INVOLVE COMMUNITY SERVICES

England & Wales · Charity number 1061373

Details

Other names	BRACKNELL COUNCIL FOR VOLUNTARY SERVICE, BRACKNELL FOREST VOLUNTARY ACTION, BFVA
Status	Registered
Legal form	Charitable company
Company number	03332555
Registered	1997-03-18
Register	View on the Charity Commission register

Contact

Address	The Court House Broadway Town Square Bracknell Berkshire RG12 1AE
Phone	01344304404
Email	info@involve.community
Website	www.involve.community

Activities

Objects: To promote any charitable purpose for the benefit of the public, principally but not exclusively in Bracknell Forest and Wokingham Borough and the surrounding areas (the "area of benefit") and, in particular, to build the capacity of third sector organisations and provide them with the necessary support, information and services to enable them to pursue or contribute to any charitable purpose. To promote, organise and facilitate co-operation and partnership working between third sector, statutory and other relevant bodies in the achievement of the above purposes within the area of benefit. To advance other such objects or purposes which are exclusively charitable according to the law of England and Wales in the area of benefit in such manner as the trustees may in their absolute discretion think fit.

Activities: The overarching aim is to improve lives in our local communities. This is achieved through the provision of support and services to local charities, groups and communities across Bracknell Forest, Wokingham Borough and surrounding areas. Advocating for and representing the VCS and encouraging and enabling partnerships and collaborative working also supports this aim.

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Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information, Sponsors Or Undertakes Research, Acts As An Umbrella Or Resource Body, Other Charitable Activities
- **What:** General Charitable Purposes, Education/training, Economic/community Development/employment, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin, Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

Geography

- **Area of benefit:** BRACKNELL FOREST
- Bracknell Forest
- Reading
- Slough
- West Berkshire
- Windsor And Maidenhead
- Wokingham

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£861,867	£798,731	£458,377	25
2024-03-31	£715,516	£687,316	£395,241	21
2023-03-31	£596,062	£562,087	£367,041	19
2022-03-31	£799,643	£737,962	£333,066	19
2021-03-31	£485,618	£485,644	-	-

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Trustees

Name	Role	Appointed
Ian Richard James Harrison	Chair	2015-12-04
James Meyjes		2023-09-12
Keith Smith		2023-09-12
Malcolm Dudson		2018-10-18
Rajdip Marok-Dhanju		2023-09-18
Renze Kramer		2019-10-02
Roumiana Radountcheva		2019-06-27
Siobhan Goodchild		2020-06-25

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INVOLVE COMMUNITY SERVICES

England & Wales - Charity number 1061373

Accounts

Charity Registration No. 1061373

Company Registration No. 3332555 (England and Wales)

INVOLVE COMMUNITY SERVICES

TRUSTEES' REPORT AND UNAUDITED ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2025

INVOLVE COMMUNITY SERVICES

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	I R J Harrison (Chair) M F Dudson (Vice Chair) R Kramer S Goodchild J Meyjes K Smith R Marok-Dhanju
Treasurer trustee	R Radountcheva
Charity number	1061373
Company number	3332555
Principal address	The Court House Town Square Bracknell Berkshire RG12 1AE
Registered office	The Court House Town Square Bracknell Berkshire4 RG12 1AE
Independent examiner	Andrew Beet FCA Kirk Rice LLP The Courtyard High Street Ascot Berkshire SL5 7HP
Bankers	CAF Bank Limited 25 Kings Hill Avenue Kings Hill West Malling ME19 4JQ

INVOLVE COMMUNITY SERVICES

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INVOLVE COMMUNITY SERVICES

FOR THE YEAR ENDED 31 MARCH 2025

TRUSTEES' REPORT

The Trustees present their report and financial statements for the year ended 31 March 2025 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Structure, governance, and management

The charity is a company limited by guarantee and a registered charity. The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. The Memorandum of Association was last updated on 28 January 2021.

The Trustees, who are also the directors for the purpose of company law, and who served during the year were:

I R J Harrison (Chair)
M F Dudson (Vice Chair)
R Radountcheva (Treasurer)
R Kramer
S Goodchild
J Meyjes
K Smith
R Marok-Dhanju

None of the Trustees have any beneficial interest in the Company. All Trustees are members of the company and guarantee to contribute £1 in the event of winding up.

The charity's purpose as set out in the object's clause of the company's memorandum of association are to:

- Promote any charitable purpose for the benefit of the community in Bracknell Forest, Berkshire, and the Thames Valley, in particular the advancement of education, the protection of health and the relief of poverty, distress and sickness.

- Promote and organise co-operation in the achievement of this objective and bring together in council representatives of voluntary organisations and statutory authorities within the area of benefit.

- Promote effective community service and activity in Bracknell Forest, Berkshire and the Thames Valley, to strengthen voluntary organisations by offering a range of vital services and to provide opportunities to draw them together within the voluntary sector and to act as a strategic partner with local statutory agencies.

During the reporting year the Trustees reviewed and agreed that the focus of involve should continue to be its core functions. These main functions are infrastructure, governance support, volunteering, funding advice, trustee recruitment and training support. This review looks at what the charity has achieved in the previous 12 months. The review helps to ensure the aims and objectives remain true to involve's stated purpose. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit and the trustees consider how planned activities will contribute to the aims and objectives set.

Governance

All policies and procedures are reviewed either on an annual basis or when it is legally necessary.

The CEO (or nominated individual fulfilling such role as agreed and identified by the Trustees, hereon referred to as the CEO) is responsible for the day-to-day decisions, including expenditure on items up to £500, with the exception of the Payroll. The Trustees agree Policies and Procedures and any substantial financial decisions affecting the long term aims of the organisation.

New Trustees are normally recruited by the Trustees, although there are arrangements in place for members to nominate a person to be a Trustee. Trustees are appointed by an ordinary resolution of the charity. In identifying potential new trustees, active trustees are mindful of any skills shortfalls in the board's composition. Appropriate training is offered to new trustees, with their existing skills and experience considered within this.

Via the Business Plan, Business Continuity Plan and Polices such as involve's Reserves Policy, the Trustees and the CEO have covered risks including those financial, physical and operational. These are reviewed by the Board of Trustees and systems or procedures are in place to manage these identified risks.

involve is affiliated to the National Association of Voluntary Community Action (NAVCA).

Review of Activities 2024/25

The Board of Trustees would like to begin by expressing its thanks to the many staff and volunteers who have helped to ensure another successful year for involve Community Services (involve). The board recognises the commitment, resilience and stamina required in such a fast-changing landscape.

The Chief Executive Officer, Philip Bell, alongside fellow staff members, has demonstrated ongoing dedication to all areas of the charity's delivery, managing each within its financial means. Gratitude is given to Jackie Eddolls, Finance Manager, for her meticulous daily work in overseeing the charity's funds. Thanks also extend to Lauren Lee, Partnership and Administration Manager, who has overseen amongst other duties the successful operational delivery of both the Court House and Waterford House sites, ensuring they are welcoming spaces that are compliant with all health and safety requirements. We are fortunate to have the daily management of these sites supported by facilities leads; Tracy Howat at the Court House, and Julie Bedborough at Waterford House. The trustees would also like to thank to Clarissa Webb, Administrator and Web Media Support, who continues to maintain the charity's websites whilst producing quality weekly sector community newsletters alongside her reception duties. Further, we thank Liz Penn, Wellbeing Services Manager for her ongoing leadership of the charity's wellbeing services.

Trustees have welcomed four new staff over the last 12-months. Laura Quinlan started with the team at the beginning of April 2024, working to target social isolation and loneliness within Bracknell Forest in the capacity of Friendship Ambassador. Louise Tagg, Social Prescribing Link Worker for the Wokingham Wellness Team and the North Primary Care Network (shared role), and Sophie-Jo Offord, Social Prescribing Link Worker for the Phoenix Primary Care Network, both joined the team in May on fixed term contracts, with Sophie-Jo covering maternity leave for 9-months. Louise Wren, Communications and Marketing Lead for the Frimley Voluntary, Community and Social Enterprise Health Alliance was the final new starter in 2024/25, coming into her role in October 2024.

We said goodbye to two team members in this financial year. Lauren Brown, substantive role holder for Social Prescribing Link Worker role in the Phoenix Primary Care Network was sadly made redundant in at the end of March 2025, with Sophie Jo Offord leaving her fixed-term role at the end of January.

Ongoing thanks must go to all existing staff not yet mentioned: Claire Page, Training Coordinator; Mike Allen, Trustee Recruitment and Liaison Lead; Fiona Swan, Volunteering Services Manager; Caroline Pragnell, Green and Active Volunteering Coordinator; Vickie Randall, Cancer Support Network Manager; Miranda Millan, Funding Advisor and Grant Writer; Janine Oakley, Social Prescriber for Modality Primary Care Network (PCN); Julia Wheeler, Social Prescriber for the North PCN; Charlotte Woodley, Social Prescriber in the Woosehill and Crowthorne PCN; Lynne Regan, Frimley Voluntary, Community and Social Enterprise Health Alliance Manager; Sally Franks and Mary-Anne Evans, Community Navigators in Wokingham Borough; and Naomi Brown, Community Development Worker for Wokingham Borough. All continue to demonstrate significant care and commitment to the charity's many customers, making a huge difference locally.

Our Board of Trustees has remained stable in 2024/25 with no changes to its composition. My sincere thanks extend to each fellow trustee for the time, wisdom and energy each have given to our charity's purpose.

Trustees offer their gratitude to all organisations and individuals who have funded the charity's activities in 2024/25. These include: Bracknell Forest Borough Council; Wokingham Borough Council; the Buckinghamshire, Oxfordshire and Berkshire West Integrated Care Board; the Wokingham North, Phoenix, Modality, and Crowthorne and Woosehill Primary Care Networks; Bracknell Forest Public Health; Frimley Integrated Care Board; the Wokingham Lions Club; A1 Classic Car Event; the Holt School; Holly Spring Primary; The Factory Shop; Tescos, Wokingham; the Berkshire Community Foundation; Shanly Homes, and the Research Engagement Network. We also thank Carbonxgen Limited for their continued sponsorship of the Perkbox wellbeing package for the paid team for a fourth year.

We are truly thankful to those residents, community groups, charities, and other not-for-profit organisations that have used our services over the year, and who continue to engage positively with our communications and service offerings.

Finally, the Board would like to express its appreciation to any stakeholder not formerly covered. We are incredibly fortunate to have many active relationships and are truly appreciative for each of them.

The summary below is unable to offer a full appraisal of involve Community Services' successes in 2024/25, though it is intended to provide an overview against the charity's five core infrastructure focus areas.

Core Service Delivery Area	Key Achievements in 2024/25
Training: Source, broker, and providing training for Volunteers and Voluntary, Community and Social Enterprise organisations.	Our training offer continues to be held in high regard. 1,055 (1,046 in 23/24) learners have completed training through Involve in 2024/25, with 104 (109 in 24/25) courses delivered. New course options have included: optimising social media, creating psychological safety in the workplace, loss and grief, and mental health first aid refresher learning. These compliment the 40 plus pre-existing course options already established that include safeguarding adults, safeguarding children, and first aid in the workplace. Over 1,500 individuals and organisations subscribe to receive Involves weekly training alerts.
Funding advice: Identify and promote grant funding opportunities and support organisations with both writing and reviewing applications as required.	The Funding Advisory Service continues to see growth to the number of subscribers signed up to receive its weekly funding alerts, with 389 recipients as at the 31st March 25, a growth of 73 over the year. The service has undertaken 48 bespoke funding searches for local voluntary sector organisations or has acted as a critical friend when asked to review grant applications. This is consistent with last year's performance (51). The Funding Advisory Service has delivered 6 training courses, including 2 at a regional event. This is double that of the year previous. The Grant Writing Service has seen continued success over the last 12-months with £270,500 income raised for local not-for-profit causes.
Information: Provide new and existing Voluntary, Community and Social Enterprise organisations with constitutional, management, administrative and developmental information whilst working as an activist and advocate of the sector.	The team recorded 220 support interactions in 2024/25, a growth from 174 in the previous year. Support has included help to start up and register (where required) a charity or group for good; help for trustees in regards governance, policy review, networking introductions and much more. This in turn has helped to strengthen local voluntary, community and social enterprise provision, building resilience so to optimise support and reach to local people.

Trustee Recruitment and Liaison: Recruiting, preparing and matching skilled individuals to trustee vacancies whilst offering ongoing support and training to ensure clarity of role and responsibility.	The inTRUSTed service continues to provide considerable expertise to support good governance for the local not-for-profit sector. inTRUSTed recruited 31 new trustees in 2024/25 (29 in 2023/24). 6 Roles and Responsibilities Trustee Training courses were also delivered to more than 100 learners.
Volunteer recruitment: Including Business in the Community, building opportunity through the 'get involved' volunteer portal, and supporting those who require additional assistance to volunteer.	**Bracknell Forest only** – Having refreshed our site early 2024, 'Bracknell Forest Get Involved' portal, (online volunteer centre) showcased between 156 to 161 volunteering opportunities during the year. 149 volunteers submitted direct expressions of interest, a growth on the 2023-24 (134), The online portal received 5,122 visitors, a reduction from the 7480 to view the site in 2023/24. Our analytics are unable to tell us how many of these visits led to active volunteering. 38 corporate volunteering days were brokered during the year (32 in 2023/24) with 24 local companies assisted. In total 422 business employees participating in these activities with 1,981.5 hours gifted to the community. The volunteering pool (ad hoc volunteering) has grown significantly over the year with 414 individuals registered as at the end of March 24, a growth of 92 on the year previous. Many of these volunteers have undertaken one off activities, enhancing the lives of Bracknell Forest residents.

In addition to the 5 core areas of delivery, involve Community Services also delivers many wellbeing and support programmes. The highlights associating to each can be seen below:

Cancer Support Network

The Cancer Support Network is hugely grateful for three-year funding that commenced in January 2024 courtesy of the Postcode Lottery. This is now actively supporting all core costs for the project.

The network welcomed 65 new members over the year. Each either live with or are caring for a loved one with a diagnosis of cancer in Wokingham Borough or Bracknell Forest.

Members have enjoyed many activities to enhance their wellbeing over the year. These have included Nordic walking, qigong, forest bathing, arts and crafting, and coffee and chat, as well as expert speakers who have spoken about various subject matters to support living well with cancer. Those in the network are supported to stay in connect via a regular member newsletter, and a member WhatsApp group which is overseen by the Network Manager with the secondary support of the Wellbeing Services Manager.

Community Navigator Scheme

Community Navigation has received 541 referrals in 2024/25 with residents signposted to support services or community activities upon their needs and preferences being understood (445 year previous). Navigators have been central to the Wokingham Borough Resident Reception pilot that ran for 6-months during the financial year. Within this, a navigator attended the weekly outreach session (half day) which alternated between four ward communities. In addition, the navigators have also attended several community events to promote the work of the scheme.

Social Prescribing

Involve Community Services supports four Primary Care Networks (PCN's) in delivering commissioned Social Prescribing (Wokingham North; Phoenix; Modality; and Woosehill & Crowthorne). The number of patients supported through these roles stood at 598 as at the end of March 25. The primary reasons for referral are consistent across

the PCN's and include experiences of social isolation and loneliness, low mood, management of long-term health conditions, and caring responsibilities.

Green & Active Volunteering

Green & Active Volunteering is a stand-alone programme affiliated to the Volunteer Centre of Bracknell Forest. The project sees volunteers gift their time in support of environmental undertakings within the parks and countryside of the borough.

A total of 194 (167 in 2023/24) residents gave a total of 2,832.5 hours (3,633 in 2023/24) of their time in support of green volunteering. Those who participated were varied in age, with some as young as 9 and some older than 75. More than two thirds of those who have completed our volunteer feedback questionnaire report an improvement to their general physical and psychological wellbeing as a consequence of their engagement.

In addition to the above, 313 (445 in 2023/24) corporate volunteers took part in green and active undertakings, together completing 1,327.5 hours of volunteering.

Waterford House Charity and Community Hub

Involve is tenant and host of the Charity and Community Hub in Wokingham Town Centre. 11 charitable organisations are co-located at the premises and work collaboratively to support the residents of the borough. The site has welcomed 3,418 guests over the financial year and is a place for support, safety and guidance for many.

Friendship Alliance

The Friendship Alliance is a collaboration of four charities: The Link Visiting Scheme, Wokingham Volunteer Centre, Age UK Berkshire, and involve Community Services. These organisations work together to address social isolation and loneliness that can exist for older residents in Wokingham Borough. Involve Community Services supports the wider ambitions of the alliance through Community Navigation, and by utilising a funded Community Development Worker who focuses to growing and supporting Wokingham Borough community groups and charities for residents across the life course.

Our Ongoing Commitment

In a fast-changing landscape, we remain committed to offering high quality services to the Voluntary, Community and Social Enterprise Sector of both Bracknell Forest and Wokingham Borough. We will continue to actively review our service delivery through member and user feedback, and through our wider sector survey undertaken annually in the month of May, making changes in line with need. We remain committed to offering cost sensitive training, to recruiting volunteers and trustees for local not-for-profit causes, to offering informed governance support, and to helping nurture new initiatives within our communities, whilst supporting the financial sustainability of our local Sector. Our services will be timely, person or service-centred, and sensitive to need.

We will continue to advocate strongly for our sector and to sharing informed insights with partners. We will remain an ally and when required a critical friend to our statutory partners who like the VCSE are experiencing turbulent and uncertain times.

Finally, we will remember our responsibilities as tenant at both the Charity and Community Hub in Wokingham Town, and the Court House in Bracknell Town. Within this we recognise the importance of maintaining safe, coordinated sites in which many charities can deliver their objectives, helping recipients to stay safe, healthy and socially connected.

Funding/Financial Review

involve Community Services continues to deliver its core service support within the communities of Bracknell Forest and Wokingham Borough. The core services grant provided by Bracknell Forest Council stayed at last year's level of £133,400 (2024: £133,400), and in Wokingham Borough we had a slight increase to £131,875 (2024: £120,153), £119,875 from the local authority and a further £12,000 from the Berkshire West Clinical Commissioning Group is gratefully received. These ongoing funds are a testament to the ongoing and strengthening relationship between involve Community Services and the funders with which it works.

Income for restricted funds and projects in 2025 was £533,990 (2024: £403,370), reflecting involve Community Services' broader and more varied reach. The Trustees' policy is to diversify the income base and consider additional projects/ opportunities that align with the organisational objectives. Income from other sources principally space sharing, training, management fees and other income generation such as through the Trustee recruitment service increased to £137,030 from £109,670 in 2024.

Support costs increased slightly to £*293,985* (2024: £*292,210*). Governance costs included therein increased to £18,376 (2024: £16,703). Hours worked increased by 7% (2023/2024: increased by 15%) compared with the previous period.

Unrestricted reserves increased in the year, by £33,149 to £318,871 (2024 £285,722). involve remains in a solid financial position and thanks to the strong relationships it continues to foster with core funders, the trustees maintain cautious optimism. (Note: Unrestricted reserves are linked to the 2 core work area income streams in Bracknell Forest and Wokingham Borough).

It is involve Community Services' policy to maintain reserves to the value of at least 5 months' core expenditure. This would allow time to plan a suitable response in the event that funding is reduced, and would allow the charity to wind down its services and to cover its costs effectively should there ever be need into the future.

The Cash Balance of £578,732 (2024: £438,273) is sufficient to cover our outstanding restricted fund commitments.

The trustees are of the view that the charity is a going concern.

Future Plans

We will continue to deliver core services with pride, ensuring that the Voluntary, Community, and Social Enterprise sector (VCSE) of Bracknell Forest and Wokingham Borough are suitably supported. We will do this by providing capacity building opportunities (training, funding advice, consultancy), offering information and data (research, policy insights), facilitating collaboration and networking (events, partnerships), and engaging in advocacy and influencing decision-makers for the benefit of local charities and communities. We will also deliver high quality provision to those residents who are accessing our wellbeing services, ensuring skilled and trained staff who can give the best support and advice to those who are accessing our help.

To aid our corporate friends, we will launch a corporate social responsibility calendar in which group volunteering opportunities will be showcased. This tool will enable us to engage a greater number of local businesses in volunteering, which in turn will create greater resilience and resource to our communities.

We will work with Bracknell Forest Council to draft a new Communities Strategy, creating a document that reflects resident views and optimises the talents and energies of the people of the borough. This in turn will help our neighbourhoods to thrive. Similarly, we will work with Wokingham Borough Council and other community partners to deliver the ambitions of the boroughs Communities Vision created in 2024, that aspires to make it easier for residents to get access to the things they want and need, building and maintaining communities, offering fair opportunities for all, achieving economic success that everyone can be part of, whilst assisting residents to live happy, healthy and independent lives.

Our organisation will remain agile and open to new opportunities not only for itself but for the wider sector. Whilst the ongoing sustainability of the charity is critical, we realise the importance of infrastructure and to pathing opportunities for the wider sector within our work. This aligns with our constitutional objective.

Asset cover for funds

Note 13 sets out an analysis of the assets attributable to the various funds and a description of the trusts. These assets are sufficient to meet the charity's obligations on a fund by fund basis.

Risk

The organisation is supported by a few local organisations (primarily Bracknell Forest Council, Wokingham Borough Council and Berkshire West CCG) in the form of grant income receivable. This grant income is fundamental to the continuation of involve and as such, the potential loss of this income has been identified as one of our primary risks. The risks identified, associated with our core grant income/primary funders are *medium* in the short term. While a complete loss of grant is unlikely, given the challenging outlook for local authority funding in the near term a reduction in grant levels is something that involve should be prepared for. This risk is mitigated by mindful husbandry of the organisation's reputation.

In addition to the risk highlighted above regarding loss of funding from a primary funder, there is also the risk of expenditure being in excess of budget because of unforeseen circumstances. This is monitored by the Trustees and CEO regularly so that, where possible, steps can be taken to mitigate the impact of this.

Reference and administrative details

Charity number:	1061373
Company number:	3332555
Registered office:	The Court House, Town Square, Bracknell, RG12 1AE

Independent Examiners

A resolution proposing that Kirk Rice LLP be re-appointed as Independent Examiners of the company will be put to the members.

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025

Statement of Trustees' responsibilities

The trustees (who are also the directors of involve Community Services 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these accounts, the trustees are required to:
- select suitable accounting policies and then apply them consistently.
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the Statement of Recommended Practice: 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) (effective 1 January 2019) and in accordance with the special provisions of the small companies regime (Section 419 (2) of the Companies Act 2006).

Trustees are all volunteers who are recruited either by personal contact or as the result of advertisements.

On behalf of the Board of Trustees



I R J Harrison (Chair) Trustee

Dated: 31/10/25

INVOLVE COMMUNITY SERVICES

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF INVOLVE COMMUNITY SERVICES

I report to the trustees on my examination of the financial statements of involve Community Services (the charity) for the year ended 31 March 2025.

Responsibilities and basis of report
As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity 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 charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act) . In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

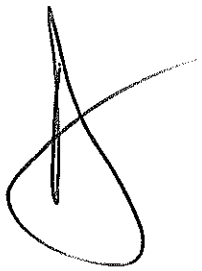
Independent examiner's statement
Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the ICAEW, which is one of the listed bodies.

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 that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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 financial statements 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 financial statements to be reached.

Andrew Beet FCA
Kirk Rice LLP
The Courtyard
High Street
Ascot
Berkshire
SL5 7HP



Dated: 4 November 2025

INVOLVE COMMUNITY SERVICES

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2025

		Unrestricted Funds		Restricted Funds		Total	Total
		2025	2024	**2025**	2024	**2025**	2024
Income and endowments from	**Notes**	**£**	£	**£**	£	**£**	£
Core funding	2	**265,275**	249,053	**-**	-	**265,275**	249,053
Income from investments	3	**5,764**	2,903	**-**	-	**5,764**	2,903
		271,039	251,956	**-**	-	**271,039**	251,956
Income from Charitable activities	4	**56,838**	60,190	**533,990**	403,370	**590,828**	463,560
Total income and endowments		**327,877**	312,146	**533,990**	403,370	**861,867**	715,516
Expenditure on Charitable activities	5	**293,985**	292,210	**504,746**	395,106	**798,731**	687,316
Total resources expended		**293,985**	292,210	**504,746**	395,106	**798,731**	687,316
Net (deficit)/income		**33,892**	19,936	**29,244**	8,264	**63,136**	28,200
Transfers between funds		**(743)**	(966)	**743**	966	**-**	-
Net movement in funds		**33,149**	18,970	**29,987**	9,230	**63,136**	28,200
Fund balances at 1 April 2024		**285,722**	266,752	**109,519**	100,289	**395,241**	367,041
Fund balances at 31 March 2025		**318,871**	285,722	**139,506**	109,519	**458,377**	395,241

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

The results for the year derive from continuing activities and there are no gains or losses other than those shown above.

INVOLVE COMMUNITY SERVICES

BALANCE SHEET
AS AT 31 MARCH 2025

	Notes	2025		2024	
		£	£	£	£
Fixed assets					
Tangible assets	9		**3,315**		1,911
Current assets					
Debtors	10	**18,653**		80,467	
Cash at bank and in hand		**578,732**		438,273	
Current assets		**597,385**		518,740	
Creditors: amounts falling due within one year	11	**(142,323)**		(125,410)	
Net current assets			**455,062**		393,330
Total assets less current liabilities			**458,377**		395,241
Income funds					
Restricted funds	13		**139,506**		109,520
Unrestricted funds			**318,871**		285,721
			458,377		395,241

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2025. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

The accounts were approved by the Board on 31.10.25

R Radountcheva (Treasurer)
Trustee

I R J Harrison (Chair)
Trustee

Company Registration No. 3332555

INVOLVE COMMUNITY SERVICES

CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2025

Statement of cash flows

	2025	2024
	£	£
Cash flows from operating activities:		
Net cash provided by (used in) operating activities	**137,880**	45,299
Cash flows from investing activities:		
Dividends, interest and rents from investments	**5,764**	2,903
Proceeds from the sale of property, plant and equipment		
Purchase of property, plant and equipment	**(3,185)**	(1,284)
Change in cash and cash equivalents in the reporting period	**140,459**	46,918
Cash and cash equivalents at the beginning of the reporting period	**438,273**	391,355
Change in cash and cash equivalents due to exchange rate movements	-	-
Cash and cash equivalents at the end of the reporting period	**578,732**	438,273

Reconciliation of net income/(expenditure) to net cash flow from operating activities

	2025	2024
	£	£
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	**63,136**	28,200
Adjustments for:		
Depreciation charges	**1,781**	1,440
Dividends, interest and rents from investments	**(5,764)**	(2,903)
(Increase)/decrease in debtors	**61,815**	(49,512)
Increase/(decrease) in creditors	**16,912**	68,074
Net cash provided by (used in) operating activities	**137,880**	45,299

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with 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) and the Companies Act 2006.

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

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

1.2 Income

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

Income from grants is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Donations and legacies and other forms of voluntary income are recognised as Income when their receipt is probable and the amount can be measured reliably.

1.3 Expenditure on charitable activities

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

Expenditure falling directly within one activity is allocated only to that activity. Central costs have been apportioned and allocated between support costs and governance costs of the charity on the basis of time spent on each activity. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

1.4 Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity artistic programmes and activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 6.

1.5 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Assets of value of less than £500 are not capitalised. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Equipment	33% straight line
Office equipment	33% straight line

1.6 Debtors

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

1.7 Creditors and provisions

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

1.8 Financial instruments

The trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

1.9 Pensions

The charity's contribution to employee personal pension plans are charged on a monthly basis within salaries.

1.10 Accumulated funds

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

1.11 Legal status of the charity

The charity is a company limited by guarantee incorporated in England and Wales and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

2 Core funding

	2025 £	2024 £
Grants receivable from Bracknell Forest Council for core activities	**133,400**	128,900
Grants receivable from Wokingham Council & NHS Wokingham CCG for core activities	**131,875**	120,153
	265,275	249,053

Since October 2016, involve has occupied premises owned by Bracknell Forest Council, the value of the rent foregone by the Council £20,000 (2024 £20,000) is included in the grant dealt with above.

3 Investment income

	2025 £	2024 £
Interest receivable	**5,764**	2,903

All of the charity's investment income arises from money held in interest bearing deposit accounts.

4 Income from charitable activities.

	Unrestricted funds		Restricted funds		Total	Total
	2025	2024	**2025**	2024	**2025**	2024
	£	£	£	£	£	£
Grants receivable for charitable activities	-	-	**453,798**	351,615	**453,798**	351,615
Other income	**56,838**	60,190	**80,192**	51,755	**137,030**	111,945
	56,838	60,190	**533,990**	403,370	**590,828**	463,560

Included within income relating to grants receivable for charitable activities are the following grants:

Restricted funds	2025	2024
VCSE Health Alliance	**57,628**	14,493
BFC Friendship Ambassador	**40,000**	-
WBC Health Checks SP	**33,000**	-
VCSE Health Alliance Leaders Support Group	**18,400**	-
Get Green Active	**23,600**	23,600
BHFT Health Inequalities	**-**	17,000
Core Training	**15,000**	13,850
Community Navigator	**45,240**	43,282
WBC Friendship Alliance	**38,118**	35,792
Health & Wellbeing Advisors (North, East & Phoenix), Woosehill & Crowthorne	**139,522**	139,522
Cancer Support Network	**5,000**	31,977
Waterford House	**38,290**	32,100
	453,798	351,615

5 Expenditure on charitable activities

	Staff Costs		Depreciation		Other Costs		Total Costs	
	2025	2024	**2025**	2024	**2025**	2024	**2025**	2024
	£	£	**£**	£	**£**	£	**£**	£
Activities undertaken directly	**403,438**	309,292	**1,307**	559	**100,002**	85,254	**504,747**	395,105
Support costs	**246,252**	232,340	**474**	881	**47,258**	58,989	**293,984**	292,210
Total charitable activities	**649,690**	541,632	**1,781**	1,440	**147,260**	144,243	**798,731**	687,315

6 Support costs

	2025	2024
	£	£
Staff Costs	**227,877**	215,637
Premises Costs	**58,466**	58,251
Equipment, Supplies & Support	**14,196**	15,557
Fees, Recoveries & Sundries	**(25,404)**	13,165
Depreciation	**474**	881
Governance Costs	**18,375**	16,703
	293,984	320,194

Governance Costs include accountancy and independent examiners fees of £2,400 (2024 £2,400), an estimate of time spent by the CEO, Operations Manager, Finance Manager and Wellbeing Manager on governance matters and trustee related expenses, if any.

7 Trustees

None of the Trustees (or any persons connected with them) received any remuneration, benefits, or reimbursed expenses from the charity during the current or previous year.

8 Employees

Number of employees

The average monthly number of employees for full time equivalent during the year was:

	2025	2024
	Number	Number
Management	**4**	4
Administration	**3**	**3**
Charity support	**17**	14
	24	21

Employment costs	2025	2024
	£	£
Wages and salaries	**559,337**	462,258
Social security	**36,115**	33,964
Pension costs	**7,396**	6,278
	602,848	502,500

The average monthly number of employees for actual head count during the year are 24.33 (2024: 20.67).

There were no employees whose annual emoluments were £60,000 or more (2024: nil).

The emoluments of key management personnel amounted to £54,500 (2024: £50,750).

With effect from 1st June 2016, a Workplace Pension Scheme was established by the Trustees in compliance with applicable regulations.

9 Tangible fixed assets

At 31 March 2025	Equipment £	Total £
Cost		
At 1 April 2024	33,430	33,430
Additions	3,185	3,185
Disposals	-	-
At 31 March 2025	36,615	36,615
Depreciation		
At 1 April 2024	31,519	31,519
Charge for the year	1,781	1,781
Disposals	-	-
At 31 March 2025	33,300	33,300
Net book value		
At 31 March 2025	3,315	3,315
At 31 March 2024	1,911	1,911

10 Debtors

	2025 £	2024 £
Trade debtors	3,343	68,728
Prepayments and accrued income	15,310	11,740
	18,653	80,468

11 Creditors: amounts falling due within one year

	2025 £	2024 £
Trade creditors	19,652	10,956
Accruals and deferred income	122,671	114,454
	142,323	125,410

Income of £101,676 (2024: £96,234) has been deferred as it relates to activities that will be undertaken in the subsequent financial year. Previously deferred income of £96,234 (2024: £43,237.26) was released in the year.

12 Share capital

The company is incorporated in England and Wales as limited by guarantee and therefore has no share capital. Every member undertakes to contribute such amount as may be required (not exceeding £1). The number of organisations 31 March 2025 was 418 of which 97 were member organisations (2024: 97). This reflects Wokingham and Bracknell organisations.

13 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes.

		Movement in funds			
	Balance at 01-Apr-24	Incoming resources	Resources expended	Transfers	**Balance at 31-Mar-25**
	£	£	£	£	**£**
VCSE Health Alliance	1,265	57,628	54,987	(1,760)	**2,146**
BFC Friendship Ambassador	-	40,000	30,082	-	**9,918**
WBC Health Checks SP	-	33,000	24,200	-	**8,800**
VCSE Health Alliance Leaders Support Group	-	18,400	13,500	-	**4,900**
Get Green Volunteer Co-ordinator	3,873	24,812	22,789	-	**5,896**
Core Training 22/23	18,147	58,565	57,940	-	**18,772**
Community Navigator	23,210	45,240	44,411	-	**24,039**
Friendship Alliance	29,209	38,118	36,362	-	**30,965**
Volunteer Projects/CSR	10,577	-	9,540	(1,037)	**-**
Health & Wellbeing Advisor (North)	9,773	36,160	35,225	-	**10,708**
Health & Wellbeing Advisor (East)	79	34,113	34,763	630	**59**
Health & Wellbeing Advisor (Pheonix)	539	35,135	38,584	2,910	**-**
Cancer Support Network	6,385	39,885	32,539	-	**13,731**
Health & Wellbeing Advisor (Woosehill & Crowthorne)	475	34,113	31,708	-	**2,880**
Waterford House	2,226	38,821	38,116	-	**2,931**
BFC Recovery Grant/Grass Roots	3,761	-	-	-	**3,761**
	109,519	533,990	504,746	743	**139,506**

Each of funds listed below are the result of a grant or contract held by the charity for a specific purpose. The uses to which these funds may be applied is set out within each condition of grant or contract. Details of the grant making bodies and purposes of Restricted Funds are set out in the following table.

Name	Grant making Body	Purpose
Community Navigation	Wokingham Borough Council	Signposting residents to wellbeing activities and provision within the community.
Social Prescribing Link Worker	Wokingham North Primary Care Network.	Health and wellbeing support to patients that are registered in one of the GP surgeries that form the Wokingham North Primary Care Network.
Social Prescribing Link Worker	Modality Primary Care Network, latterly Modality.	Health and wellbeing support to patients that are registered in the Modality Primary Care Network.
Social Prescribing Link Worker	Phoenix Primary Care Network.	Health and wellbeing support to patients that are registered at one of the GP surgeries that form the Phoenix Primary Care Network.
Social Prescribing Link Worker	Crowthorne and Woosehill Primary Care Networks.	Health and wellbeing support to patients that are registered in the Crowthorne and Woosehill Primary Care Network.
Grant Writer	Bracknell Forest Council & Wokingham Borough Council.	Helping to support the local Voluntary, Community and Social Enterprise Sector with its sustainability.
Cancer Support Network	Postcode Lottery, Wokingham Lions Club, A1 Classic Car Event, the Holt School, Holly Spring Primary; The Factory Shop, Tescos, Wokingham, the Berkshire Community Foundation; and Shanly Homes.	Supporting the facilitation of the Cancer Support Network in the Wokingham Borough and Bracknell Forest through funded wellbeing and social connection activity.
Waterford House	Wokingham Borough Council.	Daily coordination and site support for all 11 charitable organisations based within the premises who in turn work to best support the residents of Wokingham Borough.
Green & Active Volunteering	Bracknell Forest Public Health Team.	Daily coordination and oversight of green & active volunteering supporting residents to connect with and care for the green spaces of the borough whilst improving their physical and emotional wellbeing.
Frimley VCSE Health Alliance	Frimley Integrated Care Board.	Delivery of the alliance that provides a Voluntary Sector space for collaboration and voice, which in turn helps and assists health and care providers in shaping quality health provision of the future that is informed by residents, neighbourhoods, and communities.
Friendship Ambassador	Bracknell Forest Public Health Team.	Building a network of Welcome Spaces across the borough where residents can connect with others, assured of a warm, safe experience. Additionally, the Friendship Ambassador will assist residents to access activities, buddying them so to build confidence and maximise their chance continued engagement for the future.

NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025

Community Wellness Outreach Wokingham	Wokingham Borough Council (via funding from the Buckinghamshire, Oxfordshire and Berkshire West Integrated Care Board).	Aftercare support for residents who are looking to make lifestyle changes following a cardiovascular health check.
Community Learning	Bracknell Forest Open Learning Centre.	Community training and learning primarily for staff and volunteer who are supporting not-for-profit activities within the borough.
Community Development Worker	Wokingham Borough Council.	Building new assets within the borough to strengthen communities whilst also seeking to support existing entities with their sustainability and impact.

14 Analysis of net assets between funds

Fund balances at 31 March 2025 are represented by:	Unrestricted £	Restricted £	Total funds £
Tangible fixed assets	3,315	-	3,315
Current assets	457,879	139,506	597,385
Creditors: amounts falling due within one year	(142,323)	-	(142,323)
	318,871	**139,506**	**458,377**

15 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2025 £	2024 £
Within one year	**7,028**	10,244
Between two and five years	**11,713**	18,741
After five years		-
	18,741	28,985

16 Related party transactions

There were no disclosable related party transactions during the year (2024: none).

INVOLVE COMMUNITY SERVICES

England & Wales - Charity number 1061373

Accounts

Charity Registration No. 1061373

Company Registration No. 3332555 (England and Wales)

INVOLVE COMMUNITY SERVICES

TRUSTEES' REPORT AND UNAUDITED ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2024

INVOLVE COMMUNITY SERVICES

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	I R J Harrison (Chair) M F Dudson (Vice Chair) R Kramer S Goodchild J Meyjes K Smith R Marok-Dhanju
Treasurer trustee	R Radountcheva
Charity number	1061373
Company number	3332555
Principal address	The Court House Town Square Bracknell Berkshire RG12 1AE
Registered office	The Court House Town Square Bracknell Berkshire4 RG12 1AE
Independent examiner	Andrew Beet FCA Kirk Rice LLP The Courtyard High Street Ascot Berkshire SL5 7HP
Bankers	CAF Bank Limited 25 Kings Hill Avenue Kings Hill West Malling ME19 4JQ

INVOLVE COMMUNITY SERVICES

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INVOLVE COMMUNITY SERVICES

FOR THE YEAR ENDED 31 MARCH 2024

TRUSTEES' REPORT

The Trustees present their report and financial statements for the year ended 31 March 2024 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, the Charities Act 2011, the Companies Act 2006 and the 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).

Structure, governance, and management

The charity is a company limited by guarantee and a registered charity. The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. The Memorandum of Association was last updated on 28 January 2021.

The Trustees, who are also the directors for the purpose of company law, and who served during the year were:

I R J Harrison (Chair)
M F Dudson (Vice Chair)
R Radountcheva (Treasurer)
R Kramer
S Goodchild
J Meyjes (appointed 12 September 2023)
K Smith (appointed 12 September 2023)
R Marok-Dhanju (appointed 18 September 2023)

None of the Trustees has any beneficial interest in the Company. All of the Trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The charity's purpose as set out in the object's clause of the company's memorandum of association are to:

- Promote any charitable purpose for the benefit of the community in Bracknell Forest, Berkshire, and the Thames Valley, in particular the advancement of education, the protection of health and the relief of poverty, distress and sickness.

- Promote and organise co-operation in the achievement of this objective and bring together in council representatives of voluntary organisations and statutory authorities within the area of benefit.

- Promote effective community service and activity in Bracknell Forest, Berkshire and the Thames Valley, to strengthen voluntary organisations by offering a range of vital services and to provide opportunities to draw them together within the voluntary sector and to act as a strategic partner with local statutory agencies.

During the reporting year the Trustees reviewed and agreed that the focus of involve should continue with its core functions. The main functions are infrastructure, volunteering, funding, trustee recruitment and training support. This review looks at what has been achieved and the results of involve's work in the previous 12 months. The review helps to ensure our aims and objectives remain focused on involve's stated purpose. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit and the trustees consider how planned activities will contribute to the aims and objectives set.

Governance

All policies and procedures are reviewed either on an annual basis or when it is legally necessary.

The CEO (or nominated individual fulfilling such role as agreed and identified by the Trustees, hereon referred to as the CEO) is responsible for the day to day decisions, including expenditure on items up to £500, with the exception of the Payroll. The Trustees agree Policies and Procedures and any substantial financial decisions affecting the long term aims of the organisation.

New Trustees are normally recruited by the Trustees, although there are arrangements in place for members to nominate a person to be a Trustee. Trustees are appointed by an ordinary resolution of the charity. In identifying potential new trustees, the Trustees are mindful of any identified shortfalls in the skill set of the current Trustees. Appropriate training will be offered to new trustees in the light of their existing skills and experience.

Via the Business Plan, Business Continuity Plan and Polices such as involve's Reserves Policy the Trustees and the CEO have covered risks including financial, physical and operational risks. These are reviewed by the Board of Trustees and systems or procedures are in place to manage these identified risks.

involve is affiliated to the National Association of Voluntary Community Action (NAVCA).

Review of Activities 2023/24

As is customary, the Board of Trustees would like to begin by expressing its thanks to the many staff and volunteers who have helped to ensure another successful year for involve Community Services (involve). The board recognises the dedication and energy required in this respect.

The Chief Executive Officer, Philip Bell, alongside fellow staff members, has continued to demonstrate significant dedication to all areas of the charity's delivery, managing each within its financial limitations. Gratitude is given to Jackie Eddolls, Finance Manager, for her meticulous daily work in overseeing the charity's funds. Thanks are also given to Lauren Lee, who since starting her role with the team in May 2023 as Partnership and Administration Manager, has overseen amongst other duties the successful delivery of both the Court House and Waterford House sites, ensuring their compliance over the last 12-months with the daily support of the respective facilities leads, Tracy Howat and Julie Bedborough. Further, the trustee thanks extend to Clarissa Webb, Administrator and Web Media Support, who continues to maintain and update the charity's websites whilst producing high quality weekly community newsletters alongside her reception duties.

In addition to Lauren, trustees have also welcomed Sally Franks and Mary-Anne Evans, both in the capacity of Community Navigators; Naomi Brown, Community Development Worker in Wokingham Borough; and Lynne Regan, Voluntary, Community and Social Enterprise Frimley Health Alliance Partnership Manager. The board would also like to recognise Liz Penn a long-standing member of the team who was promoted to the role of Wellbeing Services Manager in May 2023.

We said goodbye to just one team member in this financial year, Jo Mason, the charity's Operations Manager. Our appreciation goes to her for her dedication during her year tenure with the charity.

Ongoing thanks must go to all existing involve staff not yet mentioned: Claire Page, Training Coordinator; Mike Allen, Trustee Recruitment; and Liaison Lead; Fiona Swan, Volunteering Services Manager; Caroline Pragnell, Green and Active Volunteering Coordinator; Vickie Randall, Cancer Support Network Manager; Miranda Millan, Funding Advisor and Grant Writer; Lauren Brown, Social Prescriber for Phoenix Primary Care Network (PCN); Janine Oakley, Social Prescriber for Modality PCN; Julia Wheeler, Social Prescriber for the North PCN; and Charlotte Woodley, Social Prescriber in the Woosehill and Crowthorne PCN, all of whom continue to demonstrate considerable care and commitment to our many customers, and who make a genuine difference locally.

Our Board has seen some welcomed growth over the year with Keith Smith, James Meyjes and Rajdip Marok-Dhanju all joining as trustees in September 2023, taking our total contingent to eight. I thank all my fellow trustees for the time, dedication and wisdom they have gifted over the last yar.

Trustees offer their gratitude to all organisations who have funded the charity's activities in 2023/24: Bracknell Forest Borough Council, Wokingham Borough Council, the Buckinghamshire, Oxfordshire and Berkshire West Integrated Care Board, the Wokingham North, Phoenix, Modality, and Crowthorne and Woosehill Primary Care Networks, Bracknell Forest Public Health, Berkshire Health Foundation Trust, Get Berkshire Active, The Department of Work and Pensions (Access to Work grant), Macmillan, Warfield Parish Council, the Postcode Lottery, and the University of Sheffield. We also thank Carbonxgen Limited who have continued to sponsor the staff teams Perkbox wellbeing package for a third year.

We are thankful to all residents, community groups, charities, and other not-for-profit organisations who have used our services over the year, and who continue to engage positively to our communications and service offerings.

Lastly, the Board would like to express its gratitude to any stakeholder not formerly covered. We are incredibly fortunate to have many active relationships and are truly appreciative for each of them.

Whilst the summary below cannot offer a full account of involve Community Services' achievements in 2023/24, it does provide an overview against the charity's five core infrastructure focus areas.

Core Service Delivery Area	Key Achievements in 2023/24
Training: Source, broker, and providing training for Volunteers and Voluntary, Community and Social Enterprise organisations.	Our training remains a cornerstone of our charity's offer with 1046 learners undertaking a course with involve during the year. In total 109 courses were facilitated, slightly lower than the 130 in the year previous, and with an average attendance of 9-10 learners consistent with 2022/23. New course options in the year have included Menopause, LGBT and Substance addiction, with training such as safeguarding of children and adults, mental health first aid, and first aid in the workplace now staple offerings.
Funding advice: Identify and promote grant funding opportunities and support organisations with both writing and reviewing applications as required.	The Funding Advisory Service has seen a growth to the number of subscribers signed up to receive its weekly funding alerts, with 316 recipients as at the 31st March 24, a growth of 43 on the same time the year previous. The service has undertaken 51 bespoke funding searches for local voluntary sector organisations or has acted as a critical friend when asked to review grant applications. This is more than double the number of organisations accessing this area of service when compared to 2022/23 (22 recipients). The Funding Advisory Service has now written three training packages, all of which have been successfully delivered to other local Voluntary Sector organisations in 2023/24. Reviews have suggested quality content and delivery, which in turn will help many local not-for-profit organisations and group to best manage their financial sustainability. The Grant Writing Service has seen terrific success over the last 12-months with £587,150 of grant applications drafted and £321,279 of income generated for local not-for-profit organisations. This is by far the highest financial success the teams Grant Writer has seen since the workstream began in July 2020.

Information: Provide new and existing Voluntary, Community and Social Enterprise organisations with constitutional, management, administrative and developmental information whilst working as an activist and advocate of the sector.	The team recorded 174 support interactions in 2023/24, a small growth from 167 in the year previous. Support needs have included help to amend constitutional objectives, start-up advice, policy review, assistance to find cost sensitive delivery or office space. The team have worked tirelessly to ensure proactive responses to all enquires, and to provide accurate information and direction, subsequently strengthening the resilience, compliance and delivery of our local Voluntary, Community and Social Enterprise sector (VCSE).
Trustee Recruitment and Liaison: Recruiting, preparing and matching skilled individuals to trustee vacancies whilst offering ongoing support and training to ensure clarity of role and responsibility.	The inTRUSTed service continues to provide bespoke expertise to support good governance of the local VCSE. inTRUSTed recruited 29 new trustees in 2023/24, a small growth in the year previous (23 placements in 2022/23). Many candidates have joined the 56 learners who have undertaken the highly regarded trustee role and responsibilities training sessions.
Volunteer recruitment: Including Business in the Community, building opportunity through the 'get involved' volunteer portal, and supporting those who require additional assistance to volunteer.	**Bracknell Forest only** – The 'Bracknell Forest Get Involved' portal, (online volunteer centre) has showcased between 150-165 volunteering opportunities during over the year. 134 volunteers submitted direct expressions of interest, a number consistent with the year previous (132), The online portal had 7480 visitors, a significant increase from 5,300 the year prior. Our data cannot tell us how many of these visits translated to active volunteering. 32 corporate volunteering days were brokered during the year, with 455 business employees undertaking a volunteering activity. This compares to 19 days in the year previous with a total of 233 employees engaged. The volunteering pool (ad hoc volunteering) has continued to grow in the year with 322 individuals registered as at the end of March 24, a growth of 58 on the year previous. Many volunteers from the pool have gifted time to Marshall community events and to undertake other one-off undertakings.

In addition to the 5 core areas of delivery, involve Community Services also delivers many wellbeing and support programmes. The highlights associating to each can be seen below:

Cancer Support Network

The Cancer Support Network was delighted to learn in the autumn of 2023 that it had secured three calendar years of core funding courtesy of the Postcode Lottery to support its delivery payable from January 2024. The funds cover all salary charges and associated oncosts, with just activity charges left to fund. This grant provides more financial security than the network has ever known since forming in November 2018.

The network welcomed 71 new members over the year. Members either live with or are caring for a loved one with a diagnosis of cancer in Wokingham Borough. Given the terms of the new funding, involve Community Services will extend its reach into Bracknell Forest, it's other area of geographic purpose, ensuring emotional and social support is in place for any adult impacted by cancer within both boroughs.

Members have enjoyed many living well with cancer seminars in 2023/24, alongside many social undertakings that have included Nordic walking, qigong, forest bathing, nature walks, crafting activities and coffee mornings. Those in the network are also supported to stay connected via regular member newsletters, and a member WhatsApp group which is overseen by the Network Manager with the secondary support of the Wellbeing Services Manager.

Community Navigator Scheme

The number of referrals to Community Navigation has remained steady in 2023/24 with 445 residents signposted

to support services or community activities in accordance to their needs and preferences (471 year previous). Navigators have focussed this year on being more present within the ward communities of the borough and have attended more than 30 community events. This is an area we will continue to develop in the year ahead so to bring awareness to the scheme and to ensure the navigators are connecting with those most in need to early help support.

Social Prescribing

Involve Community Services now has four Social Prescribing Link Workers supporting the Primary Care Networks (PCN's) of Wokingham North; Phoenix; Modality; and Woosehill & Crowthorne. The number of patients supported through these roles has continued to grow significantly in this year with 758 individuals helped. This is a substantial increase from the 599 patients aided in 2022/23, and 361 in 2021/22. The primary reasoning for referral is consistent across the PCN's and include experiences of poor mental health, social isolation and loneliness, management of long-term health conditions, and caring responsibilities.

Green & Active Volunteering

Green & Active Volunteering is a stand-alone programme of work affiliated to the Volunteer Centre of Bracknell Forest. The project sees environmental volunteers gift their time in support of the parks and countryside of the borough, ensuring that our green spaces are maintained, safe and accessible for all to enjoy.

A total of 167 individuals gifted a total of 3,633 of volunteer hours. Those who participated were aged 12 to 75 years and included school and college pupils, those completing their Duke of Edinburgh awards, and adult members of the public, some of whom have additional support needs.

In addition, 445 corporate volunteers took part in green and active undertakings, together completing 2,297 hours of volunteering.

Waterford House Charity and Community Hub

Hosted and tenanted by involve Community Services, the Charity and Community Hub located in Wokingham Town Centre, hosts 11 charitable organisations who together welcome on average 1,000 guests quarterly. This is a substantial increase from 600-700 visitors 3-monthly in 2022/23. Whilst the aspiration was initially to create other physical sites across the borough, finance has curtained such a bold ambition. Instead in the year ahead a hub outreach model will be piloted, with the hub services at its core. Together with council staff they will reach into other ward communities of the borough to realise proactive early help provision.

Friendship Alliance

The Friendship Alliance is a collaboration of four charities: The Link Visiting Scheme, Wokingham Volunteer Centre, Age UK Berkshire, and involve Community Services. These organisations come together to positively challenge social isolation and loneliness that can be experienced by older residents in Wokingham Borough. Involve Community Services supports the wider ambitions of the alliance through its Community Navigation offer, and by providing a funded Community Development Worker who focuses to growing and supporting Wokingham Borough community groups and charities.

Our Ongoing Commitment

We remain focussed on best supporting the Voluntary, Community and Social Enterprise Sector of both Bracknell Forest and Wokingham Borough. We will consider our delivery offering regularly using the feedback from our annual sector survey to inform the charity's future evolution. We will continue to offer quality cost sensitive training, recruit volunteers and trustees, give informed governance support, help nurture new initiatives within our communities and support the financial sustainability of the local Voluntary, Community and Social Enterprise (VCSE) Sector. Our services will be timely, person or service-centred, and sensitive to need.

We will continue to advocate for our sector and to share informed insights through our systems leadership and partnership undertakings. We will remain an ally and when required a critical friend to our statutory partners who

like the VCSE are experiencing turbulent and uncertain times.

Finally, we will remember our responsibilities as lead tenant in both the Charity and Community Hub in Wokingham Town, and the Court House in Bracknell Town. Within this we recognise the importance of safe, well-run sites in which many charities can deliver their offering, helping recipients to stay safe, healthy and socially connected.

Funding/Financial Review

involve Community Services continues to deliver its core service support within the communities of Bracknell Forest and Wokingham Borough. The core services grant provided by Bracknell Forest Council increased slightly to £133,400 (2023: £126,900), and in Wokingham Borough, £108,153 (2023: £90,734), £96,153 from the local authority and a further £12,000 from the Berkshire West Clinical Commissioning Group is gratefully received. These ongoing funds are a testament to the ongoing and strengthening relationship between involve Community Services and the funders with which it works.

Income for restricted funds and projects in 2024 was £403,370 (2023: £315,315), reflecting involve Community Services' broader and more varied reach. The Trustees' policy is to diversify the income base and consider additional projects/ opportunities that align with the organisational objectives. Income from other sources principally space sharing, training, management fees and other income generation such as through the Trustee recruitment service increased to £109,670 from £89,522 (2022/2023).

Support costs increased to £*320,194* (2023: £*255,752*). Governance costs included therein increased to £16,703 (2023: £13,184). Hours worked in-creased by 15% (2022/2023: de-creased by 10%) compared with the previous period.

Unrestricted reserves increased in the year, by £18,970 to £285,722 (2023 £266,752). involve remains in a solid financial position and thanks to the strong relationships it continues to foster with core funders, the trustees maintain cautious optimism. (Note: Unrestricted reserves are linked to the 2 core work area income streams in Bracknell Forest and Wokingham Borough).

It is involve Community Services' policy to maintain reserves to the value of at least 5 months' core expenditure. This would allow time to plan a suitable response in the event that funding is reduced, and would allow the charity to wind down its services and to cover its costs effectively should there ever be need into the future.

The Cash Balance of £438,273 (2023: £391,355) is sufficient to cover our outstanding restricted fund commitments.

The trustees are of the view that the charity is a going concern.

Future Plans

We will continue to lead the development of the Frimley Voluntary, Community and Social Enterprise (VCSE) Health Alliance. Working with other infrastructure charities, involve Community Services will create an alliance of VCSE partners who in turn will work together using their community insights and understanding to help to shape the future of local health services.

To positively address and minimise experiences of social isolation and loneliness across Bracknell Forest, involve Community Services will partner with the Public Health Team to build a friendship network, creating welcome spaces and activities for local people. Offerings will vary in nature with all ages and demographics considered.

In partnership with Wokingham Borough Council, the integrated Care Board and the Primary Care Networks of

the borough, involve Community Services will help to create a Community Wellness Team where residents can receive health checks and follow up care in accordance with their needs and aspirations. A focus will be given to resident cohorts where cardiovascular health inequalities exist.

Finally, our organisation will remain agile and open to new opportunities not only for itself but for the wider sector. Whilst the ongoing sustainability of the charity is fundamental, we realise the importance of infrastructure and to pathing opportunities for the wider sector within our work. This aligns with our constitutional objective and will always be a priority to us.

Asset cover for funds

Note 13 sets out an analysis of the assets attributable to the various funds and a description of the trusts. These assets are sufficient to meet the charity's obligations on a fund by fund basis.

Risk

The organisation is supported by a few local organisations (primarily Bracknell Forest Council, Wokingham Borough Council and Berkshire West CCG) in the form of grant income receivable. This grant income is fundamental to the continuation of involve and as such, the potential loss of this income has been identified as one of our primary risks. The risks identified, associated with our core grant income/primary funders are *medium* in the short term. While a complete loss of grant is unlikely, given the challenging outlook for local authority funding in the near term a reduction in grant levels is something that involve should be prepared for. This risk is mitigated by mindful husbandry of the organisation's reputation.

In addition to the risk highlighted above regarding loss of funding from a primary funder, there is also the risk of expenditure being in excess of budget because of unforeseen circumstances. This is monitored by the Trustees and CEO regularly so that, where possible, steps can be taken to mitigate the impact of this.

Reference and administrative details

Charity number:	1061373
Company number:	3332555
Registered office:	The Court House, Town Square, Bracknell, RG12 1AE

Independent Examiners

A resolution proposing that Kirk Rice LLP be re-appointed as Independent Examiners of the company will be put to the members.

Statement of Trustees' responsibilities

The trustees (who are also the directors of involve Community Services 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these accounts, the trustees are required to:
- select suitable accounting policies and then apply them consistently.
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the Statement of Recommended Practice: 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) (effective 1 January 2019) and in accordance with the special provisions of the small companies regime (Section 419 (2) of the Companies Act 2006).

Trustees are all volunteers who are recruited either by personal contact or as the result of advertisements.

On behalf of the Board of Trustees



I R J Harrison (Chair) Trustee

Dated:

11-NOV-24

INVOLVE COMMUNITY SERVICES

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF INVOLVE COMMUNITY SERVICES

I report to the trustees on my examination of the financial statements of involve Community Services (the charity) for the year ended 31 March 2024.

Responsibilities and basis of report
As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity 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 charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act) . In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement
Since the charity'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 ICAEW, 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 that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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 financial statements 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 financial statements to be reached.

Andrew Beet FCA
Kirk Rice LLP
The Courtyard
High Street
Ascot
Berkshire
SL5 7HP

Dated: 13 November 2024

INVOLVE COMMUNITY SERVICES

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

		Unrestricted Funds		Restricted Funds		Total	Total
		2024	2023	**2024**	2023	**2024**	2023
Income and endowments from	**Notes**	**£**	£	**£**	£	**£**	£
Core funding	2	**249,053**	217,634	-	-	**249,053**	217,634
Income from investments	3	**2,903**	1,130	-	-	**2,903**	1,130
		251,956	218,764	-	-	**251,956**	218,764
Income from Charitable activities	4	**60,190**	61,983	**403,370**	315,315	**463,560**	377,298
Total income and endowments		**312,146**	280,747	**403,370**	315,315	**715,516**	596,062
Expenditure on Charitable activities	5	**292,210**	255,753	**395,106**	306,334	**687,316**	562,087
Total resources expended		**292,210**	255,753	**395,106**	306,334	**687,316**	562,087
Net (deficit)/income		**19,936**	24,994	**8,264**	8,981	**28,200**	33,975
Transfers between funds		**(966)**	5,845	**966**	(5,845)	**-**	-
Net movement in funds		**18,970**	30,839	**9,230**	3,136	**28,200**	33,975
Fund balances at 1 April 2023		**266,752**	235,913	**100,289**	97,153	**367,041**	333,066
Fund balances at 31 March 2024		**285,722**	266,752	**109,519**	100,289	**395,241**	367,041

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

The results for the year derive from continuing activities and there are no gains or losses other than those shown above.

INVOLVE COMMUNITY SERVICES

BALANCE SHEET
AS AT 31 MARCH 2024

	Notes	2024		2023	
		£	£	£	£
Fixed assets					
Tangible assets	9		**1,911**		2,067
Current assets					
Debtors	10	**80,467**		30,955	
Cash at bank and in hand		**438,273**		391,355	
Current assets		**518,740**		422,310	
Creditors: amounts falling due within one year	1	**(125,410)**		(57,336)	
Net current assets			**393,330**		364,974
Total assets less current liabilities			**395,241**		367,041
Income funds					
Restricted funds	13		**109,520**		100,289
Unrestricted funds			**285,721**		266,752
			395,241		367,041

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2024. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

The accounts were approved by the Board on 11 November 2024

R Radountcheva (Treasurer)
Trustee

I R J Harrison (Chair)
Trustee

Company Registration No. 3332555

INVOLVE COMMUNITY SERVICES

CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2024

Statement of cash flows

	2024	2023
	£	£
Cash flows from operating activities:		
Net cash provided by (used in) operating activities	45,299	34,354
Cash flows from investing activities:		
Dividends, interest and rents from investments	2,903	1,130
Proceeds from the sale of property, plant and equipment		
Purchase of property, plant and equipment	(1,284)	(1,356)
Change in cash and cash equivalents in the reporting period	46,918	34,128
Cash and cash equivalents at the beginning of the reporting period	391,355	357,227
Change in cash and cash equivalents due to exchange rate movements		
Cash and cash equivalents at the end of the reporting period	438,273	391,355

Reconciliation of net income/(expenditure) to net cash flow from operating activities

	2024	2023
	£	£
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	28,200	33,975
Adjustments for:		
Depreciation charges	1,440	3,667
Dividends, interest and rents from investments	(2,903)	(1,130)
(Increase)/decrease in debtors	(49,512)	8,566
Increase/(decrease) in creditors	68,074	(10,724)
Net cash provided by (used in) operating activities	**45,299**	**34,354**

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with 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) and the Companies Act 2006.

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

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

1.2 Income

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

Income from grants is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Donations and legacies and other forms of voluntary income are recognised as Income when their receipt is probable and the amount can be measured reliably.

1.3 Expenditure on charitable activities

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

Expenditure falling directly within one activity is allocated only to that activity. Central costs have been apportioned and allocated between support costs and governance costs of the charity on the basis of time spent on each activity. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

1.4 Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity artistic programmes and activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 6.

1.5 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Assets of value of less than £500 are not capitalised. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Equipment	33% straight line
Office equipment	33% straight line

1.6 Debtors

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

1.7 Creditors and provisions

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

1.8 Financial instruments

The trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

1.9 Pensions

The charity's contribution to employee personal pension plans are charged on a monthly basis within salaries.

1.10 Accumulated funds

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

1.11 Legal status of the charity

The charity is a company limited by guarantee incorporated in England and Wales and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

2 Core funding	2024	2023
	£	£
Grants receivable from Bracknell Forest Council for core activities	**128,900**	126,900
Grants receivable from Wokingham Council & NHS Wokingham CCG for core activities	**120,153**	90,734
	249,053	217,634

Since October 2016, involve has occupied premises owned by Bracknell Forest Council, the value of the rent foregone by the Council £20,000 (2023 £20,000) is included in the grant dealt with above.

3 Investment income	2024	2023
	£	£
Interest receivable	**2,903**	1,130

All of the charity's investment income arises from money held in interest bearing deposit accounts.

4 Income from charitable activities.

	Unrestricted funds		Restricted funds		Total	Total
	2024	2023	**2024**	2023	**2024**	2023
	£	£	£	£	£	£
Grants receivable for charitable activities	**-**	-	**351,615**	292,328	**351,615**	292,328
Other income	**60,190**	61,983	**51,755**	22,987	**111,945**	84,970
	60,190	61,983	**403,370**	315,315	**463,560**	377,298

Included within income relating to grants receivable for charitable activities are the following grants:

Restricted funds	**2024**	2023
VCSE Health Alliance	**14,493**	-
Get Green Active	**23,600**	15,733
BHFT Health Inequalities	**17,000**	-
Core Training	**13,850**	12,500
Community Navigator	**43,282**	42,700
WBC Friendship Alliance	**35,792**	33,450
Health & Wellbeing Advisors (North, East & Phoenix), Woosehill & Crowthorne	**139,522**	100,384
Cancer Support Network	**31,977**	34,227
Waterford House	**32,100**	30,000
BFC Recovery Grant/Grass Roots	**-**	23,333
	351,615	292,328

5 Expenditure on charitable activities

	Staff Costs		Depreciation		Other Costs		Total Costs	
	2024	2023	**2024**	2023	**2024**	2023	**2024**	2023
	£	£	£	£	£	£	£	£
Activities undertaken directly	**309,292**	237,616	**559**	398	**57,270**	68,320	**367,121**	306,334
Support costs	**232,340**	221,589	**881**	3,269	**86,973**	30,895	**320,194**	255,753
Total charitable activities	**541,632**	459,205	**1,440**	3,667	**144,243**	99,215	**687,315**	562,087

6 Support costs

	2024	2023
	£	£
Staff Costs	**215,637**	208,406
Premises Costs	**58,251**	34,583
Equipment, Supplies & Support	**15,557**	14,372
Fees, Recoveries & Sundries	**13,165**	(18,061)
Depreciation	**881**	3,269
Governance Costs	**16,703**	13,184
	320,194	255,752

Governance Costs include accountancy and independent examiners fees of £2,200 (2023 £2,200), an estimate of time spent by the CEO, Operations Manager, Finance Manager and Wellbeing Manager on governance matters and trustee related expenses, if any.

7 Trustees

None of the Trustees (or any persons connected with them) received any remuneration, benefits, or reimbursed expenses from the charity during the year.

8 Employees

Number of employees

The average monthly number of employees for full time equivalent during the year was:

	2024	2023
	Number	Number
Management	**4**	3
Administration	**3**	3
Charity support	**14**	12
	21	18

Employment costs	**2024**	2023
	£	£
Wages and salaries	**462,258**	391,074
Social security	**33,964**	27,642
Pension costs	**6,278**	4,718
	502,500	423,434

The average monthly number of employees for actual head count during the year are 20.67 (2023: 18.17).

There were no employees whose annual emoluments were £60,000 or more (2023: nil).

The emoluments of key management personnel amounted to £50,750 (2023: £46,653).

With effect from 1st June 2016, a Workplace Pension Scheme was established by the Trustees in compliance with applicable regulations.

9 Tangible fixed assets

At 31 March 2024

	Equipment	Total
	£	£
Cost		
At 1 April 2023	**32,146**	**32,146**
Additions	**1,284**	**1,284**
Disposals		
At 31 March 2024	**33,430**	**33,430**
Depreciation		
At 1 April 2023	**30,079**	**30,079**
Charge for the year	**1,440**	**1,440**
Disposals	**-**	**-**
At 31 March 2024	**31,519**	**31,519**
Net book value		
At 31 March 2024	**1,911**	**1,911**
At 31 March 2023	**2,067**	**2,067**

11 Creditors: amounts falling due within one year

	2024	2023
	£	£
Trade debtors	**68,728**	23,000
Prepayments and accrued income	**11,740**	7,955
	80,467	30,955

10 Debtors

	2024	2023
	£	£
Trade creditors	**10,956**	2,031
Accruals and deferred income	**114,454**	55,305
	125,410	57,336

Income of £96,234 (2023: £51,413) has been deferred as it relates to activities that will be undertaken in the subsequent financial year. Previously deferred income of £43,237.26 (2023: £47,701) was released in the year.

12 Share capital

The company is incorporated in England and Wales as limited by guarantee and therefore has no share capital. Every member undertakes to contribute such amount as may be required (not exceeding £1). The number of organisations 31 March 2024 was 418 of which 97 were member organisations (2023: 98). This reflects Wokingham and Bracknell organisations.

13 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes.

		Movement in funds			
	Balance at 01-Apr-23	Incoming resources	Resources expended	Transfers	**Balance at 31-Mar-24**
	£	£	£	£	**£**
VCSE Health Alliance	-	14,493	14,988	1,760	**1,265**
Get Green Volunteer Co-ordinator	840	24,000	20,967	-	**3,873**
BHFT Health Inequalities	-	17,000	17,000	-	**-**
Core Training 22/23	14,667	58,376	54,896	-	**18,147**
Community Navigator	18,196	43,282	38,268	-	**23,210**
Friendship Alliance	29,565	35,792	36,148	-	**29,209**
Volunteer Projects/CSR	20,519	-	9,942	-	**10,577**
Health & Wellbeing Advisor (North)	4,812	36,160	31,199	-	**9,773**
Health & Wellbeing Advisor (East)	11	34,113	34,515	470	**79**
Health & Wellbeing Advisor (Pheonix)	121	35,136	34,718	-	**539**
Grant Writer	1,264	-	-	(1,264)	**0**
Cancer Support Network	2,200	34,624	30,439	-	**6,385**
Health & Wellbeing Advisor (Woosehill & Crowthorne)	122	34,113	33,760	-	**475**
Waterford House	3,211	36,281	37,266	-	**2,226**
BFC Recovery Grant/Grass Roots	4,761	-	1,000	-	**3,761**
	100,289	403,370	395,106	966	**109,519**

Each of funds listed below are the result of a grant or contract held by the charity for a specific purpose. The uses to which these funds may be applied is set out within each condition of grant or contract. Details of the grant making bodies and purposes of Restricted Funds are set out in the following table.

Name	Grant making body	Purpose
Bracknell Training	Bracknell Forest Open Learning Centre	Coordinating and facilitating learning for individuals, charities & community groups in Bracknell Forest.
Community Navigation	Wokingham Borough Council	Signposting residents to wellbeing activities and provision within their community.
Friendship Alliance	Wokingham Borough Council	Address social isolation and loneliness experienced by the residents of Wokingham Borough through collaborative action.
Social Prescribing Link Worker	Wokingham North Primary Care Network	Health and wellbeing support to patients that are registered in one of the GP surgeries that form the Wokingham North Primary Care Network.
Social Prescribing Link Worker	Modality Primary Care Network, latterly Modality	Health and wellbeing support to patients that are registered in the Modality Primary Care Network.
Social Prescribing Link Worker	Phoenix Primary Care Network	Health and wellbeing support to patients that are registered at one of the GP surgeries that form the Phoenix Primary Care Network.
Social Prescribing Link Worker	Crowthorne and Woosehill Primary Care Networks	Health and wellbeing support to patients that are registered in the Crowthorne and Woosehill Primary Care Network.
Grant Writer	Bracknell Forest Council & Wokingham Borough Council	Helping to support the local Voluntary, Community and Social Enterprise Sector with its sustainability following the impact of COVID and the national cost of living pressures.
Cancer Support Network	Wokingham Borough Council, Wokingham Borough Council, Postcode Lottery, Get Berkshire Active, Macmillan & Warfield Parish Council	Supporting the facilitation of the Cancer Support Network in the Wokingham Borough and East Berkshire through funded wellbeing and social connection activity.
Waterford House	Wokingham Borough Council	Daily coordination and site support for all 11 charitable organisations based within the premises who in turn work to best support the residents of Wokingham Borough.
Green & Active Volunteering	Bracknell Forest Public Health Team	Daily coordination and oversight of green & active volunteering supporting residents to connect with and care for the green spaces of the borough whilst improving their physical and emotional wellbeing.

Frimley VCSE Health Alliance	Frimley Integrated Care Board	Development and delivery of an alliance that can help and assist health and care in shaping quality health provision of the future which is informed by residents, neighbourhoods, and communities.

14 Analysis of net assets between funds

Fund balances at 31 March 2024 are represented by:	**Unrestricted**	**Restricted**	**Total funds**
	£	**£**	**£**
Tangible fixed assets	1,911	-	1,911
Current assets	409,221	109,519	518,740
Creditors: amounts falling due within one year	(125,410)	-	(125,410)
	285,722	**109,519**	**395,241**

15 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2024	2023
	£	£
Within one year	**10,244**	10,244
Between two and five years	**18,741**	28,985
After five years		
	28,985	39,229

16 Related party transactions

There were no disclosable related party transactions during the year (2023: none).

INVOLVE COMMUNITY SERVICES

England & Wales - Charity number 1061373

Accounts

Charity Registration No. 1061373

Company Registration No. 3332555 (England and Wales)

INVOLVE COMMUNITY SERVICES

TRUSTEES' REPORT AND UNAUDITED ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2023

INVOLVE COMMUNITY SERVICES

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	I R J Harrison (Chair) M F Dudson (Vice Chair) R Kramer S Goodchild J Meyjes K Smith R Dhanju
Treasurer trustee	R Radountcheva
Charity number	1061373
Company number	3332555
Principal address	The Court House Town Square Bracknell Berkshire RG12 1AE
Registered office	The Court House Town Square Bracknell Berkshire4 RG12 1AE
Independent examiner	Andrew Beet FCA Rice Associates Limited Market Chambers 3-4 Market Place Wokingham Berkshire RG40 1AL
Bankers	CAF Bank Limited 25 Kings Hill Avenue Kings Hill West Malling ME19 4JQ

INVOLVE COMMUNITY SERVICES

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INVOLVE COMMUNITY SERVICES

FOR THE YEAR ENDED 31 MARCH 2023

TRUSTEES' REPORT

The Trustees present their report and financial statements for the year ended 31 March 2023 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, the Charities Act 2011, the Companies Act 2006 and the 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).

Structure, governance, and management

The charity is a company limited by guarantee and a registered charity. The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. The Memorandum of Association was last updated on 28 January 2021.

The Trustees, who are also the directors for the purpose of company law, and who served during the year were:

I R J Harrison (Chair)
M F Dudson (Vice Chair)
R Radountcheva (Treasurer)
G H Taylor (Resigned 21st April 2023)
R Kramer
S Goodchild
M Nicholson (Resigned 3 February 2023)
F M Kelly (Resigned 13 March 2023)

None of the Trustees has any beneficial interest in the Company. All of the Trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The charity's purpose as set out in the object's clause of the company's memorandum of association are to:

- Promote any charitable purpose for the benefit of the community in Bracknell Forest, Berkshire, and the Thames Valley, in particular the advancement of education, the protection of health and the relief of poverty, distress and sickness.

- Promote and organise co-operation in the achievement of this objective and bring together in council representatives of voluntary organisations and statutory authorities within the area of benefit.

- Promote effective community service and activity in Bracknell Forest, Berkshire and the Thames Valley, to strengthen voluntary organisations by offering a range of vital services and to provide opportunities to draw them together within the voluntary sector and to act as a strategic partner with local statutory agencies.

During the reporting year the Trustees reviewed and agreed that the focus of involve should continue with its core functions. The main functions are infrastructure, volunteering, funding, trustee recruitment and training support. This review looks at what has been achieved and the results of involve's work in the previous 12 months. The review helps to ensure our aims and objectives remain focused on involve's stated purpose. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit and the trustees consider how planned activities will contribute to the aims and objectives set.

Governance

All policies and procedures are reviewed either on an annual basis or when it is legally necessary.

The CEO (or nominated individual fulfilling such role as agreed and identified by the Trustees, hereon referred to as the CEO) is responsible for the day to day decisions, including expenditure on items up to £500, with the exception of the Payroll. The Trustees agree Policies and Procedures and any substantial financial decisions affecting the long term aims of the organisation.

New Trustees are normally recruited by the Trustees, although there are arrangements in place for members to nominate a person to be a Trustee. Trustees are appointed by an ordinary resolution of the charity. In identifying potential new trustees, the Trustees are mindful of any identified shortfalls in the skill set of the current Trustees. Appropriate training will be offered to new trustees in the light of their existing skills and experience.

Via the Business Plan, Business Continuity Plan and Polices such as involve's Reserves Policy the Trustees and the CEO have covered risks including financial, physical and operational risks. These are reviewed by the Board of Trustees and systems or procedures are in place to manage these identified risks.

involve is affiliated to the National Association of Voluntary Community Action (NAVCA).

Review of Activities 2022/23

Involve Community Services returned to many of its regular activities in 2022/23, with in-person networking, workshops, and face to face training resuming to their former pre-pandemic levels. Whilst the disruption caused by COVID substantially decreased, the national cost-of-living crisis posed a new and emerging threat. Despite this, the charity demonstrated considerable resilience, furthering its core objectives whilst responding flexibly to the needs of the residents, charities, community groups and social enterprises of Bracknell Forest and Wokingham Borough.

As is customary, the Board of Trustees would like to express its thanks to the staff and volunteers who have helped to ensure involve Community Services' success over the last year. The board recognises the commitment and energy required in this undertaking.

The Chief Executive Officer, Philip Bell, alongside fellow staff members have continued to demonstrate significant dedication to all areas of business delivery, managing each aspect within its financial capability. Recognition is given to Jackie Eddolls, Finance Manager, for her continued commitment and diligence of the charity's funds; and to Jo Mason, Operations Manager, who amongst her other commitments has kept both the Court House and Waterford House sites welcoming and compliant over the last year with the support of the respective facilities leads, Tracy Howat and Julie Bedborough. In addition, trustee thanks go to Clarissa Webb, Administrator and Web Media Support, who has maintained and regularly updated the charity's websites whilst producing the weekly community newsletters in addition to her reception duties.

The Trustees have welcomed Janine Oakley, Social Prescriber for the Modality Primary Care Network; Fiona Swan, Volunteer Services and Development Manager; Caroline Pragnell, Green and Active Project Coordinator; Julia Wheeler, Social Prescriber for the Wokingham North Primary Care Network; and Charlotte Woodley, Social Prescriber for the Woosehill and Crowthorne Primary Care Network.

We said goodbye to Diane Benford, Volunteering Services Manager, Jason Bowles, Social Prescriber for Wokingham North Primary Care Network, Kate McDonnell, Community Navigation Assistant, and Jo Mason, Operations Manager. In addition, we said farewell to Jackie Bowles, Cancer Support Network Coordinator; Eamon Rafferty, Grass Roots Development Worker (Bracknell), and Joanita Lwanga, Gass Roots Development Worker (Wokingham) all of whom completed fixed term contracts. Our best wishes and thanks also extend to Angie Cowan, Supported Volunteering Coordinator whose role was made redundant mid-April 2022.

Ongoing appreciation must go to all existing involve staff not yet mentioned: Claire Page, Training Coordinator; Mike Allen, Trustee Recruitment; and Liaison Lead; Liz Penn, Community Navigation Coordinator and Social Media Lead; Vickie Randall, Cancer Support Network Manager; Miranda Millan, Funding Advisor and Grant Writer, and Lauren Brown, Social Prescriber for Phoenix Primary Care Network, all of whom continued to support our customers and to make a genuine difference locally.

Our Board has also seen in-year change with three of its eight trustees stepping down early 2023. Remaining trustees would like to thank Fiona Kelly, Michael Nicholson, and Geoffrey Taylor for their years of services to the board and wish them all every success and happiness for the future.

Trustees offer their gratitude to all organisations who have offered funding support in 2022/23. These include Bracknell Forest Council, Wokingham Borough Council, the Buckinghamshire, Oxfordshire and Berkshire West Integrated Care Board, Wokingham North Primary Care Network, Wokingham East Primary Care Network (latterly split into Modality and Crowthorne and Woosehill Primary Care Networks), Phoenix Primary Care Network, Berkshire East Clinical Commissioning Group, Bracknell Forest Public Health, Get Berkshire Active, the Berkshire Community Foundation, Wokingham United Charities, the National Lottery Community Fund, the Wokingham Lions Club, Wokingham Town Council, Silva Homes, Easthampstead Rotary Club, and individuals who have primarily donated through Give as You Live. We also thank Carbonxgen Limited who have continued to sponsor the staff teams Perkbox wellbeing package for a second year.

We are grateful to all the residents, charities, groups, and not-for-profit organisations who have interacted and used our services over the year, and who continue to engage and respond to our communications and service offerings.

Finally, the Board would like to express its gratitude to any stakeholder not formerly covered. We are fortunate to have many existing relationships and are truly appreciative of each of them.

Whilst the overview below cannot offer full details of involve Community Services' achievements in 2022/23, it does provide a summary against the charity's five core infrastructure delivery areas.

Core Service Delivery Area	Key Achievements in 2022/23
Training: Source, broker, and providing training for Volunteers and Voluntary, Community and Social Enterprise organisations.	Our training offer has seen significant growth year on year with 1236 learners undertaking a course in 2022/23, a growth of 271 on the previous year's numbers. In total, 130 courses were facilitated, 47 more than in 2012/22. Of these, 35 were bespoke in-house deliveries. Our courses averaged 9-10 learners, with options including mental health first aid, adult and child safeguarding, volunteer management and many more.
Funding advice: Identify and promote grant funding opportunities and support organisations with both writing and reviewing applications as required.	The Funding Advisory Service has sent weekly funding opportunity alerts to its 273 subscribers, a small growth from 245 in the last financial year. It has also undertaken 22 bespoke funding searches for voluntary sector organisations and has acted as a critical friend, when asked to review others grant applications. The Funding Advisory Service has also provided a free to access grant writing offer to the local Voluntary and Community Sectors of Bracknell Forest and Wokingham Borough. This has helped to combat the significant financial impact of COVID and subsequent cost-of-living crisis, and has supported organisations working with Ukrainian guests. The Grant Writing Service drafted grants to the value of just under £900,000 in this reporting period, with c.£150,000 additional income realised for the local sector. There remains a significant volume of applications awaiting outcomes due to a backlog with many national funders. The service has also written and delivered a series of four training sessions developed to enhance sector skill and confidence in grant writing and project evaluation. All courses were fully booked and received positive reviews.

Information: Provide new and existing Voluntary, Community and Social Enterprise organisations with constitutional, management, administrative and developmental information whilst working as an activist and advocate of the sector.	There were 167 recorded support interactions in 2022/23, a small growth from 155 in the year previous. Support needs have included ongoing governance queries, start-up advice, and other infrastructure needs such as policy review. The team worked tirelessly to ensure prompt responses to all enquires, and to give accurate information and direction, strengthening the resilience and compliance of our local Voluntary, Community and Social Enterprise sector.
Trustee Recruitment and Liaison: Recruiting, preparing and matching skilled individuals to trustee vacancies whilst offering ongoing support and training to ensure clarity of role and responsibility.	The inTRUSTed service has bolstered charity compliance through the recruitment and ongoing support of charity trustees across the Bracknell Forest and Wokingham Borough geographies, and the surrounding areas. inTRUSTed have seen some repeat customers, usually at a time where their Boards are looking to recruit new talent. inTRUSTed has recruited 23 new trustees in 2022/23 a small growth in the year previous (21 placements in 2021/22). Many candidates have joined the 56 learners who have undertaken the very popular trustee role and responsibilities training sessions. inTRUSTed has developed and published Guides to "Setting up a group for good", "Registering as a charity", and "Incorporating your charity" which are now readily available via the charity's website.
Volunteer recruitment: Including Business in the Community, building opportunity through the 'get involved' volunteer portal, and supporting those who require additional assistance to volunteer.	**Bracknell Forest only –** The online volunteer centre 'Bracknell Forest Get Involved' showcased between 112-167 live volunteering opportunities during the year. 132 volunteers submitted direct expressions of interest, The online portal had over 5,300 visitors, More than 1,200 visits to the website led to prospective volunteers clicking to receive contact information for a given organisation or to submit an expression of interest. 19 corporate volunteering days were brokered during the year, with 233 business employees undertaking a volunteering activity, offering invaluable assistance to many local charities, community groups and other not-for-profit assets. Having seen a surge in volunteering during the pandemic, enquiries have slowed in 2022/23 to pre-pandemic levels.

In addition to the 5 core areas of delivery, involve Community Services also delivers several wellbeing provision and support schemes. The highlights associating to these can be found below:

Cancer Support Network

2022/23 was a challenging year for the network with the cessation of funding from the former East Berkshire Clinical Commissioning Group. The network was therefore required to downscale operations having upscaled temporarily to support the residents of Bracknell Forest, Windsor and Maidenhead and Slough, instead focussing all energies on Wokingham Borough where financial support has continued.

In the financial year, 71 referrals were received into the network, much higher than in previous years though primarily due to the broadening of the geography for 18 months. The largest presenting areas remained breast and lung cancers. The network continued to offer a plethora of support, from education sessions associating to living well with cancer, peer to peer discussion in person and online, health and wellbeing activity such as Nordic walking, forest bathing and Qigong and more. Social events have also featured heavily with an afternoon tea, and coffee and chat a staple offer.

Community Navigator Scheme

The community navigation has continued to actively listen and to signpost adults living in Wokingham Borough to activities and assets that support wellbeing and social connection. The Community Navigators engaged 471 residents in 2022/23 with requests ranging from community transport, befriending, carer needs, exercise classes and more. The year saw a growth of 145 navigations when compared to the year previous.

Volunteering Pool

involve Community Services understands that not all people can volunteer routinely. For those residents looking to volunteer ad hoc, we support our Volunteering Pool. The number of prospective volunteers continues to grow annually and as at the end of March 2023 stood at 258, a growth of 31 members on the year previous. More than 50 one off volunteering opportunities were released to the network on a first come, first served basis.

Social Prescribing

In 2022/23, involve Community Services secured a fourth social prescribing contract following the dissolution of the former Wokingham East Primary Care Network (PCN) which was replaced with two network areas: Modality, and Woosehill and Crowthorne. Our charity now provides social prescription to four of the six Primary Care Network areas of Wokingham Borough.

Social prescribing referral numbers have grown considerably in 2022/23 with 256 patients referred from the Phoenix PCN (131 in 2021/22), 186 from the East PCN, latterly Modality, and Woosehill and Crowthorne) the first full year of the contract's delivery, and 157 referrals from the North Primary Care Network, a figure consistent with the former year's referral numbers. In total 599 patients were supported by an Involve Community Services Social Prescribing Link worker. This compares to 361 in 2021/22.

Bracknell Forest Recovery Grant

Whilst Involve Community Services distributed the vast majority of the Covid Recovery Grant to fellow not-for-profit organisations in 2021/22, a balance of £8,276,22 remained and was carried into the 2022/23 accounts. During this financial year a total of £3,500 was gifted across four charitable organisations, leaving a balance of £4,776.22 at year end.

Waterford House Charity and Community Hub

Now an established asset within Wokingham Town Centre and open to all residents of Wokingham Borough, the hub holds 10 charitable organisations, who are working often in collaboration to support local people. The premises is a hive of activity and welcomes between 600-700 residents quarterly for needs associating to food poverty, mental wellbeing, social connection, learning, and more.

Friendship Alliance

The Friendship Alliance is in its third year and is a collaboration of 4 charities - The Link Visiting Scheme, Wokingham Volunteer Centre, Age UK Berkshire, and involve Community Services. The alliance works to promote friendship and social connection, tackling loneliness across Wokingham Borough. The funding of the alliance supports the retention of the teams Grass Root Development Worker, who is assisting and enabling community groups and charities to recover from the impact of the Covid-19 pandemic and to navigate the new challenges associating to the cost of living.

Our Ongoing Commitment

We remain committed in the year ahead to best supporting the Voluntary, Community and Social Enterprise Sector of both Bracknell Forest and Wokingham Borough. We will do this through the ongoing writing of grants, whilst building confidence and skill within the sector to undertake this task in-house. Additionally, we will work to mobilise the Bracknell Forest Volunteer Centre, taking our services out onto the road so to stimulate further interest in volunteering. We will continue to offer cost sensitive training, listening to the learning needs of the sector and planning accordingly. We will also seek to recruit skilled trustees to charitable boards building resilience and ability within organisations.

Working in partnership with our statutory services, we will build upon our community mental health offer by bringing Andy's Man Clubs to both local authority areas. We will also build a social, emotional support for our LGBTQIA+ communities, working with Thames Valley charity, Support U, to realise this ambition.

We will continue to bring voice to the value of the Voluntary, Community and Social Enterprise Sectors of Wokingham Borough and Bracknell Forest. We do this by attending various boards and partnerships across the health and social care systems, as well as in the environmental space.

Funding/Financial Review

involve Community Services continues to deliver its core service support within the communities of Bracknell Forest and Wokingham Borough. The core services grant provided by Bracknell Forest Council decreased slightly to £126,900 (2021/22: £134,900), and in Wokingham Borough, £90,734 (2021/22: £86,263), £77,234 from the local authority and a further £12,000 from the Berkshire West Clinical Commissioning Group is gratefully received. These ongoing funds are a testament to the ongoing and strengthening relationship between involve Community Services and the funders with which it works.

Income for restricted funds and projects in 2022/23 was £315,315 (2021/22: £515,415), reflecting involve Community Services' broader and more varied reach. The Trustees' policy is to diversify the income base and consider additional projects/ opportunities that align with the organisational objectives. Income from other sources principally space sharing, training, management fees and other income generation such as through the Trustee recruitment service increased to £89,522 from £79,623 (2021/2022).

Support costs slightly increased to *£255,752* (2021/22: *£254,182*). Governance costs included therein increased to £13,184 (2021/22: £9,976). Hours worked de-creased by 10% (2021/22: increased by 10%) compared with the previous period.

Unrestricted reserves increased in the year, by £30,840 to £266,752 (2021/22 £235,913). involve remains in a solid financial position and thanks to the strong relationships it continues to foster with core funders, the trustees maintain cautious optimism. (Note: Unrestricted reserves are linked to the 2 core work area income streams in Bracknell Forest and Wokingham Borough).

It is involve Community Services' policy to maintain reserves to the value of at least 5 months' core expenditure. This would allow time to plan a suitable response in the event that funding is reduced, and would allow the charity to wind down its services and to cover its costs effectively should there ever be need into the future.

The Cash Balance of £391,355 (2021/22: £357,227) is sufficient to cover our outstanding restricted fund commitments.

The trustees are of the view that the charity is a going concern.

Future Plans

Though we will give energy to consolidate and strengthen our existing service offer, involve Community Services remains committed to further undertakings in accordance with its charitable purpose. Our charity is currently brokering communications about the upcoming Voluntary, Community and Social Enterprise Health Sector Alliance across the Frimley system, whilst also engaging with Wokingham Borough Council in reviewing the Adult Social Care Strategy in which the Voluntary and Community Sector is an essential partner.

Internally, the charity will grow its Board of Trustees to former levels (8 directors) and reconfigure its management structure so to meet existing service need, whilst building capacity for further undertakings and workstreams.

Asset cover for funds

Note 13 sets out an analysis of the assets attributable to the various funds and a description of the trusts. These assets are sufficient to meet the charity's obligations on a fund by fund basis.

Risk

The organisation is supported by a few local organisations (primarily Bracknell Forest Council, Wokingham Borough Council and Berkshire West CCG) in the form of grant income receivable. This grant income is fundamental to the continuation of involve and as such, the potential loss of this income has been identified as one of our primary risks. The risks identified, associated with our core grant income/primary funders are *medium* in the short term. While a complete loss of grant is unlikely, given the challenging outlook for local authority funding in the near term a reduction in grant levels is something that involve should be prepared for. This risk is mitigated by mindful husbandry of the organisation's reputation.

In addition to the risk highlighted above regarding loss of funding from a primary funder, there is also the risk of expenditure being in excess of budget because of unforeseen circumstances. This is monitored by the Trustees and CEO regularly so that, where possible, steps can be taken to mitigate the impact of this.

Reference and administrative details

Charity number:	1061373
Company number:	3332555
Registered office:	The Court House, Town Square, Bracknell, RG12 1AE

Independent Examiners

A resolution proposing that Rice Associates Limited be re-appointed as Independent Examiners of the company will be put to the members.

Statement of Trustees' responsibilities

The trustees (who are also the directors of involve Community Services 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these accounts, the trustees are required to:
- select suitable accounting policies and then apply them consistently.
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the Statement of Recommended Practice: 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) (effective 1 January 2019) and in accordance with the special provisions of the small companies regime (Section 419 (2) of the Companies Act 2006).

Trustees are all volunteers who are recruited either by personal contact or as the result of advertisements.

On behalf of the Board of Trustees



I R J Harrison (Chair) Trustee

Dated: 13 November 2023

INVOLVE COMMUNITY SERVICES

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF INVOLVE COMMUNITY SERVICES

I report to the trustees on my examination of the financial statements of involve Community Services (the charity) for the year ended 31 March 2023.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity 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 charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act) . In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charity'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 ICAEW, which is one of the listed bodies.

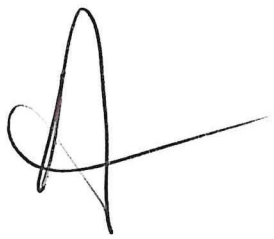
I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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 financial statements 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 financial statements to be reached.

Andrew Beet FCA

Rice Associates Limited
Chartered Accountants
Market Chambers
3-4 Market Place
Wokingham
Berkshire
RG40 1AL



Dated: 15 November 2023

INVOLVE COMMUNITY SERVICES

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

		Unrestricted Funds		Restricted Funds		Total	Total
		2023	2022	**2023**	2022	**2023**	2022
Income and endowments from	**Notes**	**£**	£	**£**	£	**£**	£
Core funding	2	**217,634**	221,163	**-**	-	**217,634**	221,163
Income from investments	3	**1,130**	17	**-**	-	**1,130**	17
		218,764	221,180	**-**	-	**218,764**	221,180
Income from Charitable activities	4	**61,983**	63,048	**315,315**	515,415	**377,298**	576,463
Total income and endowments		**280,747**	284,228	**315,315**	515,415	**596,062**	799,643
		99%	90%	**101%**	285%	**100%**	165%
Expenditure on Charitable activities	5	**255,753**	254,182	**306,334**	483,780	**562,087**	737,962
Total resources expended		**255,753**	254,182	**306,334**	483,780	**562,087**	737,962
Net (deficit)/income		**24,994**	30,046	**8,981**	31,635	**33,975**	61,681
Transfers between funds		**5,845**	(6,395)	**(5,845)**	6,395	**-**	-
Net movement in funds		**30,839**	23,651	**3,136**	38,030	**33,975**	61,681
Fund balances at 1 April 2022		**235,913**	212,262	**97,153**	59,123	**333,066**	271,385
Fund balances at 31 March 2023		**266,752**	235,913	**100,289**	97,153	**367,041**	333,066

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

The results for the year derive from continuing activities and there are no gains or losses other than those shown above.

INVOLVE COMMUNITY SERVICES

BALANCE SHEET
AS AT 31 MARCH 2023

	Notes	2023		2022	
		£	£	£	£
Fixed assets					
Tangible assets	9		**2,067**		4,378
Current assets					
Debtors	10	**30,955**		42.679	
Cash at bank and in hand		**391,355**		357,227	
Current assets		**422,310**		399,906	
Creditors: amounts falling due within one year	11	**(57,336)**		(71,218)	
Net current assets		**364,974**		328,688	
Total assets less current liabilities			**367,041**		333,066
Income funds					
Restricted funds	13		**100,289**		97,153
Unrestricted funds			**266,752**		235,913
			367,041		333,066

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2023. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

The accounts were approved by the Board on 13 November 2023

R Radountcheva (Treasurer)
Trustee

I R J Harrison (Chair)
Trustee

Company Registration No. 3332555

INVOLVE COMMUNITY SERVICES

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 20223

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with 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) and the Companies Act 2006.

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

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

1.2 Going concern

The charity has continued to deliver services against the backdrop of the COVID pandemic. Having adapted the year previous to include more hybrid working and online delivery, our services have continued with little disruption or extra cost. Trustees continue to monitor both the financial and operational risks that COVID could cause into the future but remain satisfied that mitigations are in place.

1.3 Income

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

Income from grants is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Donations and legacies and other forms of voluntary income are recognised as Income when their receipt is probable and the amount can be measured reliably.

1.4 Expenditure on charitable activities

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

Expenditure falling directly within one activity is allocated only to that activity. Central costs have been apportioned and allocated between support costs and governance costs of the charity on the basis of time spent on each activity. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

1.5 Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity artistic programmes and activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 6.

1.6 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Assets of value of less than £500 are not capitalised. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Equipment	33% straight line
Office equipment	33% straight line

1.7 Debtors

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

1.8 Creditors and provisions

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

1.9 Financial instruments

The trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

1.10 Pensions

The charity's contribution to employee personal pension plans are charged on a monthly basis within salaries.

1.11 Accumulated funds

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

1.12 Legal status of the charity

The charity is a company limited by guarantee incorporated in England and Wales and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

2 Core funding	2023	2022
	£	£
Grants receivable from Bracknell Forest Council for core activities	**126,900**	134,900
Grants receivable from Wokingham Council & NHS Wokingham CCG for core activities	**90,734**	86,263
	217,634	221,163

Since October 2016, involve has occupied premises owned by Bracknell Forest Council, the value of the rent foregone by the Council £20,000 (2020 £20,000) is included in the grant dealt with above.

3 Investment income	2023	2022
	£	£
Interest receivable	**1,130**	17

All of the charity's investment income arises from money held in interest bearing deposit accounts.

4 Income from charitable activities.

	Unrestricted funds		Restricted funds		Total	Total
	2023	2022	**2023**	2022	**2023**	2022
	£	£	£	£	£	£
Grants receivable for charitable activities	-	-	**292,328**	494,653	**292,328**	494,653
Other income	**61,983**	63,048	**22,987**	20,762	**84,970**	81,810
	61,983	63,048	**315,315**	515,415	**377,298**	576,463

Included within income relating to grants receivable for charitable activities are the following grants:

Restricted funds	2023	2022
GetGreen Active	**15,733**	2,175
Core Training	**12,500**	12,500
Community Navigator	**42,700**	39,700
WBC Friendship Alliance	**33,450**	38,477
Volunteer Project/CSR	**-**	2,175
Health & Wellbeing Advisors (North, East & Phoenix), Woosehill & Crowthorne	**100,384**	101,311
Grant Writer	**-**	17,500
Cancer Support Network	**34,227**	46,148
Waterford House	**30,000**	13,000
BFC Recovery Grant/Grass Roots	**23,333**	221,667
	292,328	494,653

5 Expenditure on charitable activities

	Staff Costs		Depreciation		Other Costs		Total Costs	
	2023	2022	**2023**	2022	**2023**	2022	**2023**	2022
	£	£	**£**	£	**£**	£	**£**	£
Activities undertaken directly	**237,616**	225,618	**398**	-	**68,320**	56,538	**306,334**	282,056
Grants	**-**	-	**-**	-	**-**	201,724	**-**	201,724
Support costs	**221,589**	221,678	**3,269**	4,802	**30,895**	27,602	**255,753**	254,182
Total charitable activities	**459,205**	447,296	**3,667**	4,802	**99,215**	285,864	**562,087**	737,962

6 Support costs

	2023	2022
	£	£
Staff Costs	**208,406**	211,702
Premises Costs	**34,583**	31,203
Equipment, Supplies & Support	**14,372**	12,574
Fees, Recoveries & Sundries	**(18,061)**	(16,075)
Depreciation	**3,269**	4,802
Governance Costs	**13,184**	9,976
	255,752	254,182

Governance Costs include accountancy and independent examiners fees of £2,000 (2022 £2,000), an estimate of time spent by the CEO, Operations Manager and Finance Manager on governance matters and trustee related expenses, if any.

7 Trustees

None of the Trustees (or any persons connected with them) received any remuneration, benefits, or reimbursed expenses from the charity during the year.

8 Employees

Number of employees

The average monthly number of employees for full time equivalent during the year was:

	2023	2022
	Number	Number
Management	**3**	3
Administration	**3**	3
Charity support	**12**	14
	18	20

Employment costs	**2023**	2022
	£	£
Wages and salaries	**391,074**	380,027
Social security	**27,642**	26.655
Pension costs	**4,718**	3,971
	423,434	410,653

The average monthly number of employees for actual head count during the year are 18.17 (2022: 19.58).

There were no employees whose annual emoluments were £60,000 or more (2022: nil).

The emoluments of key management personnel amounted to £46,653 (2022: £50,910).

With effect from 1st June 2016, a Workplace Pension Scheme was established by the Trustees in compliance with applicable regulations.

9 Tangible fixed assets

At 31 March 2023

	Equipment	Total
Cost	**£**	**£**
At 1 April 2022	30,790	30,790
Additions	1,356	1,356
Disposals		
At 31 March 2023	**32,146**	**32,146**
Depreciation		
At 1 April 2022	26,412	26,412
Charge for the year	3,667	3,667
Disposals	-	-
At 31 March 2023	**30,079**	**30,079**
Net book value		
At 31 March 2023	**2,067**	**2,067**
At 31 March 2022	**4,378**	**4,378**

10 Debtors

	2023	2022
	£	£
Trade debtors	**23,000**	31,938
Prepayments and accrued income	**7,955**	10,741
	30,955	42,679

11 Creditors: amounts falling due within one year

	2023	2022
	£	£
Trade creditors	**2,031**	3,972
Accruals and deferred income	**55,305**	67,246
	57,336	71,218

Income of £51,413 (2022: £62,377) has been deferred as it relates to activities that will be undertaken in the subsequent financial year. Previously deferred income of £47,701 (2022: £64,468) was released in the year.

12 Share capital

The company is incorporated in England and Wales as limited by guarantee and therefore has no share capital. Every member undertakes to contribute such amount as may be required (not exceeding £1). The number of organisations 31 March 2023 was 434 of which 98 were member organisations (2022: 107). This reflects Wokingham and Bracknell organisations.

13 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes.

		Movement in funds			
	Balance at 01-Apr-22	Incoming resources	Resources expended	Transfers	**Balance at 31-Mar-23**
	£	£	£	£	**£**
Wokingham Men's Shed	1,694	-	1,694	-	**-**
GetGreen Volunteer Co-ordinator	-	15,733	14,893	-	**840**
Specialist Volunteer Co-ordinator	3,221	-	1,930	(1,291)	**-**
Core Training 22/23	6,486	30,670	22,489	-	**14,667**
Community Navigator	10,736	42,700	35,240	-	**18,196**
Friendship Alliance	24,598	33,450	25,696	(2,787)	**29,565**
Volunteer Passport/Projects/CSR	9,821	183	10,022	20,537	**20,519**
Health & Wellbeing Advisor (North)	5,204	30,190	30,582	-	**4,812**
Health & Wellbeing Advisor (East)	20	34,113	34,122	-	**11**
Health & Wellbeing Advisor (Phoenix)	20	34,613	34,512	-	**121**
Grant Writer	14,890	335	13,961	-	**1,264**
Cancer Support Network	19	35,819	33,638	-	**2,200**
Health & Wellbeing Advisor (Woosehill & Crowthorne)		1,968	2,020	174	**122**
Future Leaders	8,232	-	-	(8,232)	**-**
Waterford House	3,380	32,207	32,376	-	**3,211**
BFC Recovery Grant/Grass Roots	8,833	23,333	13,159	(14,246)	**4,761**
	97,154	315,314	306,334	-5,845	**100,289**

Each of these funds is the result of a grant or contract held by the company for a specific purpose. The uses to which these funds may be applied is set out within each condition of grant or contract. Details of the grant making bodies and purposes of Restricted Funds are set out in the following table.

Name	Grant making body	Purpose
Bracknell Training	Bracknell Forest Open Learning Centre	Coordinating and facilitating learning for individuals, charities & community groups in Bracknell Forest.
Community Navigation	Wokingham Borough Council	Signposting residents to wellbeing activities and provision within their community.
Friendship Alliance	Wokingham Borough Council	Address social isolation and loneliness experienced by the residents of Wokingham Borough through collaborative action.
Social Prescribing Link Worker	Wokingham North Primary Care Network.	Health and wellbeing support to patients that are registered in one of the GP surgeries that form the Wokingham North Primary Care Network.
Social Prescribing Link Worker	Wokingham East Primary Care Network, latterly Modality.	Health and wellbeing support to patients that are registered in one of the GP surgeries that form the Wokingham East Primary Care Network, latterly Modality, and Crowthorne and Woosehill Primary Care Networks.
Social Prescribing Link Worker	Phoenix Primary Care Network.	Health and wellbeing support to patients that are registered at one of the GP surgeries that form the Phoenix Primary Care Network.
Grant Writer	Bracknell Forest Council & Wokingham Borough Council.	Helping to support the local Voluntary, Community and Social Enterprise Sector with its sustainability following the impact of COVID and the national cost of living pressures.
Cancer Support Network	Wokingham Borough Council, Berkshire East Clinical Commissioning Group, Berkshire Community Foundation, National Lottery Community Fund, and Get Berkshire Active.	Supporting the facilitation of the Cancer Support Network in the Wokingham Borough and East Berkshire through funded wellbeing and social connection activity.
Waterford House	Wokingham Borough Council	Daily coordination and site support for all 10 charitable organisations based within the premises who in turn work to best support the residents of Wokingham Borough.
Bracknell Forest Council Recovery Grant/Grass Roots	Bracknell Forest Council	Supporting community groups and charities to thrive following the impact of COVID and national cost of living crisis by assisting them to find funding, volunteers, cost sensitive premises, training and other assets that support their core functions.

14 Analysis of net assets between funds

Fund balances at 31 March 2023 are represented by:	Unrestricted	Restricted	Total funds
	£	£	£
Tangible fixed assets	2,067	-	2,067
Current assets	322,021	100,289	422,310
Creditors: amounts falling due within one year	(57,336)	-	(57,336)
	266,752	**100,289**	**367,041**

15 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2023	2022
	£	£
Within one year	10,244	
Between two and five years	**28,985**	
	34,544	
After five years	-	4,685
	39,229	49,473

16 Related party transactions

There were no disclosable related party transactions during the year (2022: none).

INVOLVE COMMUNITY SERVICES

England & Wales - Charity number 1061373

Accounts

Charity Registration No. 1061373

Company Registration No. 3332555 (England and Wales)

INVOLVE COMMUNITY SERVICES

TRUSTEES' REPORT AND UNAUDITED ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2022

INVOLVE COMMUNITY SERVICES

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	I R J Harrison (Chair) M F Dudson (Vice Chair) G H Taylor F M Kelly J Rogers R Kramer S Goodchild M Nicholson
Treasurer trustee	R Radountcheva
Charity number	1061373
Company number	3332555
Principal address	The Court House Town Square Bracknell Berkshire RG12 1AE
Registered office	The Court House Town Square Bracknell Berkshire RG12 1AE
Independent examiner	Andrew Beet FCA Rice Associates Limited Market Chambers 3-4 Market Place Wokingham Berkshire RG40 1AL
Bankers	CAF Bank Limited 25 Kings Hill Avenue Kings Hill West Malling ME19 4JQ

INVOLVE COMMUNITY SERVICES

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INVOLVE COMMUNITY SERVICES

FOR THE YEAR ENDED 31 MARCH 2022

TRUSTEES' REPORT

The Trustees present their report and financial statements for the year ended 31 March 2022 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, the Charities Act 2011, the Companies Act 2006 and the 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).

Structure, governance, and management

The charity is a company limited by guarantee and a registered charity. The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. The Memorandum of Association was last updated on 28 January 2021.

The Trustees, who are also the directors for the purpose of company law, and who served during the year were:

I R J Harrison (Chair)
M F Dudson (Vice Chair)
R Radountcheva (Treasurer)
G H Taylor
F M Kelly
R Kramer
S Goodchild
M Nicholson

None of the Trustees has any beneficial interest in the Company. All of the Trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The charity's purpose as set out in the object's clause of the company's memorandum of association are to:

- Promote any charitable purpose for the benefit of the community in Bracknell Forest, Berkshire, and the Thames Valley, in particular the advancement of education, the protection of health and the relief of poverty, distress and sickness.

- Promote and organise co-operation in the achievement of this objective and bring together in council representatives of voluntary organisations and statutory authorities within the area of benefit.

- Promote effective community service and activity in Bracknell Forest, Berkshire and the Thames Valley, to strengthen voluntary organisations by offering a range of vital services and to provide opportunities to draw them together within the voluntary sector and to act as a strategic partner with local statutory agencies.

During the reporting year the Trustees reviewed and agreed that the focus of involve should continue with its core functions. The main functions are infrastructure, volunteering, funding, trustee recruitment and training support. This review looks at what has been achieved and the results of involve's work in the previous 12 months. The review helps to ensure our aims and objectives remain focused on involve's stated purpose. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit and the trustees consider how planned activities will contribute to the aims and objectives set.

Governance

All policies and procedures are reviewed either on an annual basis or when it is legally necessary.

The CEO (or nominated individual fulfilling such role as agreed and identified by the Trustees, hereon referred to as the CEO) is responsible for the day to day decisions, including expenditure on items up to £500, with the exception of the Payroll. The Trustees agree Policies and Procedures and any substantial financial decisions affecting the long term aims of the organisation.

New Trustees are normally recruited by the Trustees, although there are arrangements in place for members to nominate a person to be a Trustee. Trustees are appointed by an ordinary resolution of the charity. In identifying potential new trustees, the Trustees are mindful of any identified shortfalls in the skill set of the current Trustees. Appropriate training will be offered to new trustees in the light of their existing skills and experience.

Via the Business Plan, Business Continuity Plan and Polices such as involve's Reserves Policy the Trustees and the CEO have covered risks including financial, physical and operational risks. These are reviewed by the Board of Trustees and systems or procedures are in place to manage these identified risks.

involve is affiliated to the National Association of Voluntary Community Action (NAVCA).

Review of Activities 2021/22

2021/22 proved a challenging year, with ongoing disruption associated to the COVID pandemic which continued to impact individuals and communities. Despite this, involve Community Services has demonstrated considerable resilience and has furthered its charitable objective, responding flexibly to the emerging needs of the residents, charities, community groups and social enterprises of Bracknell Forest and Wokingham Borough.

As is customary, trustees would like to express their sincere thanks to the staff and volunteers who have contributed to involve Community Services success in the last 12-months. The board recognises both the stamina and determination that has been required in this respect.

In December 2021, Philip Bell's role as Interim Chief Executive Officer was substantiated. He, alongside other staff members at involve Community Services have worked tirelessly to ensure the charity's core business has been effectively delivered within its financial means. Recognition is given to Jackie Eddolls, Finance Manager, for her continued commitment and diligence of the charity's funds; and to Aimee Knight, Operations Manager, who has kept both the Court House and new premises at Waterford House (as of December 21) functional over the last year. In addition, the trustees' thanks go to Clarissa Webb, Administrator and Web Media Support, who works to keep the charity's websites and newsletters, as well as to support reception duties. We also extend our thanks to Tracy Howat for her ongoing administrative and building facilities support, and to Julie Bedborough for her efforts in coordinating the new Charity and Community Hub at Waterford House.

The Trustees have welcomed Miranda Millan, Funding Advisor and Grant Writer; Jackie Bowles, Cancer Support Network Coordinator; Joanita Lwanga, Grass Roots Development Worker for Wokingham Borough; Eamon Rafferty, Grass Roots Development Worker for Bracknell Forest; and Lauren Brown, Social Prescriber for the Phoenix Primary Care Network.

We said our goodbyes to Matt Wilson, Social Prescriber for the Wokingham East Primary Care Network; Sarah Sylvester, Community Navigation Administrator; Milly Randall-Davies, Social Prescriber for the Phoenix Primary Care Network; Jackie Leslie, Funding Advisor; and Angie Cowan, Community Choices Coordinator.

Ongoing thanks must go to all existing involve staff not yet referenced; Diane Benford, Volunteer Services Manager; Claire Page, Training Coordinator; Mike Allen, Trustee Recruitment; and Liaison; Liz Penn, Community Navigation Coordinator and Social Media Lead; Vickie Randall, Cancer Support Network Manager; and, Jason Bowles, Social Prescriber for Wokingham North Primary Care Network, who all continue to support our customers and to make a real difference locally.

INVOLVE COMMUNITY SERVICES

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Our Board remains stable with eight trustees and no changes to its membership.

Trustees would like to extend their thanks to all organisations who have provided funding to involve Community Services in 2021/22. These include Bracknell Forest Council, Wokingham Borough Council, the Berkshire West Clinical Commissioning Group, Wokingham North Primary Care Network, Wokingham East Primary Care Network, Phoenix Primary Care Network, Berkshire East Clinical Commissioning Group, Get Berkshire Active, Berkshire Community Foundation, Wokingham United Charities, and Syngenta.

We are grateful to those charities, groups and organisations who have interacted with involve Community Services over the year. Specific thanks go to those who have accessed one of our paid for services via our training or inTRUSTed offers.

Finally, the Board would like to express gratitude to any stakeholder not formerly covered. We are fortunate to have many existing relationships and are truly grateful for each of them.

Though the overview below cannot offer full details of involve Community Services' achievements in 2021/22, it does provide a summary against the charity's five core delivery areas.

Core Service Delivery Area	**Key Achievements in 2021/22**
Training: Source, broker, and providing training for Volunteers and VCFS organisations.	We had 965 learners attend a training session in 21/22 with 83 courses delivered. 24 of these courses were in-house deliveries. Our training is consistently well attended and is highly regarded. Courses on offer include adult and child safeguarding, first aid in the workplace, health and safety, and much more.
Funding advice: Identify and promote grant funding opportunities and support organisations with applications as required.	The Funding Advisory Service provided 94 bespoke funding advisory sessions – usually funding searches or critical friending of grant applications for 38 organisations. It also sent out weekly funding alert newsletters to an average of 245 subscribers. The Funding Advisory Service provides free grant writing to the local Voluntary and Community Sectors of Bracknell Forest and Wokingham Borough. This has helped to combat the significant financial impact of COVID, the cost-of-living crisis, and has supported organisations working with Ukrainian guests. Local community groups, registered charities, and social enterprises have also benefitted from this offer. The Grant Writing service has drafted grants to the value of just under 1.3 million in this reporting period, and to date has successfully brought in just under £430,000 across the 2 boroughs since commencing in July 2020, with £177,519 in this period. There remains a significant volume of applications awaiting an outcome.
Information: Provide new and existing VCFS organisations with constitutional, management, administrative and developmental information whilst working as an activist and advocate of the sector.	155 recorded offers of support, governance advice, start-up assistance and networking have been provided to local charities and community groups over the last year. Areas of focus have included good governance, organisational development, policy creation, leadership advice and more. The methods for engagement have ranged in accordance to need and customer preference.
Trustee Recruitment and Liaison: Recruiting, preparing and matching skilled individuals to trustee vacancies whilst offering ongoing	Our inTRUSTed recruitment and liaison service has continued to grow, successfully recruiting another 21 trustees to local charities. This includes the Chair of a Berkshire-wide youth organisation, Chair of a highly regarded autism charity, and a complete Board of Trustees for a Bracknell arts charity, plus enquiries from another 17 groups. Trustee training has continued, repeated on 5

support and training to ensure clarity of role and responsibility.	occasions for over 50 attendees. Advice related to governance has grown, with support for 16 groups offered. Needs have ranged from offering start-up assistance to bespoke assistance for already established boards.
Volunteer recruitment: Including Business in the Community, building opportunity through the 'get involved' volunteer portal, and supporting those who require additional assistance to volunteer.	**Bracknell Forest only** – The online volunteer centre 'Bracknell Forest Get Involved' showcased between 120-140 live volunteering opportunities during the year, with 230 volunteers submitted expressions of interest directly to the office, The online volunteer portal had over 5,500 visitors. More than 1,200 visits to the website led to prospective volunteers clicking to receive contact information for a given organisation or to submit expressions of interest. 30 corporate volunteering days were brokered during the year which offered invaluable assistance to many local charities, groups and other community assets.

In addition to its 5 core areas of delivery, involve Community Services also brings attention to its other areas of delivery:

Cancer Support Network

The Cancer Support Network moved from its third to fourth year of delivery in the Autumn of 2021. Whilst the principal area for delivery had been Wokingham Borough since formation as financed in part via the Better Care Funding within this locality, the network grew in May 2021 to support three further boroughs: Bracknell Forest, Windsor and Maidenhead and Slough, signing up to receive this help for their residents with the help of funding through the East Berkshire Clinical Commissioning Group.

During the financial year, the Cancer Support Network grew its membership from 80 to 198. All members are affected by cancer, either going through their own unique cancer journey to caring for someone else who is. The service enabled opportunity for users to access in-person and online wellbeing activities as well as peer support sessions. In addition, members are eligible to join the WhatsApp members group and receive emotional support and a listening ear via one of the network's Cancer Champion Volunteers.

Supported Volunteering Scheme

For a second year, largely due to the pandemic, involve Community Services Volunteering Scheme has seen a reduction in demand. The service has positively responded to the 18 referrals, finding assistive volunteer opportunities for all. With funding for the scheme running out as at 31st March 22, trustees made the difficult decision to close this area of delivery.

Community Navigator Scheme

Community Navigation is an inclusive, empowering opportunity for all residents of Wokingham Borough. Situated now within the Community & Charity Hub, it continues to support the core objectives of the Friendship Alliance, reducing isolation and loneliness of residents within the borough. During the past year the service has engaged with over 326 residents with requests ranging from carers support, gardening assistance, grant finding, and exercise classes.

Signposting to resources and local assets sometimes takes considerable flexibility, and in the past couple of months the Community Navigation team have responded to a request for a violin from a refugee who previously played in a major orchestra in their home country, and a triple pushchair suitable for triplets born prematurely. In both cases we were successful in our mission with the lives of local people positively affected.

Volunteering Pool

involve Community Services understands that not all who would like to volunteer can do this routinely. We therefore continue to grow our volunteering pool membership from 121 as at 1st April 2021, to 227 as of 31st

March 2022. When a bespoke request for volunteering support is made, members of our volunteer pool are notified with those available to assist responding. In 2021/22, 67 opportunities were offered.

Social Prescribing

Over the last year, involve Community Services has been commissioned to provide Social Prescribing to a third Primary Care Network (PCN) within Wokingham Borough. This takes the number of full-time Social Prescribers working for the charity to three, with the North, Phoenix and now East PCN aided by our team.

Annual referrals have been very healthy for both the Phoenix at 131, and North at 162, whilst in the East referral rates are steadily increasing and as at the end of March 2022 stood at 68. In total 361 residents have been supported by this offer.

Future Leaders

involve Community Services continues to work in partnership with Alan Hester Associates to deliver its first Future Leaders course. Aided to the government's apprenticeship scheme, this accessible and affordable level-3 qualification is targeted at aspiring leaders in the charity sector. Ten learners commenced this programme, though due to the pandemic and learners leaving their respective role, only half will complete in the summer of 2022.

Bracknell Forest Recovery Grant

involve Community Services was delighted to work in partnership with Bracknell Forest Council to coordinate the Covid Recovery Grant Scheme for the local Voluntary, Community and Social Enterprise Sector. With £250,000 to support COVID recovery, involve was given sufficient funding to distribute £210k to the wider sector, whilst also recruiting a Grass Roots Development Worker to directly assist organisations and groups who were struggling to recommence their services.

Waterford House Charity and Community Hub

involve Community Services has worked in tandem with Wokingham Borough Council to launch the first Charity and Community Hub in Wokingham Town Centre. 10 charities have been co-located on the 1st Floor of Waterford House since the Winter of 2021. involve Community Services holds the lease on this space and is managing the reception delivery as well as working with the council to ensure day to day operational success and compliance. This is a hugely exciting venture which is already showing great promise in positively impacting the lives of local people.

Friendship Alliance

The Friendship Alliance is now in its second year and is a collaboration of 4 charities - The Link Visiting Scheme, The Wokingham Volunteer Centre, Age UK Berkshire and involve Community Services. The alliance seeks to promote friendship, whilst tackling social isolation and loneliness across Wokingham Borough. Through the funding of the alliance, involve Community Services has been able to recruit to the role of Grass Root Development Worker, assisting and enabling community resources to recover from the impact of the Covid-19 pandemic.

Funding/Financial Review

involve Community Services continues to deliver its core service support within the communities of Bracknell Forest and Wokingham Borough. The core services grant provided by Bracknell Forest Council increased slightly to £134,900 (2020/21: £126,900), and also in Wokingham Borough, £86,263 (2020/21: £84,100), £74,263 from the local authority and a further £12,000 from the Berkshire West Clinical Commissioning Group is gratefully received. These ongoing funds are a testament to the ongoing and strengthening relationship between involve Community Services and the funders with which it works.

All funds transferred to involve from the Trustees of the Victoria Hall Fund ("VHF") have now been allocated and spent.

Excluding the £250,000 Bracknell Forest Recovery Grant noted above, income for restricted funds and projects rose again in 2021/22 to £313,691 (2020/21: £180,975), reflecting involve Community Services' broader and more varied reach. The Trustees' policy is to diversify the income base and consider additional projects / opportunities that align with the organisational objectives. Income from other sources principally space sharing, training, management fees and other income generation such as through the Trustee recruitment service increased to £79,623 from £74,796 (2019/2020).

Support costs decreased to *£254,182*, (2020/21: *£293,916*). Governance costs included therein decreased to £9,976 (2020/21: £12,885). Hours worked increased by 10% (2020/21: increased by 37%) compared with the previous period.

Unrestricted reserves increased in the year, by £23,651 to £235,913 (2020/21 £212,262). involve remains in a solid financial position and thanks to the strong relationships it continues to foster with core funders, the trustees maintain cautious optimism. (Note: Unrestricted reserves are linked to the 2 core work area income streams in Bracknell Forest and Wokingham Borough).

It is involve Community Services policy to maintain reserves to the value of at least 5 months' core expenditure. This would allow time to plan a suitable response in the event that funding is reduced, and would allow the charity to wind down its services and to cover its costs effectively should there ever be need into the future.

The Cash Balance of £357,227 (2020/21: £300,232) is sufficient to cover our outstanding restricted fund commitments.

The trustees are of the view that the charity is a going concern.

Future Plans

2021/22 has been proved a successful 12-months for involve Community Services. In now managing two sites, one in Bracknell Forest and one in Wokingham Borough, many of the charity's core objectives have been positively impacted. We plan to continue to listen to our residents and to our customers, ensuring that our services evolve in accordance to need and within our charitable objects.

We will be looking to enhance the Bracknell Forest Volunteering Centre offer in the year ahead through green and active volunteering. Working in partnership with the borough's Parks and Countryside team, with funding from Public Health, we will move to create a volunteering offer that meets local environmental ambitions whilst ensuring that those who gift their time see their wellbeing enriched by the experience.

We will continue to work with our sector partners as well as with our statutory colleagues so as to ensure we are maximising our mission, optimising our performance. We will remain open to new opportunities so long as they align with the charity's purpose.

Asset cover for funds

Note 13 sets out an analysis of the assets attributable to the various funds and a description of the trusts. These assets are sufficient to meet the charity's obligations on a fund by fund basis.

Risk

The organisation is supported by a few local organisations (primarily Bracknell Forest Council, Wokingham Borough Council and Berkshire West CCG) in the form of grant income receivable. This grant income is fundamental to the continuation of involve and as such, the potential loss of this income has been identified as one of our primary risks. The risks identified, associated with our core grant income/primary funders are *medium* in the short term. While a complete loss of grant is unlikely, given the challenging outlook for local authority funding in the near term a reduction in grant levels is something that involve should be prepared for. This risk is mitigated by mindful husbandry of the organisation's reputation and resources.

In addition to the risk highlighted above regarding loss of funding from a primary funder, there is also the risk of expenditure being in excess of budget because of unforeseen circumstances. This is monitored by the Trustees and CEO regularly so that, where possible, steps can be taken to mitigate the impact of this.

Reference and administrative details

Charity number:	1061373
Company number:	3332555
Registered office:	The Court House, Town Square, Bracknell, RG12 1AE

Independent Examiners

A resolution proposing that Rice Associates Limited be re-appointed as Independent Examiners of the company will be put to the members.

Statement of Trustees' responsibilities

The trustees (who are also the directors of involve Community Services 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these accounts, the trustees are required to:
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the Statement of Recommended Practice: 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) (effective 1 January 2019) and in accordance with the special provisions of the small companies regime (Section 419(2) of the Companies Act 2006).

Trustees are all volunteers who are recruited either by personal contact or as the result of advertisements.

On behalf of the Board of Trustees



I R J Harrison (Chair) Trustee

Dated: 15 November 2022

INVOLVE COMMUNITY SERVICES

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF INVOLVE COMMUNITY SERVICES

I report to the trustees on my examination of the financial statements of involve Community Services (the charity) for the year ended 31 March 2022.

Responsibilities and basis of report
As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity 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 charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act) . In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement
Since the charity'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 ICAEW, which is one of the listed bodies.

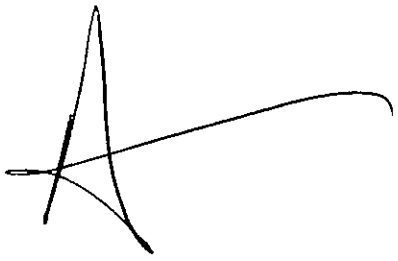
I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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 financial statements 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 financial statements to be reached.

Andrew Beet FCA

Rice Associates Limited
Chartered Accountants
Market Chambers
3-4 Market Place
Wokingham
Berkshire
RG40 1AL



Dated: 21 November 2022.

INVOLVE COMMUNITY SERVICES

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2022

		Unrestricted Funds		Restricted Funds		Total	Total
		2022	2021	2022	2021	2022	2021
Income and endowments from	**Notes**	£	£	£	£	£	£
Core funding	2	***221,163***	211,000	-	-	***221,163***	211,000
Income from investments	3	***17***	69	-	-	***17***	69
		221,180	211,069	-	-	***221,180***	211,069
Income from Charitable activities	4	***63,048***	93,574	***515,415***	180,975	***576,463***	274,549
Total income and endowments		***284,228***	304,643	***515,415***	180,975	***799,643***	485,618
		90%		***285%***		***165%***	
Expenditure on Charitable activities	5	***254,182***	293,916	***483,780***	191,728	***737,962***	485,644
Total resources expended		***254,182***	293,916	***483,780***	191,728	***737,962***	485,644
Net (deficit)/income		***30,046***	10,727	***31,635***	(10,753)	***61,681***	(26)
Transfers between funds		***(6,395)***	249	***6,395***	(249)	-	-
Net movement in funds		***23,651***	10,976	***38,030***	(11,002)	***61,681***	(26)
Fund balances at 1 April 2021		***212,262***	201,286	***59,123***	70,125	***271,385***	271,411
Fund balances at 31 March 2022		***235,913***	212,262	***97,153***	59,123	***333,066***	271,385

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

The results for the year derive from continuing activities and there are no gains or losses other than those shown above.

INVOLVE COMMUNITY SERVICES

BALANCE SHEET
AS AT 31 MARCH 2022

	Notes	2022 £	2022 £	2021 £	2021 £
Fixed assets					
Tangible assets	9		**4,378**		7,781
Current assets					
Debtors	10	**42,679**		34,483	
Cash at bank and in hand		**357,227**		300,232	
Current assets		**399,906**		334,715	
Creditors: amounts falling due within one year	11	**(71,218)**		(71,111)	
Net current assets		**328,688**		263,604	
Total assets less current liabilities			**333,066**		271,385
Income funds					
Restricted funds	13		**97,153**		59,123
Unrestricted funds			**235,913**		212,262
			333,066		271,385

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2022. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

The accounts were approved by the Board on 15 November 2022

R Radountcheva (Treasurer)
Trustee

I R J Harrison (Chair)
Trustee

Company Registration No. 3332555

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with 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) and the Companies Act 2006.

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

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

1.2 Going concern

The charity has continued to deliver services against the backdrop of the COVID pandemic. Having adapted the year previous to include more hybrid working and online delivery, our services have continued with little disruption or extra cost. Trustees continue to monitor both the financial and operational risks that COVID could cause into the future but remain satisfied that mitigations are in place.

1.3 Income

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

Income from grants is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Donations and legacies and other forms of voluntary income are recognised as Income when their receipt is probable and the amount can be measured reliably.

1.4 Expenditure on charitable activities

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

Expenditure falling directly within one activity is allocated only to that activity. Central costs have been apportioned and allocated between support costs and governance costs of the charity on the basis of time spent on each activity. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

1.5 Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity artistic programmes and activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 6.

1.6 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Assets of value of less than £500 are not capitalised. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Equipment	33% straight line
Office equipment	33% straight line

1.7 Debtors

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

1.8 Creditors and provisions

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

1.9 Financial instruments

The trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

1.10 Pensions

The charity's contribution to employee personal pension plans are charged on a monthly basis within salaries.

1.11 Accumulated funds

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

1.12 Legal status of the charity

The charity is a company limited by guarantee incorporated in England and Wales and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

2 Core funding

	2022	2021
	£	£
Grants receivable from Bracknell Forest Council for core activities	**134,900**	126,900
Grants receivable from Wokingham Council & NHS Wokingham CCG for core activities	**86,263**	84,100
	221,163	211,000

Since October 2016, involve has occupied premises owned by Bracknell Forest Council, the value of the rent foregone by the Council £20,000 (2021 £20,000) is included in the grant dealt with above.

3 Investment income

	2022	2021
	£	£
Interest receivable	**17**	69

All of the charity's investment income arises from money held in interest bearing deposit accounts.

4 Income from charitable activities.

	Unrestricted funds		Restricted funds		Total	Total
	2022	2021	**2022**	2021	**2022**	2021
	£	£	£	£	£	£
Grants receivable for charitable activities	**-**	-	**494,653**	171,585	**494,653**	171,585
Other income	**63,048**	93,574	**20,762**	9,390	**81,810**	102,964
	63,048	93,574	**515,415**	180,975	**576,463**	274,549

Included within income relating to grants receivable for charitable activities are the following grants:

Restricted funds

Specialist Volunteer Co-ordinator	***2,175***
Core Training	***12,500***
Community Navigator	***39,700***
WBC Friendship Alliance	***38,477***
Volunteer Project/CSR	***2,175***
Health & Wellbeing Advisors (North, East & Phoenix)	***101,311***
Grant Writer	***17,500***
Cancer Support Network	***46,148***
Waterford House	***13,000***
BFC Recovery Grant/Grass Roots	***221,667***
	494,653

5 Expenditure on charitable activities

	Staff Costs		Depreciation		Other Costs		Total Costs	
	2022	2021	**2022**	2021	**2022**	2021	**2022**	2021
	£	£	**£**	£	**£**	£	**£**	£
Activities undertaken directly	**225,618**	155,607	-	-	**56,538**	36,121	**282,056**	191,728
Grants	-	-	-	-	**201,724**	-	**201,724**	-
Support costs	**221,678**	240,203	**4,802**	4,084	**27,602**	49,629	**254,182**	293,916
Total charitable activities	**447,296**	395,810	**4,802**	4,084	**285,864**	85,750	**737,962**	485,644

6 Support costs

	2022	2021
	£	£
Staff Costs	**211,702**	227,318
Premises Costs	**31,203**	39,458
Equipment, Supplies & Support	**12,574**	17,005
Fees, Recoveries & Sundries	**(16,075)**	(6,834)
Depreciation	**4,802**	4,084
Governance Costs	**9,976**	12,885
	254,182	293,916

Governance Costs include accountancy and independent examiners fees of £2,000 (2021 £2,000), an estimate of time spent by the General and Finance Managers on governance matters and trustee related expenses, if any.

7 Trustees

None of the Trustees (or any persons connected with them) received any remuneration, benefits, or reimbursed expenses from the charity during the year.

8 Employees

Number of employees

The average monthly number of employees for full time equivalent during the year was:

	2022	2021
	Number	Number
Management	**3**	2
Administration	**3**	2
Charity support	**14**	14
	20	18

Employment costs	2022	2021
	£	£
Wages and salaries	**380,027**	381,040
Social security	**26.655**	17,661
Pension costs	**3,971**	4,153
	410,653	402,854

The average monthly number of employees for actual head count during the year are 19.58 (2021: 14.54).

There were no employees whose annual emoluments were £60,000 or more (2021: nil).

The emoluments of key management personnel amounted to £50,910 (2021: £61,260).

With effect from 1st June 2016, a Workplace Pension Scheme was established by the Trustees in compliance with applicable regulations.

9 Tangible fixed assets

At 31 March 2022	Equipment	Total
Cost	**£**	**£**
At 1 April 2021	29,391	29,391
Additions	1,399	1,399
Disposals	-	-
At 31 March 2022	**30,790**	**30,790**
Depreciation		
At 1 April 2021	21,610	21,610
Charge for the year	4,802	4,802
Disposals	-	-
At 31 March 2022	**26,412**	**26,412**
Net book value		
At 31 March 2022	**4,378**	**4,378**
At 31 March 2021	**7,781**	**7,781**

10 Debtors

	2022	2021
	£	£
Trade debtors	**31,938**	31,541
Prepayments and accrued income	**10,741**	2,942
	42,679	34,483

11 Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade creditors	**3,972**	2,482
Accruals and deferred income	**67,246**	68,629
	71,218	71,111

Income of £62,377 (2021: £64,468) has been deferred as it relates to activities that will be undertaken in the subsequent financial year. Previously deferred income of £64,468 (2020: £4,500) was released in the year.

12 Share capital

The company is incorporated in England and Wales as limited by guarantee and therefore has no share capital. Every member undertakes to contribute such amount as may be required (not exceeding £1). The number of organisations 31 March 2022 was 445 of which 107 were member organisations (2021: 123). This reflects Wokingham and Bracknell organisations.

13 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes.

		Movement in funds			
	Balance at 01-Apr-21	Incoming resources	Resources expended	Transfers	**Balance at 31-Mar-22**
	£	£	£	£	**£**
Wokingham Men's Shed	2,334	-	640	-	**1,694**
Specialist Volunteer Coordinator	12,503	2,175	11,457	-	**3,221**
Core Training	23	30,405	23,943	-	**6,486**
Community Navigator	9,195	39,700	38,159	-	**10,736**
Friendship Alliance	-	38,477	16,628	2,749	**24,598**
Volunteer Projects/CSR	13,579	2,175	5,933	-	**9,821**
Health & Wellbeing Advisor North	5,233	42,641	42,670	-	**5,204**
Health & Wellbeing Advisor East	-	34,113	34,292	199	**20**
Health & Wellbeing Advisor Phoenix	-	24,557	25,099	562	**20**
Community Resilience	7,755	-	653	(7,102)	**-**
Grant Writer	-	17,500	11,205	8,595	**14,890**
Cancer Support Network	19	48,123	49,514	1,392	**20**
Future Leaders	8,482	-	250	-	**8,232**
Waterford House	-	13,882	10,503	-	**3,380**
BFC Recovery Grant/Grass Roots	-	221,667	212,834	-	**8,833**
	59,123	515,415	483,780	6,395	**97,153**

Each of these funds is the result of a grant to the company for a specific purpose. The uses to which these funds may be applied is set out in the company's bid or the grant-making bodies' letter of grant. The company is subject to differing accountability requirements from the grant making bodies. Details of the grant making bodies and purposes of Restricted Funds are set out in the following table.

Name	Grant making body	Purpose
Wokingham Men's Shed	Wokingham United Charities	To enable WMS to help build social connections and friendship, sharing skills and knowledge in Wokingham Borough.
Specialist Volunteer Co-ordinator	Berkshire Community Foundation, Victoria Hall Fund	Enabling people with additional needs to volunteer or get better connected with their local communities.
Bracknell Training	Bracknell Forest Council	Arranging and delivering training for volunteers, charities & community groups, and individuals in Bracknell Forest.
Community Navigation	Wokingham Borough Council	Signposting people to help and support in their communities.
Friendship Alliance	Wokingham Borough Council	Alliance that looks to directly address social isolation and loneliness for the residents of Wokingham Borough through collaborative action.
Social Prescribing, Health & Wellbeing Advisor	Wokingham North PCN.	Supporting GP patients in the North of Wokingham Borough to find alternative help and support to improve their Health and Wellbeing.
Social Prescribing, Health & Wellbeing Advisor	Wokingham East PCN.	Support GP patients in the North of Wokingham Borough to find alternative help and support to improve Health and Wellbeing.
Social Prescribing, Health & Wellbeing Advisor	Wokingham North PCN Phoenix.	Supporting GP patients served by the Phoenix PCN to find alternative help and support to improve their Health and Wellbeing.
Volunteer Projects/Corporate Social Responsibility	Berkshire Community Foundation, South Central Ambulance Service.	A partnership project enabling groups using volunteers to work together, avoid duplication, share training opportunities amongst volunteers and upskill volunteers to contribute widely to their communities.
Community Resilience Bracknell	Bracknell Forest Council, Police Crime Commissioners Fund.	Taking proactive action, often in partnership, to strengthen neighbourhoods.
Community Resilience Wokingham	Wokingham Community Safety Partnership.	Undertaking listening events and surveys to listen to the community regarding resilience and safety.
Grant Writer	Bracknell Forest Council, Wokingham Borough Council.	Ensuring that the local Voluntary, Community and Social Enterprise Sector remain sustainable during a difficult financial backdrop.
Cancer Support Network	Wokingham Borough Council, Get Berkshire Active, NHS East Berks, Finchampstead, Warfield and Shinfield Parish Councils.	Supporting the facilitation of the Cancer Support Network in the Wokingham Borough through funded activity.

Future Leaders	Victoria Hall Fund	Financially aiding the facilitation of the learning required to meet the requirements of the course.
Waterford House	Wokingham Borough Council	Bringing together 10 charitable organisations to better support the people of Wokingham Borough via the management of the new Charity and Community Hub.
Bracknell Forest Council Recovery Grant/Grass Roots	Bracknell Forest Council	Supporting community groups and charities to recover from the impact of COVID by assisting them to find finance, premises, training and more.

14 Analysis of net assets between funds

Fund balances at 31 March 2022 are represented by:	Unrestricted	Restricted	Total funds
	£	£	£
Tangible fixed assets	**4,378**	-	**4,378**
Current assets	**299,595**	**97,153**	**396,748**
Creditors: amounts falling due within one year	**(68,060)**	-	**(68,060)**
	235,913	**97,153**	**333,066**

15 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2022	2021
	£	£
Within one year	**10,244**	3,216
Between two and five years	**34,544**	9,648
After five years	**4,685**	-
	49,473	12,864

16 Related party transactions

There were no disclosable related party transactions during the year (2021: none).

INVOLVE COMMUNITY SERVICES

England & Wales - Charity number 1061373

Accounts

Charity Registration No. 1061373

Company Registration No. 3332555 (England and Wales)

INVOLVE COMMUNITY SERVICES

TRUSTEES' REPORT AND UNAUDITED ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2021

INVOLVE COMMUNITY SERVICES

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	I R J Harrison (Chair) M F Dudson (Vice Chair) G H Taylor F M Kelly J Rogers R Kramer S Goodchild M Nicholson
Treasurer trustee	R Radountcheva
Charity number	1061373
Company number	3332555
Principal address	The Court House Town Square Bracknell Berkshire RG12 1AE
Registered office	The Court House Town Square Bracknell Berkshire RG12 1AE
Independent examiner	Andrew Beet FCA Rice Associates Limited Market Chambers 3-4 Market Place Wokingham Berkshire RG40 1AL
Bankers	CAF Bank Limited 25 Kings Hill Avenue Kings Hill West Malling ME19 4JQ

INVOLVE COMMUNITY SERVICES

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INVOLVE COMMUNITY SERVICES

FOR THE YEAR ENDED 31 MARCH 2021

TRUSTEES' REPORT

The Trustees present their report and financial statements for the year ended 31 March 2021 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, the Charities Act 2011, the Companies Act 2006 and the 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 2015).

Structure, governance, and management

The charity is a company limited by guarantee and a registered charity. The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. The Memorandum of Association was last updated on 28 January 2021.

The Trustees, who are also the directors for the purpose of company law, and who served during the year were:

I R J Harrison (Chair)
M F Dudson (Vice Chair)
R Radountcheva (Treasurer)
G H Taylor
F M Kelly
R Kramer
S Goodchild (Appointed 25 June 2020)
M Nicholson (Appointed 07 July 2020)
J Rodgers (Resigned 08 October 2020)

None of the Trustees has any beneficial interest in the Company. All of the Trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The charity's purpose as set out in the object's clause of the company's memorandum of association are to:

- Promote any charitable purpose for the benefit of the community in Bracknell Forest, Berkshire, and the Thames Valley, in particular the advancement of education, the protection of health and the relief of poverty, distress and sickness.

- Promote and organise co-operation in the achievement of this objective and bring together in council representatives of voluntary organisations and statutory authorities within the area of benefit.

- Promote effective community service and activity in Bracknell Forest, Berkshire and the Thames Valley, to strengthen voluntary organisations by offering a range of vital services and to provide opportunities to draw them together within the voluntary sector and to act as a strategic partner with local statutory agencies.

During the reporting year the Trustees reviewed and agreed that the focus of involve should continue with its core functions. The main functions are infrastructure, volunteering, funding, trustee recruitment and training support. This review looks at what has been achieved and the results of involve's work in the previous 12 months. The review helps to ensure our aims and objectives remain focused on involve's stated purpose. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit and the trustees consider how planned activities will contribute to the aims and objectives set.

Governance

All policies and procedures are reviewed either on an annual basis or when it is legally necessary.

The CEO (or nominated individual fulfilling such role as agreed and identified by the Trustees, hereon referred to as the CEO) is responsible for the day to day decisions, including expenditure on items up to £500, with the exception of the Payroll. The Trustees agree Policies and Procedures and any substantial financial decisions affecting the long term aims of the organisation.

New Trustees are normally recruited by the Trustees, although there are arrangements in place for members to nominate a person to be a Trustee. Trustees are appointed by an ordinary resolution of the charity. In identifying potential new trustees, the Trustees are mindful of any identified shortfalls in the skill set of the current Trustees. Appropriate training will be offered to new trustees in the light of their existing skills and experience.

Via the Business Plan, Business Continuity Plan and Polices such as involve's Reserves Policy the Trustees and the CEO have covered risks including financial, physical and operational risks. These are reviewed by the Board of Trustees and systems or procedures are in place to manage these identified risks.

involve is affiliated to the National Association of Voluntary Community Action (NAVCA).

Review of Activities 2020/21

2020/21 proved an extraordinary year, with the challenges of the COVID pandemic impacting individuals and communities locally, nationally, and across the world. Despite the turmoil caused, involve Community Services demonstrated considerable resilience, responding flexibly to the new challenges facing the lives of residents, neighbourhoods, community groups, charities, and social enterprises across Bracknell Forest and Wokingham Borough. Trustees would like to thank all staff and volunteers who responded to need with great compassion and humility. The board recognises the resilience, strength and resolve shown in this respect.

In February 2021, involve's General Manager, Philip Cook, left his post to move to pastures new. The trustees would like to express their sincere gratitude to Phil for the dedication he showed during his 6-years in leadership. The growth of the organisation under his management has been considerable, and the achievements, a solid foundation on which to continue to build.

We were delighted that Deputy General Manager, Philip Bell, stepped into the role of Chief Executive Officer, a post created upon Philip Cook's departure. Philip provides ongoing stability for the charity whilst nurturing new ideas and ambition to support its furtherance. The Trustees would like to extend their thanks to Phil, in stepping into this role and providing continued leadership within the organisation, capitalising on the foundations put in place by Phil Cook, and continuing to enable involve to grow in both services and reputation.

Staff and volunteers at involve Community Services have worked tirelessly to ensure the charities core business is delivered and charitable purposes supported. A big thank you goes to Jackie Eddolls, Finance Manager, for her continued commitment and diligence of the charity's funds. In addition, the Boards thanks go to Clarissa Webb, Administrator and Web Media Support, who works to keep the charity's websites and newsletters, as well as to support reception duties. We also extend our thanks to Tracy Howat for her ongoing administrative and building facilities support.

The Trustees have welcomed: Miranda Millan, Grant Writer; Milly Randall-Davies, Social Prescriber; Matt Wilson, Winter Pressures Navigator and Aimee Knight, the team's new Operations Manager. All those named have settled quickly into the team and are already making significant contributions in their respective areas of delivery.

We have also welcomed and said our goodbyes to Liz Bird, Community Navigator (maternity cover); Dave Fergus, Grant Writer; and Martin Lindup, Database Implementation Lead; who all joined the charity for a fixed term during this financial year. Our thanks are extended to each of them for their contribution.

A huge thank you must go to all existing involve staff; Diane Benford, Volunteer Services Manager; Claire Page, Training Coordinator; Mike Allen, Trustee Recruitment; Jackie Leslie, Funding Advisor; Angie Cowan, Community Choices and Supported Volunteering; Liz Penn, Community Navigation Coordinator; Vickie Randall, Cancer Support Network Manager; Jason Bowles, Social Prescriber; Yolanda Romero-Cummins, Marketing and Social Media Lead; and Hannah Ellis, Community Navigator, who continue to support our customers and to make a real difference locally.

Our board of Trustees remains strong with eight individuals in these leadership roles, James Harrison remains as Chairperson, Roumie Radountcheva as Treasurer and Malcolm Dudson as Vice Chair.

The Board of Trustees would like to extend their thanks to all organisations who have provided funding to involve Community Services in 2020/21. These include Bracknell Forest Council, Wokingham Borough Council, the Berkshire West Clinical Commissioning Group, Wokingham North Primary Care Network, Get Berkshire Active, Berkshire Community Foundation, CAF Resilience Fund, Shanly Foundation, Boehringer Ingleheim, the Co-op Community Fund, the Card Factory Foundation, and Syngenta.

We are also very grateful to those charities, groups and organisations who have interacted with involve Community Services during the year. Specific thanks go to those who have accessed one of our paid for services. Access to our paid for offers has been primarily achieved through our training provision, through the inTRUSTed Trustee Recruitment and Liaison Service has also generated needed income.

Finally, the Board would like to express its thanks to any partner or stakeholder not formerly covered. We are fortunate to have many existing relationships and are truly grateful for each of them.

Though the account below cannot offer full detail of involve Community Services' achievements in 2020/21, it does give a summary of performance against the charity's 5 key delivery areas.

Core Service Delivery Area	Key Achievements in 2020/21
Training: Source, broker, and providing training for Volunteers and VCFS organisations.	Over 1,000 learners attended an involve training course in 2020/21 with more than 103 courses delivered. Our training is well attended, highly regarded, and is provided by experienced facilitators.
Funding advice: Identify and promote grant funding opportunities and support organisations with applications as required.	The Funding Advisory Service assisted nearly 81 organisations with either bespoke funding searches or critical friending of grant applications. It also sent out weekly funding alert newsletters to over 300 subscribers. The service delivered 9 related teaching sessions and helped to create funding applications to the value of £1.2 million. In addition to the general Funding Advisory Service, involve was fortunate to secure additional finance in year from Bracknell Forest and Wokingham Borough Council to provide a free grant writing service to the local Voluntary and Community Sector. This has helped to combat the significant financial impact of COVID on local community groups, registered charities, and social enterprises. The Grant Writing service has drafted grants to the value of £1.7 million, and to date has successfully brought in £180k across the 2 boroughs with a significant volume of applications awaiting an outcome.
Information: Provide new and existing VCFS organisations with constitutional, management, administrative and developmental	Over 160 offers of support, governance advice, start-up assistance and networking have been provided to local charities and community groups over the last year. Areas of focus have included good governance, organisational development, policy creation, leadership advice and more.

information whilst working as an activist and advocate of the sector.	Delivery has been facilitated face to face, online, and via telephone and email. involve continues to advocate on behalf of the sector at various statutory partnerships and boards.
Trustee Recruitment and Liaison: Recruiting, preparing and matching skilled individuals to trustee vacancies whilst offering ongoing support and training to ensure clarity of role and responsibility.	Our inTRUSTed Recruitment and Liaison Service has successfully placed 20 trustees into local charities, as well as generating a bank of potential trustees for the future. In addition, 7 training courses have been delivered to over 60 learners, all of whom have either been newly appointed to their respective board, or who want to refresh their learning regarding trustee roles and responsibilities.
Volunteer recruitment: Including Business in the Community, building opportunity through the 'get involved' volunteer portal, and supporting those who require additional assistance to volunteer.	**Bracknell Forest only –** The online volunteer centre – 'Bracknell Forest Get Involved' showcased an average of between 120-140 live volunteering opportunities. 230 volunteers submitted expressions of interest directly to the office, The online volunteer centre had over 5,500 new visitors in the year. 1,200 plus of the sessions on our website lead to people clicking on links to find out more about an opportunity or to make contact (with 22% of these directly contacting the organisation, approximately 265 email/calls). We also saw a decrease in business volunteering, with involve enabling 30 corporate volunteering days. A total of 48 people volunteered through their place of employment. Covid volunteering 500 applications, 150 active volunteers.

In addition to its 5 core areas of delivery, involve Community Services also brings attention to its other areas of delivery:

Covid Community Response

In this extraordinary year, involve Community Services worked in partnership with the Ark Trust and Bracknell Forest Council to build and deliver a community response that supported residents most vulnerable to the impact of Covid-19. Together, we worked to recruit an army of volunteers, then matching these supporters to those residents who required help to access food supplies, prescription medication and other essential supplies. In addition, a bank of involve volunteers extended the hand of friendship though telephone befriending.

Within Wokingham Borough, involve Community Services supported the creation of a collective voluntary and community sector offer in which several organisations undertook assigned roles in accordance with their charitable purpose. Recognition should also go to the many community covid groups that set themselves up so to support their neighbourhoods across both boroughs.

In addition to the above, staff undertook a substantial number of welfare calls to vulnerable residents within Bracknell Forest and Wokingham Borough, coordinating with fellow partner agencies as appropriate. Overwhelmingly, recipients of these calls expressed gratitude for the time and care shown.

involve Community Services was fortunate to receive additional funding for its Covid-19 work from the Berkshire Community Foundation, the CAF Resilience Fund, Shanly Foundation, and Wokingham and Bracknell Forest Councils.

Cancer Support Network

The Cancer Support Network moved from its second and third year of delivery in the Autumn of 2020. Towards the end of the financial year the network secured funding from the Wokingham Better Care Fund and the East

Berkshire Clinical Commissioning Group to continue providing support into 2021/22 to residents of Wokingham Borough whilst also growing the network into the East of Berkshire.

During the year, the Cancer Support Network supported nearly 80 residents affected by cancer with the demand growing steadily. The service enabled opportunity for users to access online wellbeing activity as well as peer support sessions, and a managed WhatsApp group, physical events and cancer champion volunteers who are suitably trained to listen and support a member throughout their cancer journey.

Y referred by Macmillan into the Cancer Support Network in July 2020. Following a diagnosis of bowel cancer, he was very anxious and distressed about his diagnosis and treatment. The network was able to connect him to another member who was able to talk to him about the treatment and some of the side-effects that he might experience. The network sent him resources that could help him on his cancer journey and with his wider wellbeing. Y was also able to access 1-1 ongoing support through the cancer champion volunteer programme. The network extended a hand of friendship, with Y engaging in several social activities with others who understood. In his own words: "The network has supported me throughout my journey. I do value the support that you provide enormously - thank you."

Supported Volunteering Scheme

Supported Volunteering has seen less demand in 2020/21 due to Covid-19 restrictions. Despite this, the service has responded to the 23 referrals made and has worked to find opportunity wherever it has been able.

Community Navigator Scheme

Community Navigation adapted well to the changing landscape of need caused by the pandemic. The volume of calls for signposting initially reduced heavily as the country moved into lockdown. At this point, the team stepped in to aid the Wokingham GP surgeries and other health and social care partners to undertake welfare calls to those most vulnerable with more than 100 contacts made. Through the summer, the scheme began to return to its core work, with a steady number of residents navigated to services and groups that could support them. In total 310 local people were assisted.

Mrs X was living in a Wokingham Borough Council care home and needed her bed removed and replaced with a medical bed. Community Navigation were contacted by her Social Worker. There is no service for this and due to COVID rules this was exceptionally difficult to arrange. Community Navigators managed to source two volunteers from a local (to service user) Community Support group who offered to carry out the removal of the bed in a timely manner, due to medical bed being delivered. The client and social worker were very grateful and appreciative of our efforts.

Volunteering Pool

involve Community Services understands that not all who would like to volunteer can do this routinely. We have grown our membership from 121 volunteers as at 1st April 2020 to 227 for this purpose as at 31st March 2021. As requests are made for bespoke support, members of our volunteer pool are notified and those available to assist respond. In 2020/21, 67 opportunities to the volunteering pool were offered.

Winter Pressures

involve Community Services was commissioned to deliver a Wokingham Borough Winter Pressures Navigation Scheme for a third consecutive year in 2020/21. A new employee was brought onboard to deliver this work, supporting and aiding residents to keep safe over the colder months. 25 residents were engaged throughout the season. Whilst there was less face to face work than in previous years due to Covid-19 restrictions, the regularity of telephone contact and prompt response to need received very positive feedback from the service users.

'Mrs X was referred by Adult Social Care feeling isolated, lonely and in need of support to maintain her independence at home. She was referred to a local befriending scheme to establish positive social contact, and after experiencing a particularly difficult period of isolation, collaboration led to the frequency of this support being increased. Mrs X was also referred and supported to access a service providing domestic

assistance, supporting her with tasks around the home that she was no longer able to manage independently. This service was able to provide continuity and a level of companionship, further reducing feelings of isolation.'

Community Resilience

involve Community Services has worked to support community resilience across both boroughs, bringing attention to key matters such as hate crime, exploitation, knife violence, bullying and more. Working in partnership with statutory partners, involve Community Services has formulated messages and developed campaigns, providing the public with accurate information and support services contacts where applicable. An exploitation prevention conference had been planned for the end of March 2020 but was subsequently cancelled due to covid. A smaller virtual event was then delivered in November with over 60 people attending, and very positive feedback subsequently received.

Social Prescribing

involve Community Services secured further funding from the Wokingham North Primary Care Network to expand the delivery of a social prescribing service in the north of the Wokingham borough, with a second full time worker recruited during the summer. Social Prescribers have made a huge impact to patient outcomes in the North PCN, with non-medical interventions offered to 275 patients in this financial year.

X is a man in his twenties living with autism and anxiety. The social prescribing service worked with X over a six-month period, meeting up face to face every fortnight to provide space to talk and to develop strategies that could assist him to best process his worries and develop aspiration for the future. X enjoyed speaking to someone outside of the medical profession and his family and continues to work towards independence.

Future Leaders

involve Community Services was delighted to finally launch the Future Leaders management course working with Alan Hester Associates. The course has been linked to the government Apprenticeship Scheme so to create an accessible, affordable offer for aspiring leaders in the charity sector. Ten learners are part of this pilot training programme.

VCS Emergencies Partnership Fund

Via the NAVCA network, involve received a small package of funding to work closely with other Council for Voluntary Service (CVS) organisations. The purpose of this collaboration has been to better understand the true impact of the pandemic upon our communities and across the Voluntary, Community and Faith Sector.

Friendship Alliance

The Friendship Alliance is a collaborative of 4 charities, The Link Visiting Scheme, The Wokingham Volunteer Centre, Age UK Berkshire and involve Community Services. The alliance's core purpose is to promote friendship, tackling isolation and loneliness across Wokingham Borough. Despite the challenges of the pandemic, the project has made significant progress in meeting its core objective, keeping residents connected during periods of lockdown. A small amount of funding comes to involve contributing to its Community Navigation scheme who continue to lead on reporting on the outcomes of the Friendship Alliance work.

Funding/Financial Review

involve Community Services continues to deliver its infrastructure support within the communities of Bracknell Forest and Wokingham Borough. The core services grant provided by Bracknell Forest Council remained unchanged at £126,900 (2019/20: £126,900), and in Wokingham Borough, £84,100 (2019/20: £88,500), £72,100 from the local authority and a further £12,000 from the Berkshire West Clinical Commissioning Group. These ongoing funds are a testament to the continuing and strengthening relationship between involve Community Services and the funders with which it works.

All funds transferred to involve from the Trustees of the Victoria Hall Fund ("VHF") have now been allocated and spent. Income for restricted funds and projects rose again in 2020/21 to £180,975 (2019/20: £164,775), reflecting involve's Community Services broader and more varied reach. The Trustees' policy is to diversify the income base and consider additional projects/opportunities that align with the organisational objectives. Income from other sources principally space sharing, training, management fees and other income generation such as through the Trustee recruitment service decreased slightly to £74,796 from £78,124 (2019/20).

Support costs increased to *£293,916*, (2019/20: *£233,945*). Governance costs included therein were *stable* at £12,885 (2019/20: £10,915). Hours worked increased by 37% (2019/20: increased by 7%) compared with the previous period, and is reflective of the growth in some of our service areas.

Unrestricted reserves increased in the year, by £10,976 to £212,262 (2019/20 £201,286). involve remains in a solid financial position and thanks to the strong relationships it continues to foster with core funders, the trustees maintain cautious optimism. (Note: Unrestricted reserves are linked to the 2 core work area income streams in Bracknell Forest and Wokingham Borough).

It is involve Community Services' policy to maintain reserves to the value of at least 5 months' core expenditure. This would allow time to plan a suitable response in the event that funding is reduced, and would allow the charity to wind down its services and to cover its costs effectively should there ever be need into the future.

The Cash Balance of £300,232 (2019/20: £250,266) is sufficient to cover our outstanding restricted fund commitments.

The trustees are of the view that the charity is a going concern.

Future Plans

2020/21 has been successful for involve, and the changes to the team's composition have now been firmly embedded and are paying dividends. The priority for the charity moving forward is to ensure its relevance, sustainability, network & reach, and quality. Integral to this is staying true to the core purpose of the charity, supporting other charities, community groups, and communities, and making a difference locally.

In the year ahead, we will look to maximise our service delivery. Respond sensitively and in a timely fashion to the needs of our communities and the sector, whilst nurturing new opportunity, informed by involves charitable purpose.

Asset cover for funds

Note 13 sets out an analysis of the assets attributable to the various funds and a description of the trusts. These assets are sufficient to meet the charity's obligations on a fund by fund basis.

Risk

The organisation is supported by a few local organisations (primarily Bracknell Forest Council, Wokingham Borough Council and Berkshire West CCG) in the form of grant income receivable. This grant income is fundamental to the continuation of involve and as such, the potential loss of this income has been identified as one of our primary risks. The risks identified, associated with our core grant income/primary funders are *medium* in the short term. While a complete loss of grant is unlikely, given the challenging outlook for local authority funding in the near term a reduction in grant levels is something that involve should be prepared for. This risk is mitigated by mindful husbandry of the organisation's reputation.

In addition to the risk highlighted above regarding loss of funding from a primary funder, there is also the risk of expenditure being in excess of budget because of unforeseen circumstances. This is monitored by the Trustees and CEO regularly so that, where possible, steps can be taken to mitigate the impact of this.

Reference and administrative details

Charity number:	1061373
Company number:	3332555
Registered office:	The Court House, Town Square, Bracknell, RG12 1AE

Independent Examiners

A resolution proposing that Rice Associates Limited be re-appointed as Independent Examiners of the company will be put to the members.

Statement of Trustees' responsibilities

The trustees (who are also the directors of involve Community Services 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

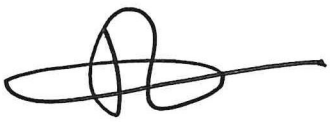
In preparing these accounts, the trustees are required to:
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the Statement of Recommended Practice: 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) (effective 1 January 2015) and in accordance with the special provisions of the small companies regime (Section 419(2) of the Companies Act 2006).

Trustees are all volunteers who are recruited either by personal contact or as the result of advertisements.

On behalf of the Board of Trustees



I R J Harrison (Chair) Trustee

Dated: 18/11/21

INVOLVE COMMUNITY SERVICES

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF INVOLVE COMMUNITY SERVICES

I report to the trustees on my examination of the financial statements of involve Community Services (the charity) for the year ended 31 March 2021.

Responsibilities and basis of report
As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity 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 charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act) . In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement
Since the charity'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 ICAEW, 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 that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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 financial statements 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 financial statements to be reached.



Andrew Beet FCA

Rice Associates Limited
Chartered Accountants
Market Chambers
3-4 Market Place
Wokingham
Berkshire
RG40 1AL

Dated: 15 November 2021

INVOLVE COMMUNITY SERVICES

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

		Unrestricted Funds		Restricted Funds		Total	Total
		2021	2020	**2021**	2020	**2021**	2020
Income and endowments from	**Notes**	**£**	£	**£**	£	**£**	£
Core funding	2	**211,000**	215,400	-	-	**211,000**	215,400
Income from investments	3	**69**	245	-	-	**69**	245
		211,069	215,645	-	-	**211,069**	215,645
Income from Charitable activities	4	**93,574**	43,415	**180,975**	164,774	**274,549**	208,189
Total income and endowments		**304,643**	259,060	**180,975**	164,774	**485,618**	423,834
Expenditure on Charitable activities	5	**293,916**	233,946	**191,728**	181,540	**485,644**	415,486
Total resources expended		**293,916**	233,946	**191,728**	181,540	**485,644**	415,486
Net (deficit)/income		**10,727**	25,114	**(10,753)**	(16,766)	**(26)**	8,348
Transfers between funds		**249**	(42,815)	**(249)**	42,815	**-**	-
Net movement in funds		**10,976**	(17,701)	**(11,002)**	26,049	**(26)**	8,348
Fund balances at 1 April 2020		**201,286**	218,987	**70,125**	44,076	**271,411**	263,063
Fund balances at 31 March 2021		**212,262**	201,286	**59,123**	70,125	**271,385**	271,411

*2020 has been restated to align with 2021 where internal funds movements have been removed from revenue.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

The results for the year derive from continuing activities and there are no gains or losses other than those shown above.

INVOLVE COMMUNITY SERVICES

BALANCE SHEET
AS AT 31 MARCH 2021

	Notes	2021 £	2021 £	2020 £	2020 £
Fixed assets					
Tangible assets	9		**7,781**		9,519
Current assets					
Debtors	10	**34,483**		20,780	
Cash at bank and in hand		**300,232**		250,266	
Current assets		**334,715**		271,046	
Creditors: amounts falling due within one year	11	**(71,111)**		(9,154)	
Net current assets		**263,604**		261,892	
Total assets less current liabilities			**271,385**		271,411
Income funds					
Restricted funds	13		**59,123**		70,125
Unrestricted funds			**212,262**		201,286
			271,385		271,411

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2021. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

The accounts were approved by the Board on

R Radountcheva (Treasurer)
Trustee

I R J Harrison (Chair)
Trustee

Company Registration No. 3332555

INVOLVE COMMUNITY SERVICES

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with 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 2015) and the Companies Act 2006.

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

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

1.2 Going Concern

In their assessment of going concern the trustees have considered the current and developing impact on the charity as a result of the COVID19 virus. The Covid-19 pandemic has had some impact on the charity's operations but generally services have continued. The trustees are aware that if the current situation becomes prolonged further adaptations may have to be considered. Whilst there remains uncertainty regarding the duration, extent and ultimate impact of the pandemic, the trustees cannot estimate with any precision the impact on the financial performance of the charity. In particular, any changes in regulations introduced, as a result of the economic impact of the Covid-19 pandemic, that may have an impact on the services we offer.

A proportion of our people are working remotely in accordance with our risk assessment planning, and this remains a viable scenario. The resilience and adaptability of our people, coupled with the use of existing and embracement of new technologies, has meant that the charity has been able to continue to provide a high level of service to its service users. It is expected that this will continue as appropriate measures are implemented, in line with recommendations and guidance, to allow the continued use of our offices and the return to face-to-face meetings and services.

The charity has considered forecasts which take account of expected changes in the charity's income and expenditure and this demonstrates that the charity will be able to operate within its current level of facilities. Various scenarios relating to the ongoing Covid-19 pandemic show that the trustees expect the charity to have adequate liquidity to meets its obligations as they fall due. On this basis, the trustees consider it appropriate to prepare the financial statements on the going concern basis.

1.3 Income

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

Income from grants is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Donations and legacies and other forms of voluntary income are recognised as Income when their receipt is probable and the amount can be measured reliably.

1.4 Expenditure on charitable activities

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

Expenditure falling directly within one activity is allocated only to that activity. Central costs have been apportioned and allocated between support costs and governance costs of the charity on the basis of time spent on each activity. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

1.5 Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity artistic programmes and activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 6.

1.6 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Assets of value of less than £500 are not capitalised. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Equipment	33% straight line
Office equipment	33% straight line

1.7 Debtors

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

1.8 Creditors and provisions

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

1.9 Financial instruments

The trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

1.10 Pensions

The charity's contribution to employee personal pension plans are charged on a monthly basis within salaries.

1.11 Accumulated funds

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

1.12 Legal status of the charity

The charity is a company limited by guarantee incorporated in England and Wales and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

2 Core funding	2021	2020
	£	£
Grants receivable from Bracknell Forest Council for core activities	**126,900**	126,900
Grants receivable from Wokingham Council & NHS Wokingham CCG for core activities	**84,100**	88,500
	211,000	215,400

Since October 2016, involve has occupied premises owned by Bracknell Forest Council, the value of the rent foregone by the Council £20,000 (2020 £20,000) is included in the grant dealt with above.

3 Investment income	**2021**	2020
	£	£
Interest receivable	**69**	245

All of the charity's investment income arises from money held in interest bearing deposit accounts.

4 Income from charitable activities.

	Unrestricted funds		**Restricted funds**		**Total**	Total
	2021	2020	**2021**	2020	**2021**	2020
	£	£	**£**	£	**£**	£
Grants receivable for charitable activities	**-**	-	**171,585**	155,340	**171,585**	155,340
Other income	**93,574**	43,415	**9,390**	9,434	**102,964**	52,849
	93,574	43,415	**180,975**	164,774	**274,549**	208,189

Included within income relating to grants receivable for charitable activities are the following grants:

Restricted Funds

Specialist Volunteer Co-ordinator	**9,135**
Core Training	**12,500**
Community Navigator	**45,054**
Volunteer Passport Scheme	**15,385**
Health & Wellbeing Advisor	**61,848**
Cancer Champions	**5,663**
WBC Winter Pressures Navigator	**17,000**
BCF BF Covid Response	**5,000**
	171,585

5 Expenditure on charitable activities

	Staff Costs		Depreciation		Other Costs		Total Costs	
	2021	2020	**2021**	2020	**2021**	2020	**2021**	2020
	£	£	**£**	£	**£**	£	**£**	£
Activities undertaken directly	**155,607**	134,455		-	**36,121**	47,086	**191,728**	181,541
Support costs	**240,203**	186,911	**4,084**	6,213	**49,629**	40,821	**293,916**	233,945
Total charitable activities	**395,810**	321,366	**4,084**	6,213	**85,750**	87,907	**485,644**	415,486

6 Support costs

	2021	2020
	£	£
Staff Costs	**227,318**	175,996
Premises Costs	**39,458**	37,941
Equipment, Supplies & Support	**17,005**	18,043
Fees, Recoveries & Sundries	**(6,834)**	(15,163)
Depreciation	**4,084**	6,213
Governance Costs	**12,885**	10,915
	293,916	233,945

Governance Costs include accountancy and independent examiners fees of £2,000 (2020 £2,000), an estimate of time spent by the General and Finance Managers on governance matters and trustee related expenses, if any.

7 Trustees

None of the Trustees (or any persons connected with them) received any remuneration, benefits, or reimbursed expenses from the charity during the year.

8 Employees

Number of employees

The average monthly number of employees for full time equivalent during the year was:

	2021	2020
	Number	Number
Management	**2**	2
Administration	**2**	2
Charity support	**14**	10
	18	14

Employment costs	**2021**	2020
	£	£
Wages and salaries	**381,040**	292,861
Social security	**17,661**	20,432
Pension costs	**4,153**	3,114
	402,854	316,407

The average monthly number of employees for actual head count during the year are 14.54 (2020: 14.08).

There were no employees whose annual emoluments were £60,000 or more (2020: nil).

The emoluments of key management personnel amounted to £61,260 (2020: £58,766).

With effect from 1st June 2016, a Workplace Pension Scheme was established by the Trustees in compliance with applicable regulations.

9 Tangible fixed assets

	Equipment	Total
At 31 March 2020		
Cost	**£**	**£**
At 1 April 2020	**27,045**	**27,045**
Additions	**2,346**	**2,346**
Disposals	**-**	**-**
At 31 March 2021	**29,391**	**29,391**
Depreciation		
At 1 April 2020	**17,527**	**17,527**
Charge for the year	**4,083**	**4,083**
Disposals	**-**	**-**
At 31 March 2021	**21,610**	**21,610**
Net book value		
At 31 March 2021	**7,781**	**7,781**

10 Debtors

	2021	2020
	£	£
Trade debtors	**31,541**	15,875
Prepayments and accrued income	**2,942**	4,905
	34,483	20,780

11 Creditors: amounts falling due within one year

	2021	2020
	£	£
Trade creditors	**2,482**	1,037
Accruals and deferred income	**68,629**	8,117
	71,111	9,154

Income of £64,468 (2020: £4,500) has been deferred as it relates to activities that will be undertaken in the subsequent financial year. Previously deferred income of £4,500 (2019: £13,690) was released in the year.

12 Share capital

The company is incorporated in England and Wales as limited by guarantee and therefore has no share capital. Every member undertakes to contribute such amount as may be required (not exceeding £1). The number of organisations 31 March 2021 was 454 of which 123 were member organisations (2020: 124). This reflects Wokingham and Bracknell organisations.

13 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes.

		Movement in funds			
	Balance at 01-Apr-20	Incoming resources	Resources expended	Transfers	**Balance at 31-Mar-21**
	£	£	£	£	**£**
LSCB 20/21	283	-	283	-	**-**
Wokingham Men's Shed 20/21	3,595	-	1,261	-	**2,334**
Supported Volunteering 20/21	15,122	9,135	11,754	-	**12,503**
Bracknell Training 20/21	2,205	12,500	15,182	500	**23**
Community Navigation Wokingham 20/21	6,099	45,054	41,958	-	**9,195**
Volunteer Passport Scheme 20/21	9,101	15,385	10,907	-	**13,579**
Wok Health & Wellbeing Advisor 20/21	110	61,848	56,725	-	**5,233**
BF/WB Community Resilience 20/21	14,026	150	6,421	-	**7,755**
Cancer Champions 20/21	7,893	13,703	22,577	1,000	**19**
WBC Winter Pressures Navigator 20/21	11,691	17,000	16,942	(11,749)	**-**
Future Leaders 20/21	-	1,200	2,718	10,000	**8,482**
BCF Covid response	-	5,000	5,000	-	**-**
	70,125	180,975	191,728	(249)	**59,123**

Each of these funds is the result of a grant to the company for a specific purpose. The uses to which these funds may be applied is set out in the company's bid or the grant-making bodies' letter of grant. The company is subject to differing accountability requirements from the grant making bodies. Details of the grant making bodies and purposes of Restricted Funds are set out in the following table.

Name	Grant making body	Purposes
Bracknell Training	Bracknell Forest Council	To arrange and deliver training for volunteers, charities & community groups and individuals in Bracknell Forest.
Community Navigation	Wokingham Borough Council	Signposting people to help and support from charities & community groups.
Specialist Volunteer & Community Choices Co-ordinator	Berkshire Community Foundation, Victoria Hall Fund	Enabling people with additional needs to volunteer or get better connected with their local communities.
Volunteer Passport, Projects & CSR	Berkshire Community Foundation, Boehringer Ingelheim, Syngenta, CAF Bank	A partnership project enabling groups using volunteers to work together, avoid duplication, share training opportunities amongst volunteers and upskill volunteers to contribute widely to their communities.
Community Resilience Bracknell	Bracknell Forest Council, Police Crime Commissioners Fund	To look at and instigate projects that increase Community Resilience.
Community Resilience Wokingham	Wokingham Community Safety Partnership	Undertaking listening events and surveys to listen to the community regarding resilience and safety.
Winter Pressures Community Navigator	Wokingham Borough Council	Supporting Adult Social Care over the winter period, providing Community Navigation within the WBC Duty team.
Cancer Champions, Support Network	Wokingham Borough Council, Get Berkshire Active, The Card Factory	To extend and develop the Cancer Support Network in the Wokingham Borough.
Voluntary Sector Development	Wokingham Borough Council	To build capacity to support the Wokingham Hub Development.
Social Prescribing, Health & Wellbeing	Wokingham North PCN	Support GP patients in the North of Wokingham Borough to find alternative help and support to improve Health and Wellbeing.
Future Leaders	Victoria Hall Fund	Future Leaders Training Modules

14 Analysis of net assets between funds

Fund balances at 31 March 2021 are represented by:	Unrestricted	Restricted	Total funds
	£	£	£
Tangible fixed assets	7,781	-	7,781
Current assets	275,592	59,123	334,715
Creditors: amounts falling due within one year	(71,111)	-	(71,111)
	212,262	59,123	271,385

15 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2021	2020
	£	£
Within one year	3,216	-
Between two and five years	9,648	-
	12,864	-

16 Related party transactions

There were no disclosable related party transactions during the year (2020: none).