

Voluntary Action North Somerset Limited
(A Charitable Company Limited by Guarantee)

Annual Report and Financial Statements

For the Year Ended 31 March 2023

Company Number: 03466492
Charity Registered in England and Wales Number: 1065916

Voluntary Action North Somerset Limited

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Voluntary Action North Somerset Limited

Reference and Administrative Details

For the Year Ended 31 March 2023

Charity Name Voluntary Action North Somerset Limited

Trustee Directors D Lloyd-Evans
N Salter
S Shillabeer
L Sweeney
L Wormald Kelly
L Bowen

Chief Executive M Gardner

Registered Office Weston Court
Oldmixon Crescent
Weston-Super-Mare
North Somerset
BS24 9AU

Independent Examiner Michelle Ferris FCA
Albert Goodman LLP
Goodwood House
Blackbrook Park Avenue
Taunton
Somerset
TA1 2PX

Bankers CAF Bank
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

Voluntary Action North Somerset Limited

Trustee Directors' Report

For the Year Ended 31 March 2023

The trustees, who are also directors for the purposes of the Companies Act, present their report and the unaudited financial statements of the charity for the year ended 31 March 2023.

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 memorandum and articles of association, the Statement of Recommended Practice (SORP FRS 102- implemented 1 January 2019), and are in accordance with the special provision relating to small companies within Part 15 of the Companies Act 2006.

Structure, governance and management

Governing document

The charity is controlled by its governing document, dated 30th November 1997, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006. In the event of the company being wound up, members liability is restricted to £10. The charity, commonly known as VANS, is a registered charity number 1065916 and a company limited by guarantee number 03466492.

Recruitment and appointment of new trustees

The directors of the company are also charity trustees for the purpose of charity law. The following trustees served during the year and since the year end:

D Lloyd-Evans

N Salter

K Scott

(Resigned 24 September 2022)

S Shillabeer

M Harriott

(Appointed 26 September 2022 at AGM & resigned 30 August 2023)

L Sweeney

(Co-opted 21 November 2022)

L Wormald Kelly

(Appointed 26 September 2022 at AGM)

L Bowen

(Co-opted 17 October 2022)

Trustees are normally appointed for a three-year term which is renewable. Processes for the election of the trustees are covered by the Articles and there is a policy and procedures for the co-option of the trustees.

We seek to have a board of trustees which has a good understanding of the voluntary, community, faith and social enterprise sector (VCFSE) and is representative of our diverse membership. In addition, we seek to have trustees with relevant business experience to ensure that we are compliant with our fiduciary responsibilities. Trustees can be co-opted or elected at the AGM. No external body has the right to appoint trustees.

Induction and training of new trustees

To help Trustees understand their role and responsibilities an induction pack has been developed that supports trustees new to the role. The Chair conducts an annual 'conversation' with each trustee and holds trustee seminars covering relevant issues and two Trustee Away Days. Trustees are encouraged to keep themselves up to date with Charity legislation, through relevant third-party websites and through attending training when required.

Organisational structure

Voluntary Action North Somerset is overseen by the Board of Trustees. As charity trustees, they are responsible for complying with all relevant legislation applicable to charities. This includes the registration, keeping proper accounts and making returns to the Charity Commission as appropriate. The Committee meets a minimum of four times a year to review performance and key risks with additional ad-hoc meetings being held if required.

Voluntary Action North Somerset Limited

Trustee Directors' Report

For the Year Ended 31 March 2023

Day-to-day responsibility for the running of the organisation is delegated to the Chief Executive Officer and the team of paid employees.

Wider network

Whilst maintaining its independence, VANS works together with many other organisations - local, regional, and national to achieve its objectives. These include but are not exclusive to North Somerset Leaders Forum, North Somerset Wellbeing Collective, BNSSG Integrated Care Partnership, North Somerset Council and Sirona Care and Health. VANS as an organisation is viewed as a champion for meaningful collaborative partnership working.

Related parties

The charity is a member of The National Association for Voluntary and Community Action (NAVCA) and the National Association of Voluntary Organisations (NCVO), incorporating Volunteer England.

As agreed by the board of trustees, the Chief Executive holds the position of Director of the North Somerset Wellbeing Collective.

Risk Management

The trustees have a duty to identify and review risk to which the charity is exposed and to ensure appropriate mitigations are in place to provide reasonable assurance against malpractice and error. The Board of Trustees has identified the major risks to which they believe the organisation may be exposed, these are reviewed dependent on need and systems implemented to mitigate against them.

The main areas of risk that have been identified are:

- Failure to achieve long-term financial sustainability – although much of this is determined by the continuation of ongoing contracts, a pipeline of projects aligning to the charity's strategic ambitions is regularly monitored by trustees.
- Inability to meet the changing needs and expectations of funders, clients, and the public – this is a continual risk, reviewed regularly with sense checks undertaken on CEO and through individual and team performance. Relationship management and regular feedback from relevant stakeholders enables the charity to monitor quality and visibility of its services.
- Non-compliance with legal frameworks – as an accredited volunteer centre, our ability to meet the requirements of our awarding body and the opportunity for re-accreditation are vital to maintain such status. An in-year internal evaluation is undertaken of all systems, processes, and policies to ensure adherence.
- Financial mismanagement, inaccuracies, or non-compliance with regulatory standards, which could lead to financial losses, legal penalties, and damage to the company's reputation - an in-house bookkeeper is employed to oversee internal financial management alongside our treasurer. An independent examiner from Albert Goodman has been appointed to perform the examination in this financial year.
- Inadequate and non-compliant governance and policies – to maintain a functional board, additional trustees will be recruited with suitable skills and experience to support the strategic direction of the charity. Alongside this, governance and policy reviews will ensure that the charity demonstrates best practice in all we do.
- Global pandemics – Having learnt from COVID-19 the board has consistently taken steps to consider mitigations against the known and potential risks stemming from any ongoing challenges of a Global pandemic.

Voluntary Action North Somerset Limited

Trustee Directors' Report

For the Year Ended 31 March 2023

Objectives and Activities

Vision, Aims and Objects

VANS work towards the "Vision" that:

Everyone in North Somerset will be encouraged and supported **to engage in** some form of **volunteering**, supporting people in communities around them, whilst enhancing their own health and well-being.

Our "Mission Statement":

To **represent**, **develop** and **empower** the voluntary, community, faith, and social enterprise sector in North Somerset, to be at the forefront of positive social change and development.

The charity's objects and principal activities are to:

Promote any charitable purposes for the benefit of the community in the area and in particular the advancement of education, the protection of health and the relief of poverty sickness and distress. Promote and organise co-operation in the achievement of the above purposes and to that end:

- a) to advise and support persons willing to volunteer.
- b) to promote volunteering and community involvement.
- c) to promote advise and support voluntary and community organisations.
- d) to bring together representatives of voluntary and community organisations and statutory authorities within the area of benefit.
- e) to cooperate and work in partnership with other organisations and statutory authorities.
- f) to represent the interests of voluntary and community organisations.

Public benefit

VANS as an organisation meets the Charity Commission's public benefit criteria under both the advancement of citizenship and community development headings. All projects delivered by VANS are designed by funders to deliver specific public benefit.

The trustees state that they have complied with their duty to have due regard to the commissions public benefit guidance when exercising any powers or duties to which guidance is relevant. The trustees also confirm that they have complied with section 17(5) of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission.

Achievement and Performance

Charitable activities

As the umbrella or infrastructure organisation for the Voluntary, Community, Faith, and Social Enterprise (VCFSE) sector in North Somerset, VANS plays a crucial role in supporting charitable, community interest, and unconstituted groups to address the needs of people in our communities. VANS has four key purposes:

- Advocating for the VCFSE sector and nurturing strong leadership within the VCFSE sector through strengthening the VCFSE voice and influencing key decision-makers and funders to deliver policies that promote social justice, equality, and community impact.
- Developing partnerships and collaborations to amplify the sector's collective voice and build networks of local organisations to drive effective and impactful joint working.
- Enhancing the capabilities and sustainability of VCFSE organisations and individuals, through providing training, guidance, and supporting capacity-building initiatives.
- Promoting and facilitating volunteering opportunities, recognising the significant contributions of volunteers who play a pivotal role in creating positive change within the North Somerset communities we serve.

Key achievements

This year VANS said goodbye to Chief Executive, Paul Lucock and welcomed Mandy Gardner as the new Chief Executive in October 2022. Paul was instrumental in leading VANS through the very difficult years of COVID-19 and was hugely successful at forming partnerships and collaborations enabling VANS to grow as an organisation and play a larger role in supporting the VCFSE sector in North Somerset. Paul's leadership has put VANS in a strong position to support and build a sustainable and thriving VCFSE sector in North Somerset.

This year saw successes with funding achieved from multiple sources to build and develop volunteer provision throughout Bristol, North Somerset and South Gloucestershire (BNSSG), alongside achieving funding to enable VANS to better support communities through our Capacity Builders programme, supporting Equalities, Diversity and Physical activity, Ageing Well and Volunteering. The charity also delivered bid writing sessions to 59 individuals representing the VCFSE sector through the Shared Prosperity Fund.

VANS received funding from 15 different sources to enable the delivery of services to communities across North Somerset and further afield. VANS team is currently at 11.8 FTE. These roles enable VANS to meet demand on directly delivered volunteer services and to provide additional direct support to further enable the empowerment of the VCFSE sector in North Somerset.

The pipeline of projects for 2022-23 has strengthened the position of the VANS to further secure its position through the next financial year.

Please see our Impact Report for more examples of the impact that VANS has had this year. Here is a flavour of the impact that VANS has had this year against our four key purposes.

Voluntary Action North Somerset Limited

Trustee Directors' Report

For the Year Ended 31 March 2023

Leadership and Advocacy

By providing a collective voice for the sector, VANS has influenced key local and national decisions and policies, ensuring that the contributions of VCFSE organisations are recognised and valued. VANS has actively participated in cross-sector initiatives, advocating for a collaborative approach to addressing complex social issues and promoting sustainable development. VANS has identified key issues, challenges, and opportunities, and has worked with stakeholders to develop plans and initiatives that align with the VCFSE sector's priorities. VANS has worked directly with commissioners, funders and the VCSE sector to expand provision to meet changing demand and identified new opportunities where possible.

This year, through our role on the Integrated Care Board and as Locality Lead within Weston, Worle and villages, VANS, with our VCFSE partners, has been active in helping to shape the relationship between health and the voluntary sector.

Partnerships and Collaborations

VANS has fostered collaborations among VCFSE organisations. VANS has facilitated knowledge sharing, resource pooling, and joint project development, leading to increased impact and positive outcomes for North Somerset communities. Working in collaboration with academic institutions has enabled evidence-based practices, ensuring that initiatives are guided by research and data. VANS continues to actively participate in regional and national networks, contributing to collective efforts to address pressing societal challenges.

This year VANS has led on the formation of the Befriending Alliance and the Ageing Well Forum, to bring together VCFSE partners to further support and promote the development of their services across North Somerset.

Capacity Building

Capacity building remains a core objective for VANS, through enhancing the capabilities and sustainability of VCFSE organisations and individuals within the sector. VANS' workshops and forums have helped equip individuals with valuable skills and knowledge, enabling them to lead and manage their organisations effectively. We have provided guidance and support to strengthen the governance structures and of VCFSE organisations, promoting best practices and accountability. By supporting leaders, VANS ensures a robust pipeline of skilled individuals dedicated to driving positive change in North Somerset.

This year as part of the UK Community Renewal Fund, North Somerset received government funding to focus on the development of community hubs across North Somerset. VANS working in partnership with VCFSE colleagues enabled the development of four physical community hubs driven by the needs of the communities around them.

Volunteering

Volunteering remains at the heart of VANS' work. VANS has connected enthusiastic volunteers with meaningful opportunities, aligning their skills with the needs of VCFSE organisations. VANS commitment to recognition has helped to foster a positive and rewarding volunteering experience, attracting more individuals to engage in community service. VANS acknowledges the significance of volunteering as a pathway to employment, and supporting employability through volunteering has opened new possibilities for residents seeking to build their skills and gain experience.

This year VANS has invested in a new online Volunteer Centre. This has enabled both volunteers and VCFSE organisations to have easier access to opportunities and has added a new volunteer bank that VCFSE organisations can draw from.

Voluntary Action North Somerset Limited

Trustee Directors' Report

For the Year Ended 31 March 2023

Financial Review

Financial performance through 2022-23 financial year was significantly improved through the delivery of new volunteer contracts across North Somerset and further afield. VANS has been successful in recruiting skilled individuals to deliver these contracts throughout the year. The flexibility of the whole VANS team together with that of our key contract funders has continued to enable delivery to be effective, high quality and with VANS remaining as the main focal point for infrastructure in North Somerset.

A breakdown of the charity's income streams, and expenditure is set out within the accounts and explained within the Impact Report for 2022-2023.

Overall, with the support of our key contract funders and the continued growth in volunteer service delivery, the financial position of the organisation remained in a stable position.

Reserves policy

The Trustees annually review the reserves policy and continue to plan to hold reserves to protect the organisation and delivery of its charitable programmes by providing time to adjust to changing financial circumstances.

Unrestricted general reserves are needed to deal with expenditure which could arise, and which is not provided for either in the annual budgeting process or as a result of a significant loss of revenue income.

Whilst VANS is able to report an improved financial position and the trustees consider that the organisation is now on firm financial footing, the trustees are conscious that pressures on funders, both contracts and grant givers, along with key risks such as a global pandemic could lead to financial pressure for the organisation in the coming years.

The trustees, therefore consider it a prudent objective that the aim, long term, should be to hold Operating reserves at the current level of 12 months of charitable expenditure as set out on the budget for the forthcoming year – circa £400k.

Investment Policy

VANS Income and Expenditure is small and as a consequence, the organisation does not have sufficient funds to invest in longer-term investments such as stocks and shares. The Organisation has therefore adopted a low-risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies. Reserves and funding received in advance for projects are held in an interest-bearing deposit account with our bankers, Charities Aid Foundation Bank.

Principle Funding Sources

The principal funding sources for the charity were commissions from North Somerset Council, North Bristol NHS Trust and Sirona Care and Health. The funding from these bodies was for delivery of services. Additional income was generated from the range of projects undertaken by the charity throughout the year.

There are no related party transactions and all principal funding sources are shown in the notes of the financial activities.

Plans for future periods

VANS Strategic Plan for 2023-24 is focussed on our role in capacity building, whilst maintaining a pipeline of projects which meet the charity's overall objectives and/or address demand where need is identified. VANS' aim, as always, is to work in partnership and source investment to build a thriving VCFSE sector for North Somerset.

VANS' team is its main asset, in line with this VANS will continue to develop its people, trustees and volunteers to achieve positive outcomes for the individuals and organisations that it represents.

As with last year, VANS focus for the coming year in line with our current strategic plan will be to:

- Advocate for the VCFSE sector in North Somerset to key stakeholders and funders.
- Through a person-centred approach, enable residents to have a strong voice, ensuring the needs of individuals are met locally.
- Strengthen the infrastructure offer, providing VCFSE's with timely support and guidance.
- Further VANS outreach through capacity building, proactive communications and asset-based community development.
- Expand VANS project base and partnership opportunities to raise the profile of volunteers.
- Be the catalyst for change by helping to maximise the potential of longer-term funding to the sector.
- Develop partnerships and collaborations to amplify the sector's collective voice and build networks of local organisations to drive effective and impactful joint working.

As the VCFSE infrastructure body for North Somerset VANS continues to work directly with commissioners, funders and the VCFSE sector to expand provision to meet changing demand and identify new opportunities where possible.

Our strategic role in influencing will be vital to stabilising, securing and strengthening opportunities for the sector as we move through the next year.

Voluntary Action North Somerset Limited

Trustee Directors' Report

For the Year Ended 31 March 2023

Statement of Trustees Responsibilities

The trustees (who are also directors of Voluntary Action North Somerset for the purposes of company law) are responsible for preparing the Trustees' Report (incorporating the directors' report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- 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 charitable company will continue in business.

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

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

This report has been prepared in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Approved by order of the board on 11 September 2023 and signed on their behalf by:

D Lloyd-Evans
Trustee

N Salter
Trustee

Voluntary Action North Somerset Limited

Independent Examiners' Report to the Members and Trustees

For the Year Ended 31 March 2023

Independent examiners report to the Trustees of Voluntary Action North Somerset Limited

I report to the charity trustees on my examination of the accounts of Voluntary Action North Somerset Limited ("the Company") for the year ended 31 March 2023.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

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

Michelle Ferris BSc (Hons) FCA DChA
Albert Goodman LLP
Goodwood House
Blackbrook Park Avenue
Taunton
Somerset
TA1 2PX

Date: 4 December 2023

Voluntary Action North Somerset Limited

Statement of Financial Activities (including an Income and Expenditure account)

For the Year Ended 31 March 2023

	Notes	Unrest- ricted Funds £	Rest- ricted Funds £	Total 2023 £	Unrest- ricted Funds £	Rest- ricted Funds £	Total 2022 £
Income from:							
Donations and general grants	2	10,025	8,088	18,113	-	466	466
Charitable activities	3	207,596	564,546	772,142	188,512	544,717	733,229
Investment income	4	1,146	-	1,146	18	-	18
Total income		218,767	572,634	791,401	188,530	545,183	733,713
Expenditure on:							
Charitable expenditure	5	87,828	536,158	623,986	147,724	268,257	415,981
Total expenditure		87,828	536,158	623,986	147,724	268,257	415,981
Net income/(expenditure) before transfers		130,939	36,476	167,415	40,806	276,926	317,732
Transfer between funds	11	76,953	(76,953)	-	25,651	(25,651)	-
Net movement in funds		207,892	(40,477)	167,415	66,457	251,275	317,732
Reconciliation of funds							
Fund balances at 01 April 2022		151,560	273,637	425,197	85,103	22,362	107,465
Fund balances at 31 March 2023	11	359,452	233,160	592,612	151,560	273,637	425,197

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

The statement of financial activities incorporates the income and expenditure account.

Voluntary Action North Somerset Limited - Company Registration Number: 03466492**Balance Sheet**

As at 31 March 2023

	Notes	2023 £	2022 £
Fixed assets			
Tangible fixed assets	7	-	-
Current assets			
Debtors	8	271,922	226,078
Cash at bank and in hand	9	388,665	291,665
		<u>660,587</u>	<u>517,743</u>
Creditors			
Amounts falling due within one year	10	<u>(67,975)</u>	<u>(92,546)</u>
Net current assets		<u>592,612</u>	<u>425,197</u>
Net assets		<u><u>592,612</u></u>	<u><u>425,197</u></u>
Funds			
Unrestricted funds			
General funds	11	336,584	128,692
Designated funds	11	22,868	22,868
		<u>359,452</u>	<u>151,560</u>
Restricted funds	11	<u>233,160</u>	<u>273,637</u>
Net assets		<u><u>592,612</u></u>	<u><u>425,197</u></u>

These accounts have been prepared and delivered in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006 and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

For the year in question, the charitable company was entitled to exemption from an audit under section 477 of the Companies Act 2006.

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

The trustees/directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

Approved by the Board of Trustees for issue on 11 September 2023 and signed on their behalf by:

D Lloyd-Evans
Trustee

N Salter
Trustee

Voluntary Action North Somerset Limited
Statement of Cashflows
For the Year Ended 31 March 2023

		Total 2023 £	Total 2022 £
	Notes		
Cash flows from operating activities			
Net movements in funds for the year		167,415	317,732
Adjustments to cash flows from non-cash items			
Depreciation and amortisation	7	-	-
Finance income	4	(1,146)	(18)
		<u>166,269</u>	<u>317,714</u>
Working capital adjustments			
(Increase)/decrease in debtors	8	(45,844)	(166,199)
Increase/(decrease) in creditors	10	(24,571)	(63,541)
		<u>95,854</u>	<u>87,974</u>
Net cash flow from operations			
Cash flows from investing activities			
Interest received	4	1,146	18
		<u>97,000</u>	<u>87,992</u>
Net increase/(decrease) in cash and cash equivalents			
Reconciliation of net debt			
Cash and cash equivalents at the beginning of the reporting period		291,665	203,673
Net increase/(decrease) in cash and cash equivalents		<u>97,000</u>	<u>87,992</u>
Cash and cash equivalents at the end of the reporting period		<u>388,665</u>	<u>291,665</u>

Voluntary Action North Somerset Limited

Notes to the Financial Statements

For the Year Ended 31 March 2023

1 Accounting Policies

1.1 General information and basis of accounting

Voluntary Action North Somerset is a company limited by guarantee incorporated in the United Kingdom under the Companies Act. The maximum liability of each member is limited to £10. The address of the registered office is given on page 2. The nature of the charity's operations and its principal activities are set out in the Trustees report on pages 3-10.

The financial statements have been prepared in £ sterling on the historical cost basis and 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)- (Charities SORP (FRS 102)) and the Companies Act 2006.

The charity 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.

1.2 Income

All income is included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income. The valuation of donated services is not quantified within the Statement of Financial Activities.

Donation income is received by way of general grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable.

Income from grants, relating to specifically the provision of goods or services as part of charitable activities or services to clients are included in full in the Statement of Financial Activities when receivable and in the period in which they relate to. Grants are deferred when the monies have been received in advance of the period in which they relate to.

Other trading activities income includes income relating to fundraising and is included in the Statement of Financial Activities when receivable.

Investment income is included when receivable.

1.3 Government grants

Government grants are accounted for when unconditionally due and reasonable assurance can be gained that it will be received. Where funds are received in advance, for a specified period, these funds are deferred and recognised in the period to which they relate. Where funds have not been received in a specified period, these funds will be accrued in debtors and recognised in the period to which they relate. Not all grants received have conditions and performance indicators attached, where this is the case, the income is included within donations. Performance related grants are included within Charitable Activities income.

1.4 Donated services

In accordance with the Charities SORP (FRS 102), unpaid volunteer time is not recognised in the financial statements. Where services have been donated to the charity, these are recognised on the basis of the value of the gift to the charity, with a corresponding entry in both donations income and the relevant expenditure line.

Voluntary Action North Somerset Limited

Notes to the Financial Statements

For the Year Ended 31 March 2023

1.5 Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. All expenditure is gross of VAT which cannot be recovered and is reported as part of the expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services to its clients. Direct costs are allocated to such activities and those costs of an indirect nature necessary to support them are shown as contributions to core expenditure.

Other support costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

1.6 Fixed assets

Depreciation is calculated to write off the cost of fixed assets over their estimated useful lives at the following rate:-

Fixtures and fittings – 20% per annum straight line basis

Fixed assets are valued at cost less depreciation.

1.7 Debtors

Accrued income is recognised at the settlement amount due and prepayments are valued at the amount prepaid.

1.8 Cash at bank and in hand

Cash at bank and in hand comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

1.9 Creditors

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

1.10 Taxation

The organisation is a registered charity and is therefore not liable to corporation tax to the extent that income and gains are applied to the charitable objectives of the charity.

1.11 Pension contributions

The charity operates a defined contribution pension scheme. The scheme and its assets are held by independent managers. Contributions are recognised in the Statement of Financial Activities in the period in which they become payable in accordance with the rules of the scheme.

1.12 Allocation of costs

A pre-determined amount of overhead expenditure on each project is calculated and transferred from the project to overheads as a contribution.

Voluntary Action North Somerset Limited

Notes to the Financial Statements

For the Year Ended 31 March 2023

1.13 Fund accounting

General funds are unrestricted funds receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Designated funds are unrestricted funds assigned for specific purposes by the trustees.

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets this criterion is charged to the fund, together with a fair allocation of management and support costs.

1.14 Operating leases

Leases in which substantially all the risks and rewards of ownership are retained by the lessor are classified as operating leases. Rentals payable under operating leases are charged to the Statement of Financial Activities as incurred over the term of the lease.

1.15 VAT

The charity is not VAT registered and therefore all costs are inclusive of VAT.

2 Donations and general grants

	Unre- stricted funds	Rest- ricted funds	Total 2023	Unre- stricted funds	Rest- ricted funds	Total 2022
Donations						
Donations & gifts	10,025	8,088	18,113	-	466	466
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	10,025	8,088	18,113	-	466	466
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
The income above is made up of:						
Received in year	10,025	8,088	18,113	-	466	466
Deferred income carried forward	-	-	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	10,025	8,088	18,113	-	466	466
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

Where grants are received in advance, for a specified period, these funds are deferred and recognised in the period to which they relate.

Voluntary Action North Somerset Limited

Notes to the Financial Statements

For the Year Ended 31 March 2023

3 Incoming resources from charitable activities

	Unre-stricted funds £	Rest- ricted funds £	Total 2023 £	Unre- stricted funds £	Rest- ricted funds £	Total 2022 £
Grants:						
Ageing Well	-	76,800	76,800	-	-	-
Befriending	-	29,167	29,167	-	-	-
Big Lottery Fund / Reclaim	-	133,116	133,116	-	30,176	30,176
Adult Social Care and CCG*	-	-	-	11,040	-	11,040
Capacity Builders*	-	7,000	7,000	-	151,700	151,700
Care Homes*	-	29,300	29,300	-	-	-
Children's Centres*	-	-	-	-	19,324	19,324
Community Hubs*	-	41,417	41,417	-	44,463	44,463
Community Resilience	21,694	-	21,694	-	-	-
Social Lottery*	-	-	-	-	7,000	7,000
Bridging the Gap*	-	-	-	-	12,000	12,000
Equalities	-	10,000	10,000	-	5,000	5,000
Infrastructure Development*	27,598	-	27,598	-	27,598	27,598
C&YP Mental Health*	-	-	-	-	11,667	11,667
North Somerset Community Directory*	10,000	-	10,000	-	-	-
NSC Childrens Centre*	-	19,324	19,324	-	-	-
Mass Vaccination Centre	134,360	-	134,360	151,657	-	151,657
Mental Health Grants*	-	-	-	-	33,181	33,181
PCC for Avon and Somerset*	-	-	-	-	24,124	24,124
Pulse	-	-	-	-	5,000	5,000
Recovery Programme*	-	-	-	-	22,000	22,000
Sirona Care	-	30,860	30,860	-	32,490	32,490
SPF	-	6,000	6,000	-	-	-
St Modwens	-	-	-	-	10,750	10,750
Step Forward*	-	56,900	56,900	-	36,000	36,000
Ukraine Relief	-	48,122	48,122	-	-	-
	193,652	488,006	681,658	162,697	472,473	635,170

Continues Below:

Voluntary Action North Somerset Limited

Notes to the Financial Statements

For the Year Ended 31 March 2023

	Unre-stricted funds £	Rest- ricted funds £	Total 2023 £	Unre- stricted funds £	Rest- ricted funds £	Total 2022 £
Continued:						
b/fwd amounts	193,652	488,006	681,658	162,697	472,473	635,170
Flax Bourton Hub	200	-	200	5,794	-	5,794
Long Ashton Community Association	-	-	-	8,300	-	8,300
VCFSE Locality Lead Partnership	-	60,000	60,000	-	60,000	60,000
Wellbeing	-	-	-	-	8,750	8,750
Other grants < £5,000*	6,220	16,479	22,699	10,171	3,494	13,665
Other charitable activities:						
Advertising services	1,150	-	1,150	1,400	-	1,400
Consultation, events & training	6,374	61	6,435	150	-	150
	207,596	564,546	772,142	188,512	544,717	733,229
The income shown above is made up of:						
Received in year	204,596	534,800	739,396	181,512	498,251	679,763
Deferred income brought forward	3,000	72,843	75,843	10,000	119,309	129,309
Deferred income carried forward	-	(43,097)	(43,097)	(3,000)	(72,843)	(75,843)
	207,596	564,546	772,142	188,512	544,717	733,229

Where grants are received in advance, for a specified period, these funds are deferred and recognised in the period to which they relate.

* denotes amounts received from government. See note 14 for more information.

4 Investment income

	Unre- stricted funds £	Rest- ricted funds £	Total 2023 £	Unre- stricted funds £	Rest- ricted funds £	Total 2022 £
Bank interest	1,146	-	1,146	18	-	18

Voluntary Action North Somerset Limited

Notes to the Financial Statements

For the Year Ended 31 March 2023

5 Charitable expenditure

	Unres- tricted £	Res- tricted £	Total 2023 £	Unres- tricted £	Res- tricted £	Total 2022 £
Staff costs						
Staff salaries	65,468	280,280	345,748	161,631	111,693	273,324
Consultancy	-	10,000	10,000	8,560	1,500	10,060
Training	739	560	1,299	457	-	457
Travel	983	6,406	7,389	1	1,140	1,141
HR service	2,727	-	2,727	2,288	-	2,288
Other staff costs	5,917	5,389	11,306	5,743	1,820	7,563
Infrastructure costs						
Insurance	827	-	827	800	-	800
DBS	-	-	-	402	-	402
IT costs	10,472	25,096	35,568	5,698	1,397	7,095
Postage, printing and stationery	2,884	13	2,897	1,299	-	1,299
Rent and services charges	2,376	-	2,376	2,376	-	2,376
Telephone	6,951	-	6,951	5,292	122	5,414
Subscriptions	257	-	257	257	-	257
Direct project costs						
Project costs	4,580	125,323	129,903	5,897	80,318	86,215
Grants provided	1,580	50,401	51,981	-	-	-
Finance and governance costs						
Accountancy fees	11,667	-	11,667	6,096	-	6,096
Independent Examination fees	-	-	-	360	-	360
Legal and professional fees	35	-	35	35	-	35
Bank charges	72	-	72	95	-	95
Membership	1,174	-	1,174	260	-	260
Other costs						
Advertising & recruitment	1,416	-	1,416	515	50	565
Work wear	-	-	-	1,190	-	1,190
Sundry expenses	373	20	393	330	-	330
Expenses	-	-	-	95	-	95
Team Kinetico	-	-	-	2,676	-	2,676
Volunteer activity	-	-	-	344	-	344
Volunteer travel	-	-	-	5,244	-	5,244
	120,498	503,488	623,986	217,941	198,040	415,981
Contributions to core expenditure	(32,670)	32,670	-	(70,217)	70,217	-
	87,828	536,158	623,986	147,724	268,257	415,981

All grants provided were to institutions (partner organisations) as part of the funding conditions (2022 – none).

Voluntary Action North Somerset Limited

Notes to the Financial Statements

For the Year Ended 31 March 2023

6 Employees and employment costs

	2023	2022
	£	£
Wages and salaries	313,069	247,698
Employer's NI	27,715	21,131
Pension contributions	4,964	4,495
	<u>345,748</u>	<u>273,324</u>

Defined contribution pension scheme.

The company operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the company to the scheme and amounted to £4,964 (2022: £4,495). Contributions totalling £1,096 (2022: £1,076) were payable to the scheme at the end of the year and are included in creditors.

No individual employee was paid over £60,000 (2022: none).

No remuneration was paid to any Trustees during the year (2022: none). No expenses were reimbursed to the Trustees by the charity during the year (2022: none).

The key management personnel of the charity is considered to be the Chief Executive. The total costs to the charity of employee benefits (including employers national insurance but not employer pension contributions) for the key management personnel were £59,754 (2022: £48,851).

The average monthly head count was 14 staff (2022: 11 staff).

Voluntary Action North Somerset Limited

Notes to the Financial Statements

For the Year Ended 31 March 2023

7 Tangible fixed assets

	Fixtures & Fittings £	Total £
Cost		
As at 01 April 2022	35,332	35,332
Additions	-	-
Disposals	-	-
	<hr/>	<hr/>
As at 31 March 2023	35,332	35,332
	<hr/>	<hr/>
Depreciation		
As at 01 April 2022	35,332	35,332
Elimination on disposal	-	-
Charge for year	-	-
	<hr/>	<hr/>
As at 31 March 2023	35,332	35,332
	<hr/>	<hr/>
Net book value		
As at 31 March 2023	-	-
	<hr/>	<hr/>
As at 31 March 2022	-	-
	<hr/>	<hr/>

8 Debtors

	2023 £	2022 £
Trade debtors	271,922	226,078
	<hr/>	<hr/>
	271,922	226,078
	<hr/>	<hr/>

9 Cash at bank and in hand

	2023 £	2022 £
Bank balances	388,665	291,665
	<hr/>	<hr/>
	388,665	291,665
	<hr/>	<hr/>

Voluntary Action North Somerset Limited

Notes to the Financial Statements

For the Year Ended 31 March 2023

10 Creditors: Amounts falling due within one year

	2023	2022
	£	£
Trade creditors	1,802	3,564
Other creditors	16,056	11,519
Accruals & deferred income	50,117	77,463
	<u>67,975</u>	<u>92,546</u>

Deferred income

	2023	2022
	£	£
Deferred income at 01 April 2022	75,843	147,407
Released from previous years	(57,745)	(74,564)
Resources deferred in the year	24,999	3,000
Deferred income at 31 March 2023	<u>43,097</u>	<u>75,843</u>

Where grants are received in advance, for a specified period, these funds are deferred and recognised in the period to which they relate.

Voluntary Action North Somerset Limited

Notes to the Financial Statements

For the Year Ended 31 March 2023

11 Statement of funds

	Balance 01.04.22 £	Income £	Expenditure £	Transfers £	Balance 31.03.23 £
Unrestricted funds					
General unrestricted funds	128,692	218,767	(87,828)	76,953	336,584
Designated fund - integrated care	22,868	-	-	-	22,868
Total unrestricted funds	151,560	218,767	(87,828)	76,953	359,452
Restricted funds					
Healing Hearing:					
Reclaim Project	14,459	133,575	(78,745)	(15,460)	53,829
Bangladeshi Association	-	2,500	(2,500)	-	-
Ageing Well	-	76,800	(47,227)	25,227	54,800
Befriending	-	29,167	(8,386)	(2,114)	18,667
Bereavement - Bristol Uni	-	5,000	(1,731)	(3,269)	-
Capacity Builders	113,012	7,000	(40,640)	(61,272)	18,100
Community Hubs	33,555	41,417	(70,714)	(4,258)	-
Children & Young People's Group	2,692	-	-	-	2,692
Care Homes	-	29,300	-	-	29,300
Community Learning	-	980	-	-	980
Equalities	-	11,500	(32,480)	22,080	1,100
NAVCA - Cost of Living	-	5,000	(5,111)	111	-
NS children centre volunteer co-ordinator	-	19,324	(14,997)	(4,327)	-
NHS BNSSG	1,494	-	-	-	1,494
Pulse	5,000	-	-	-	5,000
Refugees	-	4,999	(1,744)	(175)	3,080
Mental Health Grants	63,181	-	(60,001)	(3,180)	-
Sirona Care	-	30,860	(24,595)	(6,265)	-
Shared Prosperity Fund (SPF)	-	6,000	(5,352)	(510)	138
St Modwens	895	-	(486)	(409)	-
Step Forward / Recovery	26,031	56,900	(40,988)	(8,312)	33,631
Ukraine Relief	3,318	52,209	(36,462)	(8,820)	10,245
VCFSE Locality Lead Partnership (LLP)	10,000	60,103	(63,999)	(6,000)	104
Total restricted funds	273,637	572,634	(536,158)	(76,953)	233,160
Total funds	425,197	791,401	(623,986)	-	592,612

Voluntary Action North Somerset Limited

Notes to the Financial Statements

For the Year Ended 31 March 2023

11 Statement of funds- prior year

	Balance 01.04.21 £	Income £	Expenditure £	Transfers £	Balance 31.03.22 £
Unrestricted funds					
General unrestricted funds	85,103	188,530	(147,724)	2,783	128,692
Designated fund - integrated care	-	-	-	22,868	22,868
Total unrestricted funds	85,103	188,530	(147,724)	25,651	151,560
Restricted funds					
Healing Hearing:					
Big Lottery	-	30,516	(23,981)	7,924	14,459
PCC for Avon & Somerset	-	24,124	(16,200)	(7,924)	-
Big Lottery Covid-19	-	-	(8,655)	8,655	-
Bridging the Gap	10,461	12,000	(15,306)	(7,155)	-
Capacity Builders	-	151,700	(2,438)	(36,250)	113,012
Community Hubs	-	44,463	(8,409)	(2,499)	33,555
Children & Young People's Group	-	11,667	(8,975)	-	2,692
Children's Centres Co-ordinator	-	19,324	(19,324)	-	-
Equalities	-	5,000	(15,361)	10,361	-
ICS Police	500	-	(500)	-	-
Infrastructure development	-	27,598	(27,598)	-	-
N. Som NHS Trust	11,401	-	-	(11,401)	-
Wellbeing	-	-	(23,537)	23,537	-
Social Lottery	-	7,000	(7,000)	-	-
N. Som Together Fund	-	-	(653)	653	-
NHS BNSSG	-	1,494	-	-	1,494
Pulse	-	5,000	-	-	5,000
Quartet CF - Covid Response	-	8,750	-	(8,750)	-
Mental Health Grants	-	33,181	-	30,000	63,181
Recovery Programme	-	22,000	(22,071)	71	-
Sirona Care	-	32,490	(32,490)	-	-
St Modwens	-	10,750	(9,855)	-	895
Step Forward	-	36,000	(9,898)	(71)	26,031
Ukraine Relief	-	2,126	-	1,192	3,318
VCS LLP	-	60,000	(16,006)	(33,994)	10,000
Total restricted funds	22,362	545,183	(268,257)	(25,651)	273,637
Total funds	107,465	733,713	(415,981)	-	425,197

- The general unrestricted fund represents the unrestricted funds of the charity at the year end.
- The Big Lottery Healing Hearing fund provides restricted funding for two self-employed counselling co-ordinators, together with a contribution towards the running costs for this project.

Voluntary Action North Somerset Limited

Notes to the Financial Statements

For the Year Ended 31 March 2023

- Big Lottery Covid19 refers to funding received from The National Lottery Community Fund to maintain the core service offer, to enhance the Reclaim numbers and launch an Autism Family Support pilot through Bridging the Gap Together! during the Covid19 pandemic.
- The Bridging the Gap fund provides restricted funding to provide mentoring opportunities for young people, and to support a minimum of six events through the year for young people and parents/carers, in order to enhance confidence and recognise their positive contribution to society.
- CAF Bank refers to funding received from Charities Aid Foundation from the Coronavirus Emergency Fund to build on the VANS Community Response through Covid19 pandemic.
- Capacity Builders fund is used to enable growth to build on and develop areas of the community to meet the needs identified.
- Community Hub funding was received from North Somerset Council to help with problems caused by Covid-19 pandemic and are to be spent on either investment on skills, local businesses, communities or supporting people into employment.
- The Children and Young People's Group Fund, and Mental Health Fund, represent restricted funding to identify and address key challenges being faced in this sector.
- C&YP Wellbeing funding was received from North Somerset Council to build on the work of the Children, Young People and Families Forum enabling a review of VCSE activity and starting to build a network of Trusted Relationships.
- The Children's Centre Co-ordinator represent restricted funding for the employment of a volunteer co-ordinator, and to provide volunteering opportunities in Children's Centres across North Somerset.
- Infrastructure Development is funds received from North Somerset Council to support infrastructure development against a Service Level Agreement.
- The North Somerset Community Partnership Fund represents restricted funding to support a Community Health Volunteer post and the provision of related services.
- North Bristol NHS Trust funding is for the delivery of the vaccination volunteers programme across Bristol, North Somerset and South Gloucestershire (BNSSG) from April 2021.
- The People and Communities fund is amounts from North Somerset Council to support strategic people and communities infrastructure development.
- Quartet CF – Covid Response is funding received from Quartet Community Foundation from the Coronavirus Emergency Fund to enable the development and delivery of the VANS Community Response at the start of the Covid19 pandemic.
- Recovery Programme is a restricted fund from North Somerset Council to be spent on employing someone to support people with substance misuse problems.
- Sirona Care is funding received for the coordination of the Sirona care and health community health volunteers programme.
- The Step forward fund, is a restricted fund from North Somerset Council to be spent on employing someone to support people with substance misuse problems.
- The Wessex Water Money Matters grant provides restricted funding to deliver training which helps people to improve their financial capability and encourage responsible payment behaviour for the services they receive, with the desire to make a long-term difference to the target beneficiaries.
- VCFSE Locality Lead Partnership is funding from Sirona Care, to provide input and leadership for the Voluntary Community and Social Enterprise (VCSE) programme as part of the Health and Wellbeing Programme for the NHS.

Note – transfers have been made where funds have been released to core. These are either within the terms of the grant agreements/contracts or with the agreement of funders.

Voluntary Action North Somerset Limited

Notes to the Financial Statements

For the Year Ended 31 March 2023

12 Analysis of net assets between funds

	Unre- stricted funds £	Rest- stricted funds £	Total 2023 £	Unre- stricted funds £	Rest- stricted funds £	Total 2022 £
Tangible assets	-	-	-	-	-	-
Current assets	234,073	426,514	660,587	171,263	346,480	517,743
Current liabilities	(24,878)	(43,097)	(67,975)	(19,703)	(72,843)	(92,546)
	<u>359,452</u>	<u>233,160</u>	<u>592,612</u>	<u>151,560</u>	<u>273,637</u>	<u>425,197</u>

13 Financial commitments

At 31 March 2023 the charity was committed to making the following payments under non-cancellable operating leases:

	2023		2022	
	Land and buildings £	Other £	Land and buildings £	Other £
Less than 1 year	-	1,512	594	1,512
1 – 5 years	-	1,890	-	3,402
Greater than 5 years	-	-	-	-
	<u>-</u>	<u>3,402</u>	<u>594</u>	<u>4,914</u>

14 Government grants

Income from government grants comprise grants made by local authorities to fund the principal activities and objectives of the charity via core funding and funding for specific restricted projects. No performance related grants recognised in income have had any unfulfilled conditions or any other contingencies attaching to them. See note 3 for more information.

15 Company limited by guarantee

The company was incorporated as a company limited by guarantee and has no share capital. The guarantee to the company is £10 per member on the winding up of the company. At 31 March 2023 the company had five members and the total amount guaranteed is therefore £50.