>Management</b>		
Brought forward	35,585	30,234
Rent	100	100
Telephone	894	1,177
Office expenses	3,857	1,631
	<hr/> 40,436	<hr/> 33,142
<b>Finance</b>		
Bank charges	3,718	304
<b>Governance costs</b>		
Accountancy and legal fees	3,616	3,208
	<hr/> 235,097	<hr/> 149,166
Total resources expended		
<b>Net expenditure</b>	<hr/> (1,691) <hr/>	<hr/> (35,954) <hr/>

This page does not form part of the statutory financial statements