

ASHFORD VOLUNTEER CENTRE

England & Wales · Charity number 1066765

Details

Other names	CENTRE FOR VOLUNTARY ORGANISATIONS (ASHFORD DISTRICT) LTD
Status	Registered
Legal form	Charitable company
Company number	03464057
Registered	1997-12-09
Register	View on the Charity Commission register

Contact

Address	Ashford Volunteer Centre Berwick House 8 Elwick Road Ashford TN23 1PF
Phone	01233665535
Email	manager@ashfordvc.org.uk
Website	www.ashfordvc.org.uk

Activities

Objects: TO PROMOTE AND IMPROVE THE EFFICIENCY AND EFFECTIVENESS OF CHARITIES AND ORGANISATIONS WHOSE PURPOSES ARE CHARITABLE IN DIRECT PURSUIT OF THEIR OBJECTS INCLUDING BY:(A) THE PROVISION OF OFFICE ACCOMMODATION AND ANCILLARY FACILITIES; (B) ADVISING AND GUIDING PERSONS WILLING TO UNDERTAKE VOLUNTARY SERVICE; (C) ADVISING AND GUIDING ORGANISATIONS USING VOLUNTEERS, PARTICULARLY THOSE BEING MEMBERS OF THE BUREAU;(D) HOLDING AND CONDUCTING CONFERENCES, SEMINARS AND ENQUIRIES.

Activities: To inspire more people in Ashford to volunteer so that they can enhance their lives, the lives of others and build resilient communities.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services
- **What:** General Charitable Purposes, Education/training, Economic/community Development/employment
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- Kent

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£398,494	£336,174	-	-
2024-03-31	£370,538	£428,192	-	-
2023-03-31	£415,575	£372,827	-	-
2022-03-31	£353,250	£315,751	-	-
2021-03-31	£336,401	£334,808	-	-

Trustees

Name	Role	Appointed
Amanda Scott		2017-11-22
CAROLINE SUSAN HANNAH		
Louise Cockle		2015-06-05
Raymond Davidson		2023-06-06
Tabitha Fox		2025-09-29

ASHFORD VOLUNTEER CENTRE

England & Wales - Charity number 1066765

Accounts

REGISTERED COMPANY NUMBER: 03464057 (England and Wales)
REGISTERED CHARITY NUMBER: 1066765

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025
FOR
ASHFORD VOLUNTEER CENTRE

Xeinadin South East Ltd
19 North Street
Ashford
Kent
TN24 8LF

ASHFORD VOLUNTEER CENTRE

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for the Year Ended 31 March 2025

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ASHFORD VOLUNTEER CENTRE

REPORT OF THE TRUSTEES
for the Year Ended 31 March 2025

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2025. The trustees have adopted the provisions of 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).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Charitable Purpose

Ashford Volunteer Centre's Articles of Association state that the charity's objects are:

To promote and improve the efficiency and effectiveness of charities and organisations whose purposes are charitable in direct pursuit of their objectives including by:

- " The provision of office accommodation and ancillary facilities
- " Advising and guiding persons willing to undertake voluntary services
- " Advising and guiding organisations using volunteers, particularly those being members of the centre
- " Holding and conducting conferences, seminars and enquiries

The Volunteer Centre mission is: that people are empowered to volunteer and use their skills to build strong and vibrant communities.

Values: Ashford Volunteer Centre holds 4 high-level values and these are woven through our way of working and our commitment to volunteering. Our values also ensure Ashford Volunteer Centre is a great place to work. Our values are:

- " Everyone has the right to offer their time to volunteer
- " Every volunteer has the right to have a great volunteering experience
- " Volunteers must never be a replacement for paid workers
- " True volunteering is for the benefit of the social community, the individual, and volunteer involving organisation

Activities undertaken to achieve our strategic aims

The provision of office accommodation and ancillary facilities

Berwick House, the community building owned by Ashford Volunteer Centre, has been successfully utilised to support free and subsidised hire for community groups/organisations. The charity has continued to refurbish the building during this financial year, focusing on measures to improve the building's energy efficiency.

Advising and guiding persons willing to undertake voluntary services

We help people into volunteering in two ways; firstly, through our own volunteer led projects (including our volunteer car scheme, a befriending service and Men in Sheds) and we also support individuals to undertake volunteering roles in other organisations.

Ashford Volunteer Centre volunteer led projects:

- " Volunteer car scheme: we recruit and train volunteers to offer this scheme, which enables people who find it difficult to use public transport to attend health appointments. Where resources allow, we also support people to undertake shopping trips or social excursions.
- " Befriending service: Volunteers are trained and then matched with a socially isolated beneficiary. Each befriending session lasts up to 2 hours and our clients meet in a range of settings, including beneficiary's homes, local community venues (cafes, shops, parks, etc) and we run group befriending sessions in our building in Ashford town centre. We also provide telephone befriending if requested.
- " Men in Sheds: is a weekly session held in our own fully equipped shed in central Ashford. These sessions are aimed at men with poor mental health who want to grow their social network. They work together in the shed to make items for their own homes or for community projects and build social connections that last outside of the weekly shed sessions.
- " Care Navigation service: two staff members are based in William Harvey Hospital supporting patients as they leave to retain independence. This service is also provided at the volunteer centre once a week for individuals in need.
- " Paws: Walk & Talk: this year we piloted a volunteer led walking project for older people who like dogs, but don't have one of their own and want to get more active. We offered both group and one to one sessions in local parks.

Supporting people into volunteering:

" Volunteer connection: we have sustained our support to local people, helping them to find volunteering opportunities in the borough of Ashford through our volunteer connection service. We offer a seamless route into volunteering, which includes understanding each individual potential volunteer's areas of interest, identifying volunteering opportunities in that area of interest and ensuring they are volunteering ready through training and undertaking DBS checks.

" Kent Volunteers: This year, we continued to lead and develop the Kent Volunteers Project, which is a partnership project funded by Kent County Council and the Lord Lieutenant of Kent's office. As part of this project, we have developed an online platform for volunteering in Kent; individuals can use the platform to search for volunteering opportunities across the county and access training materials to help them develop their volunteering skills. This year we focused on building networks for volunteer coordinators and Trustees.

Advising and guiding organisations using volunteers, particularly those being members of the centre

We offer one to one support to organisations who are seeking volunteers, providing them with advice and support to recruit and retain volunteers. This includes helping them to develop and advertise roles on our online portal, DBS checking applicants and signposting to other support.

Many of the organisations that we support on a one to one basis are grassroots community organisations supporting local minority communities, so in partnership with Ashford Borough Council we launched the Ashford Multicultural forum last year. The forum has continued to grow in this financial year, offering opportunities for smaller organisations to undertake training, network with each other and to grow inclusive activities together.

We provided intensive one to one consultancy support to one local charity this year, helping them to review their operations and improve systems to ensure they were operating within the law; particularly in relation to health and safety requirements. We also supported them to develop financial systems and review their governance.

We supported the development of Kent County Council's Family Hubs volunteer community of practice this year. This work included providing training, developing videos and creating a suite of documents for the volunteers to use in their work.

Holding and conducting conferences, seminars and enquiries

Ashford Volunteer Centre activities: We have continued to deliver a range of training courses during the year, particularly training focused on Trustees, in response to needs identified by our service users, who told us there was very little support available to Trustees at times that suit them. We held events in both volunteers week and Trustees week aimed at thanking and supporting volunteers.

Partnership activities: We continue to seek partnerships with other organisations both locally and Kent wide, to reduce duplication and maximise resources. We were invited to join other Kent based infrastructure groups to form the Kent Infrastructure Partnership, which has activities planned in the next financial year.

Representation and championing volunteering: Our CEO continues to represent volunteering in Kent through her membership on the VCSE steering group and our relationship with Ashford Borough Council (ABC) remains productive, with the CEO sitting on the ABC community grants panel.

We increased the number of events attended this year, where we championed volunteering.

Public benefit

The Charity's Trustees have complied with their duties under the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission. Ashford Volunteer Centre's particular public benefit activities are included below, illustrating the commitment of the Charity to strengthen community volunteering and organisations of Kent.

ACHIEVEMENTS AND PERFORMANCE

ACTIVITIES UNDERTAKEN TO ACHIEVE OUR STRATEGIC AIMS

The provision of office accommodation and ancillary facilities

This year we have continued our building refurbishment programme and applied for a major grant to enable us to refit all our windows, with the aim of making the building more energy efficient. This project started towards the end of the financial year and will continue into Spring 2025.

Last year we installed Hallmaster, an online booking system for our rooms; which has meant that local groups can book our rooms outside of office hours. This system has now bedded in and groups are feeling the benefit of it.

Advising and guiding persons willing to undertake voluntary services

Volunteer car scheme: Our 26 volunteer drivers delivered 3205 car trips, covering 45904 miles. 12 additional volunteers supported the scheme by helping in the office to co-ordinate trips. This year we installed and embedded the CATSS transport management system, which has created greater efficiencies in our allocation of drivers to journeys and has enabled our service users to book trips online.

Befriending service: 63 lonely or isolated people aged over 50 were supported by a befriender through this service. New for this year, we piloted letter writing to people in care homes.

Men in Sheds: 10 people benefitted from our weekly shed session and one of our building tenants (Uprising) also used the shed in the last year to run activities for the young people they work with.

Care Navigation service: we supported 898 patients and made 1891 referrals through this service and we piloted the involvement of volunteers in this service, with the aim of reaching more people.

Supporting people into volunteering:

" We have continued to maintain the Kent Volunteers Platform (<https://kentvolunteers.org.uk>). At the end of March 2025 the platform had 3457 approved volunteers using the site to find potential roles.

" We celebrated volunteers and their achievements in volunteer week (June 2024). It was estimated that volunteers at Ashford Volunteer Centre, gave over 20,000 volunteering hours to their local community

Advising and guiding organisations using volunteers, particularly those being members of the centre

" The Kent Volunteers platform had 1098 organisations regularly advertising volunteering roles at the end of March 2025.

" The Ashford Multicultural Forum has 30 members. 12 organisations have benefitted from low cost room hire in the last year, at least 10 organisations have received capacity building support, including a long term project undertaken with a local organisation that was failing where 75 clients and staff have benefitted.

" Volunteers and Volunteer Managers across Kent participated in our surveys, enabling us to share data with our partners which will help champion volunteering in coming years.

Other achievements

" Our Festive campaign gathering long life food for the local foodbank raised £320 and collected 348 food items.

We started to run the Ashford Community Lottery on behalf of Ashford Borough Council from October 2024. So far 82 local organisations have benefitted from this new fundraising initiative.

" We reorganised our staff team, which enabled us to retain our staff, but puts volunteers at the front and centre of all we do. Staff have greater flexibility around their roles, leaving space for volunteers to take the lead on some projects. We also created a new finance role, supporting the CEO to run the charity.

FINANCIAL REVIEW

Financial position

Ashford Volunteer Centre remains committed to maintaining a strong and sustainable financial position. We will continue to explore and develop alternative funding streams to diversify income and reduce reliance on single sources. To strengthen financial planning and decision-making, we will provide additional resources to the Finance Committee, enabling greater financial intelligence across the charity. Furthermore, we will invest in external support for our staff to enhance understanding of our accounting systems and improve insight into financial data, ensuring robust governance and informed strategic planning.

Despite the continued pressure on funding our income increased by £27,956 (24/25 £398,494, 23/24: £370,538). Our surplus from charitable activities for the year increased from £57,654 deficit to £62,320, largely as a result of the capital grant for Berwick House windows. There was an overall reduction in other grants due to cost of living, therefore we have adapted our services to be more volunteer-led as a result.

Our total funds of £604,731 comprise restricted funds of £440,949 (23/24: £362,691) and unrestricted funds of £163,782 (23/24: £179,720). The use of unrestricted funds is set out in the section on our Reserves.

Reserves policy

The results for the year and financial position of the Company are shown in the annexed Financial Statements. During the period, the Company continued to operate the property at 8 Elwick Road, Ashford. The Reserves Policy is that free reserves should cover 6 months of operating expenditure.

FUTURE PLANS

It is anticipated that our services will continue as described above in the next financial year, with some specific plans for development. As mentioned above, we will continue our refurbishment with the installation of new windows, utilising the grant we secured towards the end of this financial year. We also plan to paint the building exterior, in a continued effort to maintain the building, ensuring it remains a useful asset for the community.

We also plan to extend our consultancy service, which has served as a helpful income generator this year.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Ashford Volunteer Centre's is formally governed by a Memorandum and Articles of Association (dated 5 June 2015) which details how the charity is run.

Ashford Volunteer Centre is both a charity and a Private Limited Company by guarantee without share capital use of 'Limited' exemption. The company is registered with Companies House - company number 03464057 and with the Charity Commission - company number 1066765. The charity itself is not part of a wider network of charities.

Recruitment and appointment of new trustees

Recruitment and appointing new trustees is undertaken at the charity's Annual General Meeting whereby trustees are recruited by an election of members. In accordance to the Memorandum and Articles of Association new trustees can be elected by a vote at the charity's Board of Director's meeting. No person or external body is entitled to appoint one or more of the Ashford Volunteer Centre charity trustees.

Organisational structure

Ashford Volunteer Centre's Memorandum and Articles of Association detail that the charity is governed by a Board of trustees who are all volunteers and as the charity is also a company, trustees are automatically Directors of the charity. The Chair of the Board of Directors/Trustees at Ashford Volunteer Centre is responsible for line managing the CEO and the CEO manages all other members of staff employed by Ashford Volunteer Centre.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Induction and training of new trustees

Trustee induction includes an information pack concerning key documents/legislation, opportunity to attend external trustee training, meeting with existing trustees/staff and opportunities to 'buddy' with an existing trustee. An annual skills audit is undertaken by trustees to identify training opportunities and areas of development for board trustees. In line with the Ashford Volunteer Centre expenses policy, as volunteers the Board of Directors are allowed to be claim travel expenses to and from the board meetings. The amount claimed for travel expenses is the same for volunteers and employees.

Key management remuneration

To meet the charitable purposes of Ashford Volunteer Centre the trustees employ staff. All salaries are benchmarked against the salaries of similar organisations (e.g. other Volunteer Centres) and this is brought to the Board of Directors meeting for agreement before any jobs are advertised.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

03464057 (England and Wales)

Registered Charity number

1066765

Registered office

Berwick House
8 Elwick Road
Ashford
Kent
TN23 1PF

Trustees

Ms L Cockle
R Davidson
P Feacey
Ms C S Hannah
Mrs J A Webb
C F Morley
Ms A Scott

Independent Examiner

Xeinadin South East Ltd
19 North Street
Ashford
Kent
TN24 8LF

Approved by order of the board of trustees on 18/12/2025 and signed on its behalf by:


.....
P Feacey - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
ASHFORD VOLUNTEER CENTRE

Independent examiner's report to the trustees of Ashford Volunteer Centre ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2025.

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

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

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

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



Rosanna Turner ACA DChA

Xeinadin South East Ltd
19 North Street
Ashford
Kent
TN24 8LF

Date: 18/12/2025

ASHFORD VOLUNTEER CENTRE

STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 March 2025

	Notes	Unrestricted fund £	Restricted funds £	31.3.25 Total funds £	31.3.24 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		61,825	217,116	278,941	238,572
Other trading activities	2	58,862	96	58,958	54,926
Investment income	3	9,814	-	9,814	13,222
Other income		<u>8,133</u>	<u>42,648</u>	<u>50,781</u>	<u>63,818</u>
Total		<u>138,634</u>	<u>259,860</u>	<u>398,494</u>	<u>370,538</u>
EXPENDITURE ON					
Charitable activities					
Community Premises & Volunteering Service					
		<u>154,665</u>	<u>181,509</u>	<u>336,174</u>	<u>428,192</u>
NET INCOME/(EXPENDITURE)					
Transfers between funds	11	(16,031) <u>93</u>	78,351 <u>(93)</u>	62,320 <u>-</u>	(57,654) <u>-</u>
Net movement in funds		(15,938)	78,258	62,320	(57,654)
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>179,720</u>	<u>362,691</u>	<u>542,411</u>	<u>600,065</u>
TOTAL FUNDS CARRIED FORWARD		<u>163,782</u>	<u>440,949</u>	<u>604,731</u>	<u>542,411</u>

The notes form part of these financial statements

ASHFORD VOLUNTEER CENTRE

BALANCE SHEET
31 March 2025

	Notes	Unrestricted fund £	Restricted funds £	31.3.25 Total funds £	31.3.24 Total funds £
FIXED ASSETS					
Tangible assets	7	5,508	351,168	356,676	283,002
CURRENT ASSETS					
Debtors	8	25,589	-	25,589	16,446
Cash at bank		<u>150,934</u>	<u>89,781</u>	<u>240,715</u>	<u>265,277</u>
		176,523	89,781	266,304	281,723
CREDITORS					
Amounts falling due within one year	9	(17,009)	-	(17,009)	(21,074)
		<u>159,514</u>	<u>89,781</u>	<u>249,295</u>	<u>260,649</u>
NET CURRENT ASSETS					
		165,022	440,949	605,971	543,651
TOTAL ASSETS LESS CURRENT LIABILITIES					
PROVISIONS FOR LIABILITIES	10	(1,240)	-	(1,240)	(1,240)
		<u>163,782</u>	<u>440,949</u>	<u>604,731</u>	<u>542,411</u>
NET ASSETS					
FUNDS					
Unrestricted funds	11			163,782	179,720
Restricted funds				<u>440,949</u>	<u>362,691</u>
TOTAL FUNDS					
				<u>604,731</u>	<u>542,411</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2025.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2025 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each 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 financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

ASHFORD VOLUNTEER CENTRE

BALANCE SHEET - continued
31 March 2025

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

The financial statements were approved by the Board of Trustees and authorised for issue on 18/12/2025 and were signed on its behalf by:


.....
P Feacey - Trustee

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

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

Income in respect of services provided is recognised when, and to the extent that, performance occurs and is measured at the fair value of the consideration receivable.

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

Income from subscriptions, donations and legacies is included in the Statement of Financial Activities in the year in which it is receivable.

Interest receivable is included when receivable and the amount can be measured reliably, normally upon notification of interest paid by the bank.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 20% on cost
Computer equipment	- 25% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

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

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

1. ACCOUNTING POLICIES - continued**Fund accounting**

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

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

Functional currency

The financial information is presented in sterling.

2. OTHER TRADING ACTIVITIES

	31.3.25	31.3.24
	£	£
Office Rental	55,324	51,926
Service Charge	<u>3,634</u>	<u>3,000</u>
	<u>58,958</u>	<u>54,926</u>

3. INVESTMENT INCOME

	31.3.25	31.3.24
	£	£
Deposit account interest	<u>9,814</u>	<u>13,222</u>

4. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.25	31.3.24
	£	£
Depreciation - owned assets	<u>1,326</u>	<u>5,054</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2025 nor for the year ended 31 March 2024.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2025 nor for the year ended 31 March 2024.

6. STAFF COSTS

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

	31.3.25	31.3.24
Staff	<u>12</u>	<u>12</u>

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

7. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1 April 2024	276,229	22,807	21,571	320,607
Additions	75,000	-	-	75,000
Disposals	<u>-</u>	<u>-</u>	<u>(6,618)</u>	<u>(6,618)</u>
At 31 March 2025	<u>351,229</u>	<u>22,807</u>	<u>14,953</u>	<u>388,989</u>
DEPRECIATION				
At 1 April 2024	-	20,519	17,086	37,605
Charge for year	-	-	1,326	1,326
Eliminated on disposal	<u>-</u>	<u>-</u>	<u>(6,618)</u>	<u>(6,618)</u>
At 31 March 2025	<u>-</u>	<u>20,519</u>	<u>11,794</u>	<u>32,313</u>
NET BOOK VALUE				
At 31 March 2025	<u>351,229</u>	<u>2,288</u>	<u>3,159</u>	<u>356,676</u>
At 31 March 2024	<u>276,229</u>	<u>2,288</u>	<u>4,485</u>	<u>283,002</u>

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.25	31.3.24
	£	£
Trade debtors	19,842	11,111
Other debtors	146	55
Accrued income	4,017	4,017
Prepayments	<u>1,584</u>	<u>1,263</u>
	<u>25,589</u>	<u>16,446</u>

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.25	31.3.24
	£	£
Trade creditors	5,348	13,819
Social security and other taxes	7,193	-
Pension	592	188
Other Creditors	38	-
Accruals and deferred income	-	3,000
Accrued expenses	969	1,198
Rent Deposits	<u>2,869</u>	<u>2,869</u>
	<u>17,009</u>	<u>21,074</u>

10. PROVISIONS FOR LIABILITIES

	31.3.25	31.3.24
	£	£
Contingency Fund	<u>1,240</u>	<u>1,240</u>

11. MOVEMENT IN FUNDS

	At 1.4.24	Net movement	Transfers	At
	£	in funds	between	31.3.25
		£	funds	£
			£	
Unrestricted funds				
General fund	179,720	(16,031)	93	163,782
Restricted funds				
Designated	276,168	-	-	276,168
Care Navigator	48,955	(18,401)	-	30,554
Befriending	11,948	(5,851)	-	6,097
Men in Sheds	2,502	1,889	-	4,391
Marharben	1,181	-	(1,181)	-
Transport	2,513	(5,584)	3,071	-
Kent Project	-	16,137	(5,980)	10,157
Awards for All	19,424	(17,439)	3,997	5,982
Berwick House Capital	-	104,640	-	104,640
Sport England	-	<u>2,960</u>	-	<u>2,960</u>
	<u>362,691</u>	<u>78,351</u>	<u>(93)</u>	<u>440,949</u>
TOTAL FUNDS	<u>542,411</u>	<u>62,320</u>	<u>-</u>	<u>604,731</u>

11. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	138,634	(154,665)	(16,031)
Restricted funds			
Care Navigator	56,610	(75,011)	(18,401)
Befriending	3,000	(8,851)	(5,851)
Men in Sheds	2,000	(111)	1,889
Transport	50,110	(55,694)	(5,584)
Kent Project	40,400	(24,263)	16,137
Awards for All	-	(17,439)	(17,439)
Berwick House Capital	104,640	-	104,640
Sport England	3,100	(140)	2,960
	<u>259,860</u>	<u>(181,509)</u>	<u>78,351</u>
TOTAL FUNDS	<u>398,494</u>	<u>(336,174)</u>	<u>62,320</u>

11. MOVEMENT IN FUNDS - continued**Comparatives for movement in funds**

	At 1.4.23 £	Net movement in funds £	Transfers between funds £	At 31.3.24 £
Unrestricted funds				
General fund	187,907	(7,746)	(441)	179,720
Restricted funds				
Designated	276,168	-	-	276,168
Community Transport	7,137	(4,624)	-	2,513
NHS - Hospital Care	4,646	44,309	-	48,955
Befriending	65,664	(53,716)	-	11,948
Response Adult Education	876	(876)	-	-
Ashford Borough Council	2,280	(2,280)	-	-
Men in Sheds	17,865	(15,363)	-	2,502
Timebanking	1,321	(1,321)	-	-
Marharben	1,406	(225)	-	1,181
Community Connector	7,404	(7,404)	-	-
DBS	1,736	(1,736)	-	-
Room Hire	3,349	(3,349)	-	-
Kent Project	18,005	(18,446)	441	-
Ninevah Charitable Trust	1,815	(1,815)	-	-
Resettlement	515	(515)	-	-
KCC Youth	1,971	(1,971)	-	-
Awards for All	-	19,424	-	19,424
	<u>412,158</u>	<u>(49,908)</u>	<u>441</u>	<u>362,691</u>
TOTAL FUNDS	<u>600,065</u>	<u>(57,654)</u>	<u>-</u>	<u>542,411</u>

11. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	69,769	(77,515)	(7,746)
Restricted funds			
Community Transport	44,684	(49,308)	(4,624)
NHS - Hospital Care	56,535	(12,226)	44,309
Befriending	3,666	(57,382)	(53,716)
Response Adult Education	-	(876)	(876)
Ashford Borough Council	-	(2,280)	(2,280)
Men in Sheds	1,500	(16,863)	(15,363)
Timebanking	-	(1,321)	(1,321)
Marharben	-	(225)	(225)
Community Connector	20,001	(27,405)	(7,404)
DBS	3,001	(4,737)	(1,736)
Room Hire	42,507	(45,856)	(3,349)
Kent Project	100,000	(118,446)	(18,446)
Ninevah Charitable Trust	-	(1,815)	(1,815)
Resettlement	-	(515)	(515)
KCC Youth	-	(1,971)	(1,971)
Awards for All	28,875	(9,451)	19,424
	<u>300,769</u>	<u>(350,677)</u>	<u>(49,908)</u>
TOTAL FUNDS	<u>370,538</u>	<u>(428,192)</u>	<u>(57,654)</u>

11. MOVEMENT IN FUNDS - continued

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

	At 1.4.23 £	Net movement in funds £	Transfers between funds £	At 31.3.25 £
Unrestricted funds				
General fund	187,907	(23,777)	(348)	163,782
Restricted funds				
Designated	276,168	-	-	276,168
Community Transport	7,137	(4,624)	-	2,513
Care Navigator	-	(18,401)	-	(18,401)
NHS - Hospital Care	4,646	44,309	-	48,955
Befriending	65,664	(59,567)	-	6,097
Response Adult Education	876	(876)	-	-
Ashford Borough Council	2,280	(2,280)	-	-
Men in Sheds	17,865	(13,474)	-	4,391
Timebanking	1,321	(1,321)	-	-
Marharben	1,406	(225)	(1,181)	-
Community Connector	7,404	(7,404)	-	-
DBS	1,736	(1,736)	-	-
Room Hire	3,349	(3,349)	-	-
Transport	-	(5,584)	3,071	(2,513)
Kent Project	18,005	(2,309)	(5,539)	10,157
Ninevah Charitable Trust	1,815	(1,815)	-	-
Resettlement	515	(515)	-	-
KCC Youth	1,971	(1,971)	-	-
Awards for All	-	1,985	3,997	5,982
Berwick House Capital	-	104,640	-	104,640
Sport England	-	2,960	-	2,960
	<u>412,158</u>	<u>28,443</u>	<u>348</u>	<u>440,949</u>
TOTAL FUNDS	<u>600,065</u>	<u>4,666</u>	<u>-</u>	<u>604,731</u>

11. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	208,403	(232,180)	(23,777)
Restricted funds			
Community Transport	44,684	(49,308)	(4,624)
Care Navigator	56,610	(75,011)	(18,401)
NHS - Hospital Care	56,535	(12,226)	44,309
Befriending	6,666	(66,233)	(59,567)
Response Adult Education	-	(876)	(876)
Ashford Borough Council	-	(2,280)	(2,280)
Men in Sheds	3,500	(16,974)	(13,474)
Timebanking	-	(1,321)	(1,321)
Marharben	-	(225)	(225)
Community Connector	20,001	(27,405)	(7,404)
DBS	3,001	(4,737)	(1,736)
Room Hire	42,507	(45,856)	(3,349)
Transport	50,110	(55,694)	(5,584)
Kent Project	140,400	(142,709)	(2,309)
Ninevah Charitable Trust	-	(1,815)	(1,815)
Resettlement	-	(515)	(515)
KCC Youth	-	(1,971)	(1,971)
Awards for All	28,875	(26,890)	1,985
Berwick House Capital	104,640	-	104,640
Sport England	3,100	(140)	2,960
	<u>560,629</u>	<u>(532,186)</u>	<u>28,443</u>
TOTAL FUNDS	<u>769,032</u>	<u>(764,366)</u>	<u>4,666</u>

Restricted funds are as below:

Designated fund - Fixed assets purchased (including the freehold property at Berwick House) using funds set aside for this purpose.

NHS Kent and Medway - funded 2 Information Advice and Guidance Care Navigators at William Harvey Hospital and contributed to the community car scheme

Befriending - this project, which aimed to reduce the social isolation of people across the borough, is funded by a variety of funders including Ninevah, Edward Gosling and Colyer Ferguson. Within the project is a Men in Sheds Scheme, which was specifically aimed at isolated males.

Community car scheme - is funded by NHS Kent and Medway and also from contributions from beneficiaries using this scheme.

Resettlement project - is funded by Ashford Borough Council and supports people the borough who have been resettled in the area.

11. MOVEMENT IN FUNDS - continued

KCC Youth and Kent Volunteers - were pilot projects funded by Kent County Council and the projects focused on promoting and supporting volunteering across the county of Kent. The project was run in partnership with other Volunteer Centres

Ashford Borough Council - provided project grants to support building initiatives and also funded the Community Connector project, which supported activities with the local VCSE sector.

DBS - Ashford Volunteer Centre is a registered umbrella organisation for DBS checks and is able to undertake individual DBS checks and support other organisations administer DBS checks.

Response Adult Education - this project covers facilitating RESPONSE courses, on behalf of Kent Adult Education. The courses are aimed at people not in Education, Employment or Training (NEET).

Room hire - Berwick House is available for room hire for local organisations.

Windows - we have been funded for replacing all windows in Berwick House. This will be depreciated over time in line with current depreciation rates

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2025.

ASHFORD VOLUNTEER CENTRE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 March 2025

	31.3.25 £	31.3.24 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	3,355	3,890
Grants	<u>275,586</u>	<u>234,682</u>
	278,941	238,572
Other trading activities		
Office Rental	55,324	51,926
Service Charge	<u>3,634</u>	<u>3,000</u>
	58,958	54,926
Investment income		
Deposit account interest	9,814	13,222
Other income		
Transport Income	42,648	38,268
Consultancy Fees	<u>8,133</u>	<u>25,550</u>
	<u>50,781</u>	<u>63,818</u>
Total incoming resources	398,494	370,538
EXPENDITURE		
Charitable activities		
Community Transport	31,505	26,253
Grants to institutions	<u>-</u>	<u>3,533</u>
	31,505	29,786
Support costs		
Management		
Wages	163,073	187,398
Social security	1,652	10,242
Pensions	2,470	2,909
Rates and water	2,058	935
Insurance	5,671	4,718
Light and heat	6,425	10,650
Telephone	2,315	-
Postage and stationery	3,132	8,060
Advertising	7,910	17,247
Carried forward	194,706	242,159

This page does not form part of the statutory financial statements

ASHFORD VOLUNTEER CENTRE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 March 2025

	31.3.25	31.3.24
	£	£
Management		
Brought forward	194,706	242,159
Sundries	5,836	1,961
Cleaning	1,972	6,425
DBS Application	1,501	-
HR Expenditure	7,915	7,231
IT Expenses	12,608	21,249
Room Hire	10,049	11,346
Travel	4,920	2,993
Other Professional Fees	7,123	2,108
External tutor hire	6,554	2,911
Consulting	8,128	4,580
Depreciation of tangible and heritage assets	<u>3,954</u>	<u>6,409</u>
	265,266	309,372
Finance		
Bank charges	1,049	813
Information technology		
Repairs and renewals	34,680	81,768
Governance costs		
Accountancy and legal fees	<u>3,674</u>	<u>6,453</u>
Total resources expended	<u>336,174</u>	<u>428,192</u>
Net income/(expenditure)	<u><u>62,320</u></u>	<u><u>(57,654)</u></u>

This page does not form part of the statutory financial statements

ASHFORD VOLUNTEER CENTRE

England & Wales - Charity number 1066765

Accounts

REGISTERED COMPANY NUMBER: 03464057 (England and Wales)
REGISTERED CHARITY NUMBER: 1066765

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024
FOR
ASHFORD VOLUNTEER CENTRE

Calcutt Matthews WBZ Ltd
19 North Street
Ashford
Kent
TN24 8LF

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for the Year Ended 31 March 2024

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REPORT OF THE TRUSTEES
for the Year Ended 31 March 2024

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2024. The trustees have adopted the provisions of 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).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Charitable Purpose

Ashford Volunteer Centre's Articles of Association state that the charity's objects are:

To promote and improve the efficiency and effectiveness of charities and organisations whose purposes are charitable in direct pursuit of their objectives including by:

- " The provision of office accommodation and ancillary facilities
- " Advising and guiding persons willing to undertake voluntary services
- " Advising and guiding organisations using volunteers, particularly those being members of the centre
- " Holding and conducting conferences, seminars and enquiries

The Volunteer Centre mission is: that people are empowered to volunteer and use their skills to build strong and vibrant communities.

Values: Ashford Volunteer Centre holds 3 high-level values and these are woven through our way of working and our commitment to volunteering. Our values also ensure Ashford Volunteer Centre is a great place to work. Our values are:

- " Everyone has the right to offer their time to volunteer
- " Every volunteer has the right to have a great volunteering experience
- " Volunteers must never be a replacement for paid workers
- " True volunteering is for the benefit of the social community, the individual, and volunteer involving organisation

Activities undertaken to achieve our strategic aims

The provision of office accommodation and ancillary facilities

Berwick House, the community building owned by Ashford Volunteer Centre, has been successfully utilised to support free and subsidised hire for community groups/organisations. The charity has continued to refurbish the building during this financial year, to both improve the space available and to provide additional space for VCSE organisations to hire at a subsidised cost.

Advising and guiding persons willing to undertake voluntary services

We help people into volunteering in two ways; firstly, through our own volunteer led projects (including our volunteer car scheme, a befriending service and Men in Sheds) and we also support individuals to undertake volunteering roles in other organisations.

Ashford Volunteer Centre volunteer led projects:

- " **Volunteer car scheme:** we recruit and train volunteers to offer this scheme, which enables people who find it difficult to use public transport to attend health appointments. Where resources allow, we also support people to undertake shopping trips or social excursions.
- " **Befriending service:** Volunteers are trained and then matched with a socially isolated beneficiary. Each befriending session lasts up to 2 hours and our clients meet in a range of settings, including beneficiary's homes, local community venues (cafes, shops, parks, etc) and we run group befriending sessions in our building in Ashford town centre every fortnight.
- " **Men in Sheds:** is a weekly session held in our own fully equipped shed in central Ashford. These sessions are aimed at men with poor mental health who want to grow their social network. They work together in the shed to make items for their own homes or for community projects and build social connections that last outside of the weekly shed sessions.
- " **Care Navigation service:** two staff members are based in William Harvey Hospital supporting patients as they leave to retain independence. This service is also provided at the volunteer centre once a week for individuals in need.
- " **Volunteer to Career:** This year we undertook an NHS volunteering pilot, to encourage young people to volunteer in the NHS and to progress into NHS jobs.

Supporting people into volunteering:

" **Volunteer connection:** we have sustained our support to local people, helping them to find volunteering opportunities in the borough of Ashford through our volunteer connection service. We offer a seamless route into volunteering, which includes understanding each individual potential volunteer's areas of interest, identifying volunteering opportunities in that area of interest and ensuring they are volunteering ready through training and undertaking DBS checks.

" **Kent Volunteers:** This year, we continued to lead and develop the Kent Volunteers Project, which is a partnership project funded by Kent County Council and the Lord Lieutenant of Kent's office. As part of this project, we have developed an online platform for volunteering in Kent; individuals can use the platform to search for volunteering opportunities across the county and access training materials to help them develop their volunteering skills.

Advising and guiding organisations using volunteers, particularly those being members of the centre

We offer one to one support to organisations who are seeking volunteers, providing them with advice and support to recruit and retain volunteers. This includes helping them to develop and advertise roles on our online portal, DBS checking applicants and signposting to other support.

Many of the organisations that we support on a one to one basis are grassroots community organisations supporting local minority communities, so in partnership with Ashford Borough Council we launched the Ashford Multicultural forum. The forum will provide opportunities for smaller organisations to undertake training, network with each other and to grow inclusive activities together.

This year was a busy year for us, with regard to championing volunteering on behalf of local organisations who are seeking volunteers, because the King's Coronation and Big Help Out Day in early May offered a new platform for championing volunteering. In addition to this opportunity, we ran various online awareness campaigns and weeks to promote volunteering and highlight local need e.g. Volunteers Week, Trustees Week, Befriending Week, Green Week, cost of living crisis etc.

As part of our Kent Volunteers partnership with Kent County Council and the Lord Lieutenant of Kent's we ran three surveys (for volunteers, for Volunteer Managers and companies). The results of these surveys were shared with the sector to help champion volunteering, they fed directly into the design of our training programme and enabled us to develop the Kent Volunteers project for a further year, with a particular focus on support from Trustees, young people and minority communities. We also championed the Kings Award, contributing to an increase in applications from Kent based volunteer led organisations.

Holding and conducting conferences, seminars and enquiries

Ashford Volunteer Centre activities: We delivered a range of training courses during the year, including a new suite of training aimed specifically at Trustees as part of the new Kent Trustee Network that we launched through Kent Volunteers project.

Other training offered has included:

- " Volunteering - the basics
- " Practical ways to grow youth volunteering
- " Practical steps to increase your number of student volunteers
- " Practical steps to increase the number of volunteers
- " Developments and opportunities for your organisation
- " Reward and recognition during financial hard times
- " Free support to help you with your volunteers
- " Employer Supported Volunteering
- " Navigating difficult situations with volunteers and
- " An introduction to micro volunteering

Partnership activities: We grew our partnership working this year, to reduce duplication and maximise resources. We supported with the running of the VCSE Steering Group with conference in East Malling in February and developed our newsletter to include training offered by other providers.

Representation and championing volunteering: Our CEO continues to represent volunteering in Kent through her membership on the VCSE steering group and our relationship with Ashford Borough Council (ABC) remains productive, with the CEO sitting on the ABC community grants panel.

Public benefit

The Charity's Trustees have complied with their duties under the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission. Ashford Volunteer Centre's particular public benefit activities are included below, illustrating the commitment of the Charity to strengthen community volunteering and organisations of Kent.

ACHIEVEMENT AND PERFORMANCE

ACTIVITIES UNDERTAKEN TO ACHIEVE OUR STRATEGIC AIMS

The provision of office accommodation and ancillary facilities

This year refurbishments to the building have included a new lift (making the building accessible to all), clearer signage, increased storage and redecoration in some areas. Our carpark has been improved, with new lines painted and some planters installed to protect some building pipework.

We installed Hallmaster, which is an online booking system for our rooms; meaning that potential room hirers can see if spaces are available, even when we are not in the office and streamlining the booking process.

At the request of building users we opened up the building outside of office hours, meaning that our tenants and room hirers can utilise our space and grow the support they are providing to the community.

Advising and guiding persons willing to undertake voluntary services

Volunteer car scheme: Our 25 volunteer drivers delivered more than 4,000 car trips annually. Ten additional volunteers supported the scheme by helping in the office to co-ordinate trips.

Befriending service: around 50 lonely or isolated people aged over 50 were supported by a befriender through this service.

Men in Sheds: 10 people benefitted from our weekly shed session and one of our building tenants (Uprising) also used the shed in the last year to run activities for the young people they work with. One of those activities was making planters for our carpark.

Care Navigation service: we supported 981 patients and made 1972 referrals through this service.

Supporting people into volunteering:

" We have continued to maintain the Kent Volunteers Platform (<https://kentvolunteers.org.uk>). At the end of March 2024 the platform had 1297 approved volunteers using the site to find potential roles.

" We celebrated volunteers and their achievements in volunteer week (June 2023). It was estimated that volunteers at Ashford Volunteer Centre, gave over 20,000 volunteering hours to their local community

Advising and guiding organisations using volunteers, particularly those being members of the centre

" The Kent Volunteers platform had 588 organisations regularly advertising volunteering roles at the end of March 2024.

" The Ashford Multicultural Forum was launched in January 2024.

" We sent out 500 packs to organisations to help them prepare for the Big Help out day on 6th May.

" 368 volunteers and 157 Volunteer Managers across Kent participated in our surveys, enabling us to share data with our partners which will help champion volunteering in coming years.

Other achievements

" We received the Armed Forces Covenant Bronze award for their employer recognition scheme, demonstrating that we are Armed Forces Friendly across our operations

" Our longstanding Chair of Trustees made it to the final three of the Kent Trustee of the Year award

" We received the Ashford Mayor's Award in recognition of the commitment and dedication of our Chair of Trustees over 20 years

" We ran our first ever Festive campaign, gathering long life food for the local foodbank. 46 people/organisations took part in the campaign, with 23 people donating a total of £611.95 and 23 people giving 599 food items.

" As part of our environmental commitment, we undertook an assessment and implemented a range of improvements which benefitted both the centre itself and the wider local community. These include new recycling points, reduced plastic use, a community litter picking station (in our carpark) and new bug hotels

FINANCIAL REVIEW

Reserves policy

The results for the year and financial position of the Company are shown in the annexed Financial Statements. During the period, the Company continued to operate the property at 8 Elwick Road, Ashford. The Reserves Policy is that free reserves should cover 6 months of operating expenditure.

FUTURE PLANS

It is anticipated that our services will continue as described above in the next financial year, with some specific plans for development. Following the successful streamlining of our room booking service this year, we plan to review the transport service in the next financial year and implement a new online system to enable more efficient use of volunteer's time. We will also continue our refurbishment programme, with new solar panels, windows and other energy saving measures planned.

As a result of the continued difficult position with regard to funding, the Trustees will be undertaking a review of the operating structure of the charity in the next financial year. This will enable us to continue to run our vital services in a difficult climate.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Ashford Volunteer Centre's is formally governed by a Memorandum and Articles of Association (dated 5 June 2015) which details how the charity is run.

Ashford Volunteer Centre is both a charity and a Private Limited Company by guarantee without share capital use of 'Limited' exemption. The company is registered with Companies House - company number 03464057 and with the Charity Commission - company number 1066765. The charity itself is not part of a wider network of charities.

Recruitment and appointment of new trustees

Recruitment and appointing new trustees is undertaken at the charity's Annual General Meeting whereby trustees are recruited by an election of members. In accordance to the Memorandum and Articles of Association new trustees can be elected by a vote at the charity's Board of Director's meeting. No person or external body is entitled to appoint one or more of the Ashford Volunteer Centre charity trustees.

Organisational structure

Ashford Volunteer Centre's Memorandum and Articles of Association detail that the charity is governed by a Board of trustees who are all volunteers and as the charity is also a company, trustees are automatically Directors of the charity. The Chair of the Board of Directors/Trustees at Ashford Volunteer Centre is responsible for line managing the CEO and the CEO manages all other members of staff employed by Ashford Volunteer Centre.

Induction and training of new trustees

Trustee induction includes an information pack concerning key documents/legislation, opportunity to attend external trustee training, meeting with existing trustees/staff and opportunities to 'buddy' with an existing trustee. An annual skills audit is undertaken by trustees to identify training opportunities and areas of development for board trustees. In line with the Ashford Volunteer Centre expenses policy, as volunteers the Board of Directors are allowed to be claim travel expenses to and from the board meetings. The amount claimed for travel expenses is the same for volunteers and employees.

Key management remuneration

To meet the charitable purposes of Ashford Volunteer Centre the trustees employ staff. All salaries are benchmarked against the salaries of similar organisations (e.g. other Volunteer Centres) and this is brought to the Board of Directors meeting for agreement before any jobs are advertised.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

03464057 (England and Wales)

ASHFORD VOLUNTEER CENTRE

REPORT OF THE TRUSTEES
for the Year Ended 31 March 2024


Registered Charity number
1066765

Registered office
Berwick House
8 Elwick Road
Ashford
Kent
TN23 1PF

Trustees
Ms L Cockle
R Davidson (appointed 6.6.23)
P Feacey
Ms C S Hannah
Mrs J A Webb
C F Morley
Ms A Scott

Independent Examiner
Calcutt Matthews WBZ Ltd
19 North Street
Ashford
Kent
TN24 8LF

Approved by order of the board of trustees on 23/12/2024 and signed on its behalf by:


.....
P Feacey - Trustee

Independent examiner's report to the trustees of Ashford Volunteer Centre ('the Company')

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

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

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

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

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



Rosanna Turner ACA DChA

Calcutt Matthews WBZ Ltd
19 North Street
Ashford
Kent
TN24 8LF

Date: 24/12/2024.....

ASHFORD VOLUNTEER CENTRE

STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 March 2024

	Notes	Unrestricted fund £	Restricted funds £	31.3.24 Total funds £	31.3.23 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		21,627	216,945	238,572	331,629
Other trading activities	2	9,365	45,561	54,926	40,475
Investment income	3	13,222	-	13,222	6,345
Other income		25,555	38,263	63,818	37,126
Total		<u>69,769</u>	<u>300,769</u>	<u>370,538</u>	<u>415,575</u>
EXPENDITURE ON					
Charitable activities					
Community Premises & Volunteering Service					
		<u>77,518</u>	<u>350,674</u>	<u>428,192</u>	<u>372,827</u>
NET INCOME/(EXPENDITURE)					
Transfers between funds	11	(7,749)	(49,905)	(57,654)	42,748
		<u>(441)</u>	<u>441</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>(8,190)</u>	<u>(49,464)</u>	<u>(57,654)</u>	<u>42,748</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		187,907	412,158	600,065	557,317
TOTAL FUNDS CARRIED FORWARD		<u><u>179,717</u></u>	<u><u>362,694</u></u>	<u><u>542,411</u></u>	<u><u>600,065</u></u>

The notes form part of these financial statements

ASHFORD VOLUNTEER CENTRE

BALANCE SHEET

31 March 2024

	Notes	Unrestricted fund £	Restricted funds £	31.3.24 Total funds £	31.3.23 Total funds £
FIXED ASSETS					
Tangible assets	7	3,474	279,528	283,002	285,007
CURRENT ASSETS					
Debtors	8	16,135	311	16,446	33,415
Cash at bank		182,425	82,852	265,277	412,910
		<u>198,560</u>	<u>83,163</u>	<u>281,723</u>	<u>446,325</u>
CREDITORS					
Amounts falling due within one year	9	(21,074)	-	(21,074)	(130,027)
		<u>177,486</u>	<u>83,163</u>	<u>260,649</u>	<u>316,298</u>
NET CURRENT ASSETS					
		<u>180,960</u>	<u>362,691</u>	<u>543,651</u>	<u>601,305</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
PROVISIONS FOR LIABILITIES	10	(1,240)	-	(1,240)	(1,240)
		<u>179,720</u>	<u>362,691</u>	<u>542,411</u>	<u>600,065</u>
NET ASSETS					
FUNDS					
Unrestricted funds	11			179,720	187,907
Restricted funds				362,691	412,158
				<u>542,411</u>	<u>600,065</u>
TOTAL FUNDS					

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2024.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2024 in accordance with Section 476 of the Companies Act 2006.


The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each 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 financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

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

The financial statements were approved by the Board of Trustees and authorised for issue on 23/12/2024 and were signed on its behalf by:


.....
P Feacey - Trustee

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

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

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 20% on cost
Computer equipment	- 25% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

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

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

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

2. OTHER TRADING ACTIVITIES

	31.3.24	31.3.23
	£	£
Office Rental	51,926	37,725
Service Charge	3,000	2,750
	<u>54,926</u>	<u>40,475</u>

3. INVESTMENT INCOME

	31.3.24	31.3.23
	£	£
Deposit account interest	<u>13,222</u>	<u>6,345</u>

4. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.24	31.3.23
	£	£
Depreciation - owned assets	<u>5,054</u>	<u>4,839</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2024 nor for the year ended 31 March 2023.

6. STAFF COSTS

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

	31.3.24	31.3.23
Staff	<u>12</u>	<u>10</u>

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

NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2024**7. TANGIBLE FIXED ASSETS**

	Freehold property £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1 April 2023	276,229	19,758	21,571	317,558
Additions	-	3,049	-	3,049
At 31 March 2024	<u>276,229</u>	<u>22,807</u>	<u>21,571</u>	<u>320,607</u>
DEPRECIATION				
At 1 April 2023	-	19,758	12,793	32,551
Charge for year	-	761	4,293	5,054
At 31 March 2024	<u>-</u>	<u>20,519</u>	<u>17,086</u>	<u>37,605</u>
NET BOOK VALUE				
At 31 March 2024	<u>276,229</u>	<u>2,288</u>	<u>4,485</u>	<u>283,002</u>
At 31 March 2023	<u>276,229</u>	<u>-</u>	<u>8,778</u>	<u>285,007</u>

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.24 £	31.3.23 £
Trade debtors	11,111	23,494
Other debtors	55	-
Accrued income	4,017	8,022
Prepayments	1,263	1,899
	<u>16,446</u>	<u>33,415</u>

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.24 £	31.3.23 £
Trade creditors	13,819	18,882
Pension	188	393
Accruals and deferred income	3,000	106,811
Accrued expenses	1,198	1,072
Rent Deposits	2,869	2,869
	<u>21,074</u>	<u>130,027</u>

10. PROVISIONS FOR LIABILITIES

	31.3.24	31.3.23
	£	£
Contingency Fund	<u>1,240</u>	<u>1,240</u>

11. MOVEMENT IN FUNDS

	At 1.4.23	Net movement in funds	Transfers between funds	At 31.3.24
	£	£	£	£
Unrestricted funds				
General fund	187,907	(7,746)	(441)	179,720
Restricted funds				
Designated	276,168	-	-	276,168
Community Transport	7,137	(4,624)	-	2,513
NHS - Hospital Care	4,646	44,309	-	48,955
Befriending	65,664	(53,716)	-	11,948
Response Adult Education	876	(876)	-	-
Ashford Borough Council	2,280	(2,280)	-	-
Men in Sheds	17,865	(15,363)	-	2,502
Timebanking	1,321	(1,321)	-	-
Marharben	1,406	(225)	-	1,181
Community Connector	7,404	(7,404)	-	-
DBS	1,736	(1,736)	-	-
Room Hire	3,349	(3,349)	-	-
Kent Project	18,005	(18,446)	441	-
Ninevah Charitable Trust	1,815	(1,815)	-	-
Resettlement	515	(515)	-	-
KCC Youth	1,971	(1,971)	-	-
Awards for All	-	19,424	-	19,424
	<u>412,158</u>	<u>(49,908)</u>	<u>441</u>	<u>362,691</u>
TOTAL FUNDS	<u>600,065</u>	<u>(57,654)</u>	<u>-</u>	<u>542,411</u>

11. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	69,769	(77,515)	(7,746)
Restricted funds			
Community Transport	44,684	(49,308)	(4,624)
NHS - Hospital Care	56,535	(12,226)	44,309
Befriending	3,666	(57,382)	(53,716)
Response Adult Education	-	(876)	(876)
Ashford Borough Council	-	(2,280)	(2,280)
Men in Sheds	1,500	(16,863)	(15,363)
Timebanking	-	(1,321)	(1,321)
Marharben	-	(225)	(225)
Community Connector	20,001	(27,405)	(7,404)
DBS	3,001	(4,737)	(1,736)
Room Hire	42,507	(45,856)	(3,349)
Kent Project	100,000	(118,446)	(18,446)
Ninevah Charitable Trust	-	(1,815)	(1,815)
Resettlement	-	(515)	(515)
KCC Youth	-	(1,971)	(1,971)
Awards for All	28,875	(9,451)	19,424
	<u>300,769</u>	<u>(350,677)</u>	<u>(49,908)</u>
TOTAL FUNDS	<u><u>370,538</u></u>	<u><u>(428,192)</u></u>	<u><u>(57,654)</u></u>

11. MOVEMENT IN FUNDS - continued**Comparatives for movement in funds**

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
Unrestricted funds				
General fund	127,636	73,318	(13,047)	187,907
Restricted funds				
Designated	276,168	-	-	276,168
Community Transport	25,953	(23,709)	4,893	7,137
NHS - Hospital Care	3,520	1,126	-	4,646
Befriending	62,220	3,444	-	65,664
Response Adult Education	900	(24)	-	876
Ashford Borough Council	2,314	(34)	-	2,280
Men in Sheds	16,608	1,257	-	17,865
Timebanking	17,439	(16,118)	-	1,321
Marharben	1,631	(235)	10	1,406
Community Connector	13,122	(5,718)	-	7,404
DBS	2,043	(307)	-	1,736
Room Hire	4,159	(810)	-	3,349
Kent Project	3,604	14,401	-	18,005
Colyer Fergusson Trust	-	(595)	595	-
Ninevah Charitable Trust	-	1,815	-	1,815
Resettlement	-	(694)	1,209	515
KCC Youth	-	(4,369)	6,340	1,971
	<u>429,681</u>	<u>(30,570)</u>	<u>13,047</u>	<u>412,158</u>
TOTAL FUNDS	<u><u>557,317</u></u>	<u><u>42,748</u></u>	<u><u>-</u></u>	<u><u>600,065</u></u>

11. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	101,634	(28,316)	73,318
Restricted funds			
Community Transport	39,161	(62,870)	(23,709)
NHS - Hospital Care	56,462	(55,336)	1,126
Befriending	18,391	(14,947)	3,444
Response Adult Education	-	(24)	(24)
Ashford Borough Council	-	(34)	(34)
Men in Sheds	5,791	(4,534)	1,257
Timebanking	1	(16,119)	(16,118)
Marharben	-	(235)	(235)
Community Connector	-	(5,718)	(5,718)
DBS	2,750	(3,057)	(307)
Room Hire	-	(810)	(810)
Kent Project	124,999	(110,598)	14,401
Colyer Fergusson Trust	3,121	(3,716)	(595)
Ninevah Charitable Trust	3,265	(1,450)	1,815
Resettlement	20,000	(20,694)	(694)
KCC Youth	40,000	(44,369)	(4,369)
	<u>313,941</u>	<u>(344,511)</u>	<u>(30,570)</u>
TOTAL FUNDS	<u>415,575</u>	<u>(372,827)</u>	<u>42,748</u>

11. MOVEMENT IN FUNDS - continued

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

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.24 £
Unrestricted funds				
General fund	127,636	65,572	(13,488)	179,720
Restricted funds				
Designated	276,168	-	-	276,168
Community Transport	25,953	(28,333)	4,893	2,513
NHS - Hospital Care	3,520	45,435	-	48,955
Befriending	62,220	(50,272)	-	11,948
Response Adult Education	900	(900)	-	-
Ashford Borough Council	2,314	(2,314)	-	-
Men in Sheds	16,608	(14,106)	-	2,502
Timebanking	17,439	(17,439)	-	-
Marharben	1,631	(460)	10	1,181
Community Connector	13,122	(13,122)	-	-
DBS	2,043	(2,043)	-	-
Room Hire	4,159	(4,159)	-	-
Kent Project	3,604	(4,045)	441	-
Colyer Fergusson Trust	-	(595)	595	-
Resettlement	-	(1,209)	1,209	-
KCC Youth	-	(6,340)	6,340	-
Awards for All	-	19,424	-	19,424
	<u>429,681</u>	<u>(80,478)</u>	<u>13,488</u>	<u>362,691</u>
TOTAL FUNDS	<u>557,317</u>	<u>(14,906)</u>	<u>-</u>	<u>542,411</u>

11. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	171,403	(105,831)	65,572
Restricted funds			
Community Transport	83,845	(112,178)	(28,333)
NHS - Hospital Care	112,997	(67,562)	45,435
Befriending	22,057	(72,329)	(50,272)
Response Adult Education	-	(900)	(900)
Ashford Borough Council	-	(2,314)	(2,314)
Men in Sheds	7,291	(21,397)	(14,106)
Timebanking	1	(17,440)	(17,439)
Marharben	-	(460)	(460)
Community Connector	20,001	(33,123)	(13,122)
DBS	5,751	(7,794)	(2,043)
Room Hire	42,507	(46,666)	(4,159)
Kent Project	224,999	(229,044)	(4,045)
Colyer Fergusson Trust	3,121	(3,716)	(595)
Ninevah Charitable Trust	3,265	(3,265)	-
Resettlement	20,000	(21,209)	(1,209)
KCC Youth	40,000	(46,340)	(6,340)
Awards for All	28,875	(9,451)	19,424
	<u>614,710</u>	<u>(695,188)</u>	<u>(80,478)</u>
TOTAL FUNDS	<u>786,113</u>	<u>(801,019)</u>	<u>(14,906)</u>

Restricted funds are as below:

Designated fund - Fixed assets purchased (including the freehold property at Berwick House) using funds set aside for this purpose.

NHS Kent and Medway - funded 2 Information Advice and Guidance Care Navigators at William Harvey Hospital and contributed to the community car scheme

Befriending - this project, which aimed to reduce the social isolation of people across the borough, is funded by a variety of funders including Ninevah, Edward Gosling and Colyer Ferguson. Within the project is a Men in Sheds Scheme, which was specifically aimed at isolated males.

Community car scheme - is funded by NHS Kent and Medway and also from contributions from beneficiaries using this scheme.

Resettlement project - is funded by Ashford Borough Council and supports people the borough who have been resettled in the area.

11. MOVEMENT IN FUNDS - continued

KCC Youth and Kent Volunteers - were pilot projects funded by Kent County Council and the projects focused on promoting and supporting volunteering across the county of Kent. The project was run in partnership with other Volunteer Centres

Ashford Borough Council - provided project grants to support building initiatives and also funded the Community Connector project, which supported activities with the local VCSE sector.

DBS - Ashford Volunteer Centre is a registered umbrella organisation for DBS checks and is able to undertake individual DBS checks and support other organisations administer DBS checks.

Response Adult Education - this project covers facilitating RESPONSE courses, on behalf of Kent Adult Education. The courses are aimed at people not in Education, Employment or Training (NEET).

Room hire - Berwick House is available for room hire for local organisations.

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2024.

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 March 2024

	31.3.24 £	31.3.23 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	3,890	6,746
Grants	234,682	324,883
	<u>238,572</u>	<u>331,629</u>
Other trading activities		
Office Rental	51,926	37,725
Service Charge	3,000	2,750
	<u>54,926</u>	<u>40,475</u>
Investment income		
Deposit account interest	13,222	6,345
Other income		
Transport Income	38,268	34,786
Consultancy Fees	25,550	2,340
	<u>63,818</u>	<u>37,126</u>
Total incoming resources	<u>370,538</u>	<u>415,575</u>
EXPENDITURE		
Charitable activities		
Community Transport	26,253	24,395
Grants to institutions	3,533	25,152
	<u>29,786</u>	<u>49,547</u>
Support costs		
Management		
Wages	187,398	175,627
Social security	10,242	-
Pensions	2,909	-
Rates and water	935	1,224
Insurance	4,718	2,763
Light and heat	10,650	5,891
Postage and stationery	8,060	6,012
Advertising	17,247	17,881
Sundries	1,961	11,660
Carried forward	244,120	221,058

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 March 2024

	31.3.24	31.3.23
	£	£
Management		
Brought forward	244,120	221,058
Cleaning	6,425	3,953
DBS Application	-	1,824
HR Expenditure	7,231	7,045
IT Expenses	21,249	25,469
Room Hire	11,346	4,327
Travel	2,993	615
Volunteer Expenses	-	637
Other Professional Fees	2,108	818
External tutor hire	2,911	8,038
Consulting	4,580	13,551
Depreciation of tangible and heritage assets	6,409	4,840
	<u>309,372</u>	<u>292,175</u>
Finance		
Bank charges	813	617
Information technology		
Repairs and renewals	81,768	24,113
Governance costs		
Accountancy and legal fees	6,453	6,375
Total resources expended	<u>428,192</u>	<u>372,827</u>
Net (expenditure)/income	<u>(57,654)</u>	<u>42,748</u>

ASHFORD VOLUNTEER CENTRE

England & Wales - Charity number 1066765

Accounts

REGISTERED COMPANY NUMBER: 03464057 (England and Wales)
REGISTERED CHARITY NUMBER: 1066765

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023
FOR
ASHFORD VOLUNTEER CENTRE**

**Calcutt Matthews WBZ Ltd
19 North Street
Ashford
Kent
TN24 8LF**

ASHFORD VOLUNTEER CENTRE

CONTENTS OF THE FINANCIAL STATEMENTS
for the Year Ended 31 March 2023

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Detailed Statement of Financial Activities	20 to 21

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of 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).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Ashford Volunteer Centre's Articles of Understanding state that the charity's objects are:

To promote and improve the efficiency and effectiveness of charities and organisations whose purposes are charitable in direct pursuit of their objectives including by:

- The provision of office accommodation and ancillary facilities
- Advising and guiding persons willing to undertake voluntary services
- Advising and guiding organisations using volunteers, particularly those being members of the centre
- Holding and conducting conferences, seminars and enquiries

To help raise awareness of its charity objectives the Volunteer Centre mission/purpose is kept simple: to connect, empower and enable residents to volunteer to enrich the lives of individuals and communities.

Values

Ashford Volunteer Centre holds 5 high-level values and these are woven through our way of working and our commitment to volunteering. Our values also ensure Ashford Volunteer Centre is a great place to work. Our 5 values are: being passionate, proud, humble, honest and having integrity. We conduct ourselves to the highest professional standards. We act in accordance with our values, even when it is difficult.

Public benefit

The Charity's Trustees have complied with their duties under the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission. Ashford Volunteer Centre's particular public benefit activities are included below, illustrating the commitment of the Charity to strengthen community volunteering and organisations of Kent.

ACTIVITIES UNDERTAKEN TO ACHIEVE OUR STRATEGIC AIMS

The provision of office accommodation and ancillary facilities

- Berwick House, the community building owned by Ashford Volunteer Centre, has been successfully utilised to support free and subsidised hire for community groups/organisations. The charity has continued to refurbish rooms within Berwick House to provide additional space for VCSE organisations to hire at a subsidised cost. The ground floor rooms were refurbished during this period and subsequently hired. Feedback from hirers on the refurbished rooms included "The rooms look much better", "We work from several sites and this one is the one we like most - it appears very spacious and uncluttered. Our clients particularly like it due to its location and they can also access other services in Berwick House, on their visit".
- Rooms at Berwick House are available to hire throughout the week and there are now regular bookings of the Conference Room at weekends by community groups/organisations. Feedback from weekend hirers include "It is a good space, at a good cost and we like meeting here", "We've been made very welcome by the team at Ashford Volunteer Centre and they are very flexible to our needs."
- Facilities at Berwick House have been purchased to meet emerging hirer needs e.g. a ceiling projector, a drop-down projector screen, super-fast wi-fi, separate wi-fi networks for regular room hirers, chairs suitable for counselling sessions and their guests.

Advising and guiding persons willing to undertake voluntary services

- Ashford Volunteer Centre has run various projects, such as the Volunteer Car Scheme, Befriending Scheme and Men in Sheds scheme (in partnership with UprisingUK), to enable local people to volunteer and to support people in the local community be less socially isolated and to have greater wellbeing.
- More than 5400 trips were undertaken by the volunteer car scheme to support people to access essential appointments, such as GP and hospital appointments. Feedback from people using this service included "This is an excellent service, it helps me to get to where I need to be, I couldn't thank the volunteers enough for the service they provide", "The car scheme and volunteers, give me peace of mind. I know my mother can get to her essential doctor's appointments and she is safe. Thank you to everyone involved", "Thank you - I don't know where I would be without you and the volunteers"
- The AVC Befriending Scheme for isolated and elderly people in the borough, was open to 50 people for either face-to-face weekly visits, group befriending sessions, telephone or letter befriending, by an AVC volunteer. Feedback from people who received the befriending service includes: "I look forward to seeing her (my befriender) every week. She is very good company. Thank you", "My volunteer has made a big difference to me, she helps me with lots of things and I look forward to our conversations". Feedback from volunteers who befriend people include "I really look forward to my visits. We talk about a lot of different things when I visit plus have a cup of tea at the same time", "When I do my calls, I know that I make a difference as I can hear it in the person's voice and what they are saying. The telephone calls are also interesting too", "I enjoy helping as a befriender. If it ever happens and I need it, I will get a volunteer to befriend me!"
- The Men in Sheds Scheme ran weekly sessions every Tuesday and was aimed at men who feel isolated in their local community in the borough. This was a popular session, run in partnership with UprisingUK and many items were made from wood e.g. tables and planters. Feedback from men who took part in the sessions includes "Yes, good session, this is a good place to be", "It's good being here, we just get on with it and talk when we want to", "I like the atmosphere here - you can chill but still do what you need to do. If there's anything bothering you, by the time the session finishes you've chilled completely and that often makes things a lot clearer", "I like coming here. You make things and we will meet up outside of the session if we want to. I didn't know anyone when I started though but now I do and that's good", "it's a place here for us, for me and what I want to do. There's no pressure and you can be yourself".
- It is estimated that volunteers at Ashford Volunteer Centre, gave over 20,000 volunteering hours to their local community. This achievement was celebrated during National Volunteers Weeks and through various volunteer recognition activities e.g. thank you cards and events.
- In its role as a local champion for volunteering, Ashford Volunteer Centre were a panel member for this year's Ashford Borough Council's Civic Award which recognised local volunteering. Feedback from volunteers on their volunteering experience include: "It's great - love it!", "Wish I'd started volunteering earlier - I really enjoy it", "I've met a lot of people through volunteering, everywhere I go I seem to meet someone I know now. It takes me ages to go through town now - as I keep meeting people I meet and talking with them!", "I started to volunteer to help me get skills for a job and now I've got a job. Being here (volunteering), gave me lots of skills for my CV and at the interview we talked mostly about what I did as a volunteer", "Its helped me meet people and also to help out in my local area - I moved here not knowing people and through volunteering, I now know people", "Its nice to know that you are doing something that makes someone smile - volunteering definitely makes a lot of people smile".
- As part of our charity's activities, we ran various awareness campaigns and weeks to promote volunteering and highlight local need e.g. Volunteers Week, Trustees Week, Befriending Week, Green Week., cost of living crisis etc. Feedback on the campaigns include "Thank you for the Trustees Week free resource pack, it was really useful, and I've already started using it!".

- During this year a partnership between Ashford Volunteer Centre, Kent County Council and the Lord Lieutenant of Kent's Office grew and the 'Kent Volunteers initiative' provided support to 476 organisations for their volunteer management and recruitment of volunteers. In August 2022 a survey of Volunteer Managers across Kent was run to understand more about their emerging needs following the pandemic. 216 Volunteer Managers responded to the survey and actions to address these needs were implemented. Ashford Volunteer Centre also co-ordinated the Kent Volunteer Partnership Initiative, across other Volunteer Centres in Kent. This involved working with other Volunteer Centres to support, through the Kent County Council grant, their delivery in other Kent districts.
- Representation of Ashford Volunteer Centre was provided on the county VCSE steering group, which provided strategic feedback to Kent's leaders in issues affecting volunteers e.g., cost of living impact on volunteers.

Advising and guiding organisations using volunteers, particularly those being members of the centre (including holding and conducting conferences, seminars plus enquiries)

- The Kent Volunteers initiative provided an online resource bank, of over 150 free resources, to support volunteer management and provided a volunteer matching-platform that volunteers and organisations could access.
- Ashford Volunteer Centre continues to play a key role in the Stronger Kent Communities organisation - which during this period, has been successful in securing a national lottery bid to provide free support, triage and training for VCSE organisations in Kent.
- Ashford Volunteer Centre continued its role as an Umbrella Organisation for the DBS service and as provided training for community groups/organisations so that they could administer DBS checks on their volunteers successfully. Over 100 DBS checks were completed during this period.
- Networking session and information mailings for advising and guiding organisations were regularly provided/issued.
- 2 Care Navigators continued to operate from William Harvey Hospital enabling patients and supported 773 patients (making 1442 referrals) to support the safety and independence of patients leaving the care of William Harvey Hospital.
- Working in partnership with Ashford Borough Council, the Centre provided a Community Connector project to network and support over 300 community groups/organisations that operate in the Borough. Feedback of local demand/needs from the project was provided to key stakeholders to help inform local future planning and support for the voluntary sector in the Borough.
- Information about free conferences (often virtual due to the pandemic), free training opportunities (e.g. Response courses) from key partners e.g. Funding For All and other Volunteer Centres in Kent, free sector developments e.g., funding opportunities, were circulated to community groups/organisations via regular newsletters, website and social media updates.

FINANCIAL REVIEW

Reserves policy

The results for the year and financial position of the Company are shown in the annexed Financial Statements. During the period, the Company continued to operate the property at 8 Elwick Road, Ashford. The Reserves Policy is that free reserves should cover 6 months of operating expenditure.

FUTURE PLANS

Trustees have acknowledged that one of the principle risks for the charity during 2023-24 is the national cost of living crisis and high national rate of inflation; which will have a negative impact on key funding bodies e.g. Kent County Council, and the beneficiaries of Ashford Volunteer Centre.

As a result of this potential risk to the charity the following work will be undertaken:

- Review current charity activities, to understand any negative of impact of the cost of living crisis on both beneficiaries and activities and take appropriate action.
- Scope new funding and opportunities
- Obtain greater financial insight into the charities activities to prepare and take appropriate action, in relation to the high inflation rate negatively affecting the charities activities

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Ashford Volunteer Centre's is formally governed by a Memorandum and Articles of Association (dated 5 June 2015) which details how the charity is run.

Ashford Volunteer Centre is both a charity and a Private Limited Company by guarantee without share capital use of 'limited' exemption. The company is registered with Companies House - company number 03464057 and with the Charity Commission - company number 1066765. The charity itself is not part of a wider network of charities.

Recruitment and appointment of new trustees

Recruitment and appointing new trustees is undertaken at the charity's Annual General Meeting whereby trustees are recruited by an election of members. In accordance to the Memorandum and Articles of Association new trustees can be elected by a vote at the charity's Board of Director's meeting. No person or external body is entitled to appoint one or more of the Ashford Volunteer Centre charity trustees.

Organisational structure

Ashford Volunteer Centre's Memorandum and Articles of Association detail that the charity is governed by a Board of trustees who are all volunteers and as the charity is also a company, trustees are automatically Directors of the charity.

The Chair of the Board of Directors/Trustees at Ashford Volunteer Centre is responsible for line managing the 10 (4 full time and 6 part-time) members of staff employed by Ashford Volunteer Centre.

Induction and training of new trustees

Trustee induction includes an information pack concerning key documents/legislation, opportunity to attend external trustee training, meeting with existing trustees/staff and opportunities to 'buddy' with an existing trustee. An annual skills audit is undertaken by trustees to identify training opportunities and areas of development for board trustees.

In line with the Ashford Volunteer Centre expenses policy, as volunteers the Board of Directors are allowed to be claim travel expenses to and from the board meetings. The amount claimed for travel expenses is the same for volunteers and employees

Key management remuneration

To meet the charitable purposes of Ashford Volunteer Centre the trustees employ staff. All salaries are benchmarked against the salaries of similar organisations (e.g. other Volunteer Centres) and this is brought to the Board of Directors meeting for agreement before any jobs are advertised.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

03464057 (England and Wales)

Registered Charity number

1066765

Registered office

Berwick House
8 Elwick Road
Ashford
Kent
TN23 1PF

Trustees

P E Ananicz Trustee (resigned 29.10.22)
Ms L Cockle
R Davidson (appointed 6.6.23)
P Feacey
Ms C S Hannah
Mrs J A Webb
C F Morley
Ms A Scott

Independent Examiner

Calcutt Matthews WBZ Ltd
19 North Street
Ashford
Kent
TN24 8LF

Approved by order of the board of trustees on12th Dec 2023..... and signed on its behalf by:



.....
P Feacey - Trustee

Independent examiner's report to the trustees of Ashford Volunteer Centre ('the Company')

I report to the charity trustees on my examination of the accounts of 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 your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

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

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

Nicholas Hume FCA

Nicholas Hume FCA
Calcutt Matthews WBZ Ltd
19 North Street
Ashford
Kent
TN24 8LF

Date: 12th December 2023

ASHFORD VOLUNTEER CENTRE

STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 March 2023

	Notes	Unrestricted fund £	Restricted funds £	31.3.23 Total funds £	31.3.22 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		52,100	279,529	331,629	319,004
Other trading activities	2	37,725	2,750	40,475	15,600
Investment income	3	6,345	-	6,345	120
Other income		<u>5,464</u>	<u>31,662</u>	<u>37,126</u>	<u>18,526</u>
Total		<u>101,634</u>	<u>313,941</u>	<u>415,575</u>	<u>353,250</u>
EXPENDITURE ON					
Charitable activities					
Community Premises & Volunteering Service					
		<u>28,317</u>	<u>344,510</u>	<u>372,827</u>	<u>315,751</u>
NET INCOME/(EXPENDITURE)					
Transfers between funds	11	73,317 <u>(13,047)</u>	(30,569) <u>13,047</u>	42,748 <u>-</u>	37,499 <u>-</u>
Net movement in funds		60,270	(17,522)	42,748	37,499
RECONCILIATION OF FUNDS					
Total funds brought forward		127,636	429,681	557,317	519,818
TOTAL FUNDS CARRIED FORWARD		<u>187,906</u>	<u>412,159</u>	<u>600,065</u>	<u>557,317</u>

The notes form part of these financial statements

ASHFORD VOLUNTEER CENTRE

BALANCE SHEET
31 March 2023

	Notes	Unrestricted fund £	Restricted funds £	31.3.23 Total funds £	31.3.22 Total funds £
FIXED ASSETS					
Tangible assets	7	61	284,946	285,007	284,640
CURRENT ASSETS					
Debtors	8	28,400	5,012	33,412	7,350
Cash at bank		<u>183,901</u>	<u>229,009</u>	<u>412,910</u>	<u>411,558</u>
		212,301	234,021	446,322	418,908
CREDITORS					
Amounts falling due within one year	9	(23,215)	(106,809)	(130,024)	(144,991)
		<u>189,086</u>	<u>127,212</u>	<u>316,298</u>	<u>273,917</u>
NET CURRENT ASSETS					
		189,147	412,158	601,305	558,557
TOTAL ASSETS LESS CURRENT LIABILITIES					
PROVISIONS FOR LIABILITIES	10	(1,240)	-	(1,240)	(1,240)
		<u>187,907</u>	<u>412,158</u>	<u>600,065</u>	<u>557,317</u>
NET ASSETS					
FUNDS					
Unrestricted funds	11			187,907	127,636
Restricted funds				<u>412,158</u>	<u>429,681</u>
TOTAL FUNDS					
				<u>600,065</u>	<u>557,317</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each 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 financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

ASHFORD VOLUNTEER CENTRE

BALANCE SHEET - continued
31 March 2023

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

The financial statements were approved by the Board of Trustees and authorised for issue on 12 DEC 23 and were signed on its behalf by:



.....
P Feacey - Trustee

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

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

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 20% on cost
Computer equipment	- 25% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

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

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. OTHER TRADING ACTIVITIES

	31.3.23	31.3.22
	£	£
Office Rental	37,725	14,536
Service Charge	<u>2,750</u>	<u>1,064</u>
	<u>40,475</u>	<u>15,600</u>

3. INVESTMENT INCOME

	31.3.23	31.3.22
	£	£
Deposit account interest	<u>6,345</u>	<u>120</u>

4. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.23	31.3.22
	£	£
Depreciation - owned assets	<u>4,839</u>	<u>3,202</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

6. STAFF COSTS

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

	31.3.23	31.3.22
Staff	<u>10</u>	<u>17</u>

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

7. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1 April 2022	276,229	19,758	16,365	312,352
Additions	-	-	5,206	5,206
At 31 March 2023	<u>276,229</u>	<u>19,758</u>	<u>21,571</u>	<u>317,558</u>
DEPRECIATION				
At 1 April 2022	-	19,702	8,010	27,712
Charge for year	-	56	4,783	4,839
At 31 March 2023	-	<u>19,758</u>	<u>12,793</u>	<u>32,551</u>
NET BOOK VALUE				
At 31 March 2023	<u>276,229</u>	<u>-</u>	<u>8,778</u>	<u>285,007</u>
At 31 March 2022	<u>276,229</u>	<u>56</u>	<u>8,355</u>	<u>284,640</u>

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.23	31.3.22
	£	£
Trade debtors	23,491	5,791
Accrued income	8,022	-
Prepayments	<u>1,899</u>	<u>1,559</u>
	<u>33,412</u>	<u>7,350</u>

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.23	31.3.22
	£	£
Trade creditors	18,879	17,363
Pension	393	408
Other Creditors	-	587
Accruals and deferred income	106,811	123,356
Accrued expenses	1,072	408
Rent Deposits	<u>2,869</u>	<u>2,869</u>
	<u>130,024</u>	<u>144,991</u>

10. PROVISIONS FOR LIABILITIES

	31.3.23	31.3.22
	£	£
Contingency Fund	<u>1,240</u>	<u>1,240</u>

11. MOVEMENT IN FUNDS

	At 1.4.22	Net movement in funds	Transfers between funds	At 31.3.23
	£	£	£	£
Unrestricted funds				
General fund	127,636	73,318	(13,047)	187,907
Restricted funds				
Designated	276,168	-	-	276,168
Community Transport	25,953	(23,709)	4,893	7,137
NHS - Hospital Care	3,520	1,126	-	4,646
Befriending	62,220	3,444	-	65,664
Response Adult Education	900	(24)	-	876
Ashford Borough Council	2,314	(34)	-	2,280
Men in Sheds	16,608	1,257	-	17,865
Timebanking	17,439	(16,118)	-	1,321
Marharben	1,631	(235)	10	1,406
Community Connector	13,122	(5,718)	-	7,404
DBS	2,043	(307)	-	1,736
Room Hire	4,159	(810)	-	3,349
Kent Project	3,604	14,401	-	18,005
Colyer Fergusson Trust	-	(595)	595	-
Ninevah Charitable Trust	-	1,815	-	1,815
Resettlement	-	(694)	1,209	515
KCC Youth	-	(4,369)	6,340	1,971
	<u>429,681</u>	<u>(30,570)</u>	<u>13,047</u>	<u>412,158</u>
TOTAL FUNDS	<u>557,317</u>	<u>42,748</u>	<u>-</u>	<u>600,065</u>

11. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	101,634	(28,316)	73,318
Restricted funds			
Community Transport	39,161	(62,870)	(23,709)
NHS - Hospital Care	56,462	(55,336)	1,126
Befriending	18,391	(14,947)	3,444
Response Adult Education	-	(24)	(24)
Ashford Borough Council	-	(34)	(34)
Men in Sheds	5,791	(4,534)	1,257
Timebanking	1	(16,119)	(16,118)
Marharben	-	(235)	(235)
Community Connector	-	(5,718)	(5,718)
DBS	2,750	(3,057)	(307)
Room Hire	-	(810)	(810)
Kent Project	124,999	(110,598)	14,401
Colyer Fergusson Trust	3,121	(3,716)	(595)
Ninevah Charitable Trust	3,265	(1,450)	1,815
Resettlement	20,000	(20,694)	(694)
KCC Youth	40,000	(44,369)	(4,369)
	<u>313,941</u>	<u>(344,511)</u>	<u>(30,570)</u>
TOTAL FUNDS	<u>415,575</u>	<u>(372,827)</u>	<u>42,748</u>

11. MOVEMENT IN FUNDS - continued**Comparatives for movement in funds**

	At 1.4.21 £	Net movement in funds £	At 31.3.22 £
Unrestricted funds			
General fund	122,172	5,464	127,636
Restricted funds			
Designated	276,168	-	276,168
Community Transport	35,540	(9,587)	25,953
NHS - Hospital Care	507	3,013	3,520
Befriending	45,689	16,531	62,220
Response Adult Education	-	900	900
Ashford Borough Council	2,314	-	2,314
Men in Sheds	9,833	6,775	16,608
Timebanking	9,133	8,306	17,439
Marharben	1,631	-	1,631
Community Connector	9,101	4,021	13,122
DBS	500	1,543	2,043
Room Hire	-	4,159	4,159
Website - Kent Volunteers	3,230	(3,230)	-
Edward Gosling	4,000	(4,000)	-
Kent Project	-	3,604	3,604
	<u>397,646</u>	<u>32,035</u>	<u>429,681</u>
TOTAL FUNDS	<u>519,818</u>	<u>37,499</u>	<u>557,317</u>

11. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	41,934	(36,470)	5,464
Restricted funds			
Community Transport	42,498	(52,085)	(9,587)
NHS - Hospital Care	59,945	(56,932)	3,013
Befriending	54,265	(37,734)	16,531
Response Adult Education	1,300	(400)	900
Men in Sheds	6,999	(224)	6,775
Timebanking	47,975	(39,669)	8,306
Community Connector	19,999	(15,978)	4,021
DBS	1,584	(41)	1,543
Room Hire	4,171	(12)	4,159
Virtual Training Package	4,500	(4,500)	-
Website - Kent Volunteers	1	(3,231)	(3,230)
Edward Gosling	-	(4,000)	(4,000)
Kent Project	55,001	(51,397)	3,604
Colyer Fergusson Trust	11,078	(11,078)	-
Ninevah Charitable Trust	2,000	(2,000)	-
	<u>311,316</u>	<u>(279,281)</u>	<u>32,035</u>
TOTAL FUNDS	<u>353,250</u>	<u>(315,751)</u>	<u>37,499</u>

11. MOVEMENT IN FUNDS - continued

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

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
Unrestricted funds				
General fund	122,172	78,782	(13,047)	187,907
Restricted funds				
Designated	276,168	-	-	276,168
Community Transport	35,540	(33,296)	4,893	7,137
NHS - Hospital Care	507	4,139	-	4,646
Befriending	45,689	19,975	-	65,664
Response Adult Education	-	876	-	876
Ashford Borough Council	2,314	(34)	-	2,280
Men in Sheds	9,833	8,032	-	17,865
Timebanking	9,133	(7,812)	-	1,321
Marharben	1,631	(235)	10	1,406
Community Connector	9,101	(1,697)	-	7,404
DBS	500	1,236	-	1,736
Room Hire	-	3,349	-	3,349
Website - Kent Volunteers	3,230	(3,230)	-	-
Edward Gosling	4,000	(4,000)	-	-
Kent Project	-	18,005	-	18,005
Colyer Fergusson Trust	-	(595)	595	-
Ninevah Charitable Trust	-	1,815	-	1,815
Resettlement	-	(694)	1,209	515
KCC Youth	-	(4,369)	6,340	1,971
	<u>397,646</u>	<u>1,465</u>	<u>13,047</u>	<u>412,158</u>
TOTAL FUNDS	<u>519,818</u>	<u>80,247</u>	<u>-</u>	<u>600,065</u>

11. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	143,568	(64,786)	78,782
Restricted funds			
Community Transport	81,659	(114,955)	(33,296)
NHS - Hospital Care	116,407	(112,268)	4,139
Befriending	72,656	(52,681)	19,975
Response Adult Education	1,300	(424)	876
Ashford Borough Council	-	(34)	(34)
Men in Sheds	12,790	(4,758)	8,032
Timebanking	47,976	(55,788)	(7,812)
Marharben	-	(235)	(235)
Community Connector	19,999	(21,696)	(1,697)
DBS	4,334	(3,098)	1,236
Room Hire	4,171	(822)	3,349
Virtual Training Package	4,500	(4,500)	-
Website - Kent Volunteers	1	(3,231)	(3,230)
Edward Gosling	-	(4,000)	(4,000)
Kent Project	180,000	(161,995)	18,005
Colyer Fergusson Trust	14,199	(14,794)	(595)
Ninevah Charitable Trust	5,265	(3,450)	1,815
Resettlement	20,000	(20,694)	(694)
KCC Youth	40,000	(44,369)	(4,369)
	<u>625,257</u>	<u>(623,792)</u>	<u>1,465</u>
TOTAL FUNDS	<u>768,825</u>	<u>(688,578)</u>	<u>80,247</u>

Restricted funds are as below:

Designated fund - Fixed assets purchased (including the freehold property at Berwick House) using funds set aside for this purpose.

NHS Kent and Medway - funded 2 Information Advice and Guidance Care Navigators at William Harvey Hospital and contributed to the community car scheme

Befriending - this project, which aimed to reduce the social isolation of people across the borough, is funded by a variety of funders including Ninevah, Edward Gosling and Colyer Ferguson. Within the project is a Men in Sheds Scheme, which was specifically aimed at isolated males.

Community car scheme - is funded by NHS Kent and Medway and also from contributions from beneficiaries using this scheme.

Resettlement project - is funded by Ashford Borough Council and supports people the borough who have been resettled in the area.

11. MOVEMENT IN FUNDS - continued

KCC Youth and Kent Volunteers - were pilot projects funded by Kent County Council and the projects focused on promoting and supporting volunteering across the county of Kent. The project was run in partnership with other Volunteer Centres

Ashford Borough Council - provided project grants to support building initiatives and also funded the Community Connector project, which supported activities with the local VCSE sector.

DBS - Ashford Volunteer Centre is a registered umbrella organisation for DBS checks and is able to undertake individual DBS checks and support other organisations administer DBS checks.

Response Adult Education - this project covers facilitating RESPONSE courses, on behalf of Kent Adult Education. The courses are aimed at people not in Education, Employment or Training (NEET).

Room hire - Berwick House is available for room hire for local organisations.

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2023.

ASHFORD VOLUNTEER CENTRE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 March 2023

	31.3.23 £	31.3.22 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	6,746	4,570
Grants	<u>324,883</u>	<u>314,434</u>
	331,629	319,004
Other trading activities		
Office Rental	37,725	14,536
Service Charge	<u>2,750</u>	<u>1,064</u>
	40,475	15,600
Investment income		
Deposit account interest	6,345	120
Other income		
Transport Income	34,786	17,526
Consultancy Fees	<u>2,340</u>	<u>1,000</u>
	<u>37,126</u>	<u>18,526</u>
Total incoming resources	415,575	353,250
EXPENDITURE		
Charitable activities		
Community Transport	24,395	16,898
Grants to institutions	<u>25,152</u>	<u>38,500</u>
	49,547	55,398
Support costs		
Management		
Wages	175,627	163,720
Rates and water	1,224	632
Insurance	2,763	4,492
Light and heat	5,891	3,546
Postage and stationery	6,012	5,803
Advertising	17,881	2,678
Sundries	11,660	3,624
Cleaning	3,953	3,289
DBS Application	1,824	-
Carried forward	226,835	187,784

This page does not form part of the statutory financial statements

ASHFORD VOLUNTEER CENTRE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 March 2023

	31.3.23	31.3.22
	£	£
Management		
Brought forward	226,835	187,784
HR Expenditure	7,045	5,556
IT Expenses	25,469	20,031
Room Hire	4,327	1,359
Travel	615	457
Volunteer Expenses	637	49
Other Professional Fees	818	1,374
External tutor hire	8,038	10,870
Consulting	13,551	14,537
Depreciation of tangible and heritage assets	<u>4,840</u>	<u>3,202</u>
	292,175	245,219
Finance		
Bank charges	617	282
Information technology		
Repairs and renewals	24,113	9,905
Other		
Bad Debts	-	630
Governance costs		
Accountancy and legal fees	<u>6,375</u>	<u>4,317</u>
Total resources expended	<u>372,827</u>	<u>315,751</u>
Net income	<u>42,748</u>	<u>37,499</u>

This page does not form part of the statutory financial statements

ASHFORD VOLUNTEER CENTRE

England & Wales - Charity number 1066765

Accounts

REGISTERED COMPANY NUMBER: 03464057 (England and Wales)
REGISTERED CHARITY NUMBER: 1066765

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022
FOR
ASHFORD VOLUNTEER CENTRE

Calcutt Matthews WBZ Ltd
19 North Street
Ashford
Kent
TN24 8LF

ASHFORD VOLUNTEER CENTRE

CONTENTS OF THE FINANCIAL STATEMENTS
for the Year Ended 31 March 2022

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Detailed Statement of Financial Activities	19 to 20

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provisions of 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).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Ashford Volunteer Centre's Articles of Understanding state that the charity's objects are:

To promote and improve the efficiency and effectiveness of charities and organisations whose purposes are charitable in direct pursuit of their objectives including by:

- The provision of office accommodation and ancillary facilities
- Advising and guiding persons willing to undertake voluntary services
- Advising and guiding organisations using volunteers, particularly those being members of the centre
- Holding and conducting conferences, seminars and enquiries

To help raise awareness of its charity objectives the Volunteer Centre mission/purpose is kept simple: to connect, empower and enable residents to volunteer to enrich the lives of individuals and communities.

Values

Ashford Volunteer Centre holds 5 high-level values and these are woven through our way of working and our commitment to volunteering. Our values also ensure Ashford Volunteer Centre is a great place to work. Our 5 values are being: being passionate, proud, humble, honest and having integrity. We conduct ourselves to the highest professional standards. We act in accordance with our values, even when it is difficult.

Public benefit

The Charity's Trustees have complied with their duties under the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission. Ashford Volunteer Centre's particular public benefit activities are included below, illustrating the commitment of the Charity to strengthening the community volunteering and organisations of Kent.

ACHIEVEMENT AND PERFORMANCE

ACTIVITIES UNDERTAKEN TO ACHIEVE OUR STRATEGIC AIMS

The provision of office accommodation and ancillary facilities

- Berwick House, the community building owned by Ashford Volunteer Centre, has been successfully utilised to support free and subsidised hire for community groups/organisations. The charity has refurbished rooms within Berwick House to provide additional counselling space to hire to address the growing mental health need of people following the covid pandemic.
- Growing the local sector's confidence in room hire following the pandemic has been a key activity for this financial year, as confidence in group meetings has been negatively affected by the covid pandemic. Free and highly subsidised room hire, along with, an increase
- Ashford Volunteer Centre remained based at Berwick House throughout this financial year and provided additional to support groups/organisations to regain confidence in group face to face meetings and to be able to achieve their objectives.
- During this period work was undertaken to develop the Berwick House weekend and out-of-office hours room hire offer for community groups/organisations.

Advising and guiding persons willing to undertake voluntary services

- Ashford Volunteer Centre has run various projects e.g. volunteer car scheme, befriending scheme, timebanking, men in sheds scheme (in partnership with UprisingUK), to enable local people to volunteer and to support people in the local community be less socially isolated and to have greater wellbeing. In excess of trips were undertaken by the volunteer car scheme and the befriending scheme (which holds the NVCO Quality Mark) was open to 50 people for face-to-face weekly visits by volunteers. It is estimated that volunteers, gave over 20,000 volunteering hours to their local community.
- A partnership with the Lord Lieutenant of Kent's Office provided an opportunity to work in partnership on the Kent Volunteers website and increase the local volunteering offer from the Ashford Volunteer Centre. It increased the offer as it provided a new 24/7 volunteer platform for potential volunteers and organizations via the kentvolunteers.org.uk website and meant that volunteers could apply for opportunities directly from a database that was available outside the opening hours of the Volunteer Centre. It also enabled organisations to be able to have greater independence and approach potential volunteers on the CRM's online matching platform. In addition, over 100+ free resources, to support community groups/organisations, with their volunteer management issues e.g., recruitment, developing young volunteer opportunities, was developed on the website by Ashford Volunteer Centre.
- Representation of Ashford Volunteer Centre was provided on the county VCSE steering group, which provided strategic feedback to Kent's leaders in issues affecting volunteers e.g., fuel increase.
- A webinar was run (in partnership with the Lord Lieutenant's of Kent office and Kent Community Foundation) to provide information to community groups/organisations about the Queens Award for Voluntary Service (the national award to recognise volunteer contribution in community groups/organisations). As a result of the awareness raising with community groups, this resulted in double the number of applications from community groups/organisations in Kent for this award.
- Ashford Volunteer Centre were selected by Kent County Council for their Volunteering Pilot across Kent. This resulted in the Kent Volunteer Partnership (consisting of Volunteer Centres across the county) being formed and resources being obtained to: redevelop kentvolunteers.org.uk further, provide resourcing to local volunteers to run local drop-in sessions and forums for volunteers, to fund additional volunteer transport for medical/covid vaccinations and to fund additional strategic involvement regarding Volunteering in Kent.

Advising and guiding organisations using volunteers, particularly those being members of the centre (including holding and conducting conferences, seminars plus enquiries)

- Ashford Volunteer Centre continued its role as an Umbrella Organisation for the DBS service and as provided training for community groups/organisations so that they could administer DBS checks on their volunteers successfully.
- Networking session and information mailings for advising and guiding organisations were regularly provided/issued.
- 2 Care Navigators continued to operate from William Harvey Hospital enabling patients and supported 739 patients (making 1596 referrals) to support the safety and independence of patients leaving the care of William Harvey Hospital.

- Working in partnership with Ashford Borough Council, the Centre provided a Community Connector project to network and support over 150 community groups/organisations that operate in the Borough. Feedback of local demand/needs from the project was provided to key stakeholders to help inform local future planning and support for the voluntary sector in the Borough.
- Information about free conferences (often virtual due to the pandemic), free training opportunities (e.g. Response courses) from key partners e.g. Funding For All and other Volunteer Centres in Kent, free sector developments e.g. guidance on Covid restrictions, funding opportunities, were circulated to community groups/organisations via regular newsletters, website and social media updates.

FINANCIAL REVIEW

Reserves policy

The results for the year and financial position of the Company are shown in the annexed Financial Statements. During the period, the Company continued to operate the property at 8 Elwick Road, Ashford. The Reserves Policy is that free reserves should cover 6 months of operating expenditure.

FUTURE PLANS

Trustees have acknowledged that one of the principle risks for the charity during 2022-23 is the national cost of living crisis and high national rate of inflation; which will have a negative impact on key funding bodies e.g. Kent County Council, and the beneficiaries of Ashford Volunteer Centre.

As a result of this potential risk to the charity the following work will be undertaken:

- Review current charity activities, to understand any negative of impact of the cost of living crisis on both beneficiaries and activities and take appropriate action.
- Scope new funding and opportunities
- Obtain greater financial insight into the charities activities to prepare and take appropriate action, in relation to the high inflation rate negatively affecting the charities activities

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Ashford Volunteer Centre's is formally governed by a Memorandum and Articles of Association (dated 5 June 2015) which details how the charity is run.

Ashford Volunteer Centre is both a charity and a Private Limited Company by guarantee without share capital use of 'Limited' exemption. The company is registered with Companies House - company number 03464057 and with the Charity Commission - company number 1066765. The charity itself is not part of a wider network of charities.

Recruitment and appointment of new trustees

Recruitment and appointing new trustees is undertaken at the charity's Annual General Meeting whereby trustees are recruited by an election of members. In accordance to the Memorandum and Articles of Association new trustees can be elected by a vote at the charity's Board of Director's meeting. No person or external body is entitled to appoint one or more of the Ashford Volunteer Centre charity trustees.

Organisational structure

Ashford Volunteer Centre's Memorandum and Articles of Association detail that the charity is governed by a Board of trustees who are all volunteers and as the charity is also a company, trustees are automatically Directors of the charity.

The Chair of the Board of Directors/Trustees at Ashford Volunteer Centre is responsible for line managing the 7 (7 full time and 1 part-time) members of staff employed by Ashford Volunteer Centre.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Induction and training of new trustees

Trustee induction includes an information pack concerning key documents/legislation, opportunity to attend external trustee training, meeting with existing trustees/staff and opportunities to 'buddy' with an existing trustee. An annual skills audit is undertaken by trustees to identify training opportunities and areas of development for board trustees.

In line with the Ashford Volunteer Centre expenses policy, as volunteers the Board of Directors are allowed to be claim travel expenses to and from the board meetings. The amount claimed for travel expenses is the same for volunteers and employees

Key management remuneration

To meet the charitable purposes of Ashford Volunteer Centre the trustees employ staff. All salaries are benchmarked against the salaries of similar organisations (e.g. other Volunteer Centres) and this is brought to the Board of Directors meeting for agreement before any jobs are advertised.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

03464057 (England and Wales)

Registered Charity number

1066765

Registered office

Berwick House
8 Elwick Road
Ashford
Kent
TN23 1PF


Trustees

P E Ananicz Trustee (resigned 29.10.22)
Ms L Cockle
P Feacey
Ms C S Hannah
Mrs J A Webb
C F Morley
Ms A Scott

Independent Examiner

Calcutt Matthews WBZ Ltd
19 North Street
Ashford
Kent
TN24 8LF

Approved by order of the board of trustees on21/12/22..... and signed on its behalf by:


.....
P Feacey - Trustee

Independent examiner's report to the trustees of Ashford Volunteer Centre ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

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

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

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

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



Nicholas Hume FCA
Institute of Chartered Accountants in England and Wales
Calcutt Matthews WBZ Ltd
19 North Street
Ashford
Kent
TN24 8LF

Date:22.12.22.....

ASHFORD VOLUNTEER CENTRE

STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 March 2022

	Notes	Unrestricted fund £	Restricted funds £	31.3.22 Total funds £	31.3.21 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		26,274	292,730	319,004	308,311
Other trading activities	2	14,536	1,064	15,600	20,369
Investment income	3	120	-	120	262
Other income		<u>1,004</u>	<u>17,522</u>	<u>18,526</u>	<u>7,459</u>
Total		<u>41,934</u>	<u>311,316</u>	<u>353,250</u>	<u>336,401</u>
EXPENDITURE ON					
Charitable activities					
Community Premises & Volunteering Service					
		<u>36,471</u>	<u>279,280</u>	<u>315,751</u>	<u>334,808</u>
NET INCOME		5,463	32,036	37,499	1,593
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>122,172</u>	<u>397,646</u>	<u>519,818</u>	<u>518,225</u>
TOTAL FUNDS CARRIED FORWARD		<u>127,635</u>	<u>429,682</u>	<u>557,317</u>	<u>519,818</u>

The notes form part of these financial statements

ASHFORD VOLUNTEER CENTRE

BALANCE SHEET

31 March 2022

	Notes	Unrestricted fund £	Restricted funds £	31.3.22 Total funds £	31.3.21 Total funds £
FIXED ASSETS					
Tangible assets	7	117	284,523	284,640	287,842
CURRENT ASSETS					
Debtors	8	1,661	5,689	7,350	13,608
Cash at bank		<u>141,039</u>	<u>270,519</u>	<u>411,558</u>	<u>263,554</u>
		142,700	276,208	418,908	277,162
CREDITORS					
Amounts falling due within one year	9	(13,941)	(131,050)	(144,991)	(43,946)
		<u>128,759</u>	<u>145,158</u>	<u>273,917</u>	<u>233,216</u>
NET CURRENT ASSETS					
		128,876	429,681	558,557	521,058
TOTAL ASSETS LESS CURRENT LIABILITIES					
PROVISIONS FOR LIABILITIES	10	(1,240)	-	(1,240)	(1,240)
		<u>127,636</u>	<u>429,681</u>	<u>557,317</u>	<u>519,818</u>
NET ASSETS					
FUNDS	11				
Unrestricted funds				127,636	122,172
Restricted funds				<u>429,681</u>	<u>397,646</u>
TOTAL FUNDS				<u>557,317</u>	<u>519,818</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each 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 financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

ASHFORD VOLUNTEER CENTRE

BALANCE SHEET - continued
31 March 2022

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

The financial statements were approved by the Board of Trustees and authorised for issue on 22/12/22 and were signed on its behalf by:


.....
P Feacey - Trustee

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

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

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 20% on cost
Computer equipment	- 25% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

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

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. OTHER TRADING ACTIVITIES

	31.3.22	31.3.21
	£	£
Office Rental	14,536	18,713
Service Charge	<u>1,064</u>	<u>1,656</u>
	<u>15,600</u>	<u>20,369</u>

3. INVESTMENT INCOME

	31.3.22	31.3.21
	£	£
Deposit account interest	<u>120</u>	<u>262</u>

4. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.22	31.3.21
	£	£
Depreciation - owned assets	<u>3,202</u>	<u>2,576</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the year ended 31 March 2021.

6. STAFF COSTS

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

	31.3.22	31.3.21
Staff	<u>17</u>	<u>16</u>

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

7. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1 April 2021 and 31 March 2022	<u>276,229</u>	<u>19,758</u>	<u>16,365</u>	<u>312,352</u>
DEPRECIATION				
At 1 April 2021	-	19,646	4,864	24,510
Charge for year	<u>-</u>	<u>56</u>	<u>3,146</u>	<u>3,202</u>
At 31 March 2022	<u>-</u>	<u>19,702</u>	<u>8,010</u>	<u>27,712</u>
NET BOOK VALUE				
At 31 March 2022	<u>276,229</u>	<u>56</u>	<u>8,355</u>	<u>284,640</u>
At 31 March 2021	<u>276,229</u>	<u>112</u>	<u>11,501</u>	<u>287,842</u>

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.22	31.3.21
	£	£
Trade debtors	5,791	10,011
Other debtors	-	751
Prepayments	<u>1,559</u>	<u>2,846</u>
	<u>7,350</u>	<u>13,608</u>

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.22	31.3.21
	£	£
Trade creditors	17,363	5,926
Pension	408	122
Other Creditors	587	-
Accruals and deferred income	123,356	34,634
Accrued expenses	408	-
Rent Deposits	<u>2,869</u>	<u>3,264</u>
	<u>144,991</u>	<u>43,946</u>

10. PROVISIONS FOR LIABILITIES

	31.3.22	31.3.21
	£	£
Contingency Fund	<u>1,240</u>	<u>1,240</u>

11. MOVEMENT IN FUNDS

	At 1.4.21	Net movement in funds	At 31.3.22
	£	£	£
Unrestricted funds			
General fund	122,172	5,464	127,636
Restricted funds			
Designated	276,168	-	276,168
Community Transport	35,540	(9,587)	25,953
NHS - Hospital Care	507	3,013	3,520
Befriending	45,689	16,531	62,220
Response Adult Education	-	900	900
Ashford Borough Council	2,314	-	2,314
Men in Sheds	9,833	6,775	16,608
Timebanking	9,133	8,306	17,439
Marharben	1,631	-	1,631
Community Connector	9,101	4,021	13,122
DBS	500	1,543	2,043
Room Hire	-	4,159	4,159
Website - Kent Volunteers	3,230	(3,230)	-
Edward Gosling	4,000	(4,000)	-
Kent Project	-	3,604	3,604
	<u>397,646</u>	<u>32,035</u>	<u>429,681</u>
TOTAL FUNDS	<u>519,818</u>	<u>37,499</u>	<u>557,317</u>

11. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	41,934	(36,470)	5,464
Restricted funds			
Community Transport	42,498	(52,085)	(9,587)
NHS - Hospital Care	59,945	(56,932)	3,013
Befriending	54,265	(37,734)	16,531
Response Adult Education	1,300	(400)	900
Men in Sheds	6,999	(224)	6,775
Timebanking	47,975	(39,669)	8,306
Community Connector	19,999	(15,978)	4,021
DBS	1,584	(41)	1,543
Room Hire	4,171	(12)	4,159
Virtual Training Package	4,500	(4,500)	-
Website - Kent Volunteers	1	(3,231)	(3,230)
Edward Gosling	-	(4,000)	(4,000)
Kent Project	55,001	(51,397)	3,604
Colyer Fergusson Trust	11,078	(11,078)	-
Ninevah Charitable Trust	2,000	(2,000)	-
	<u>311,316</u>	<u>(279,281)</u>	<u>32,035</u>
TOTAL FUNDS	<u>353,250</u>	<u>(315,751)</u>	<u>37,499</u>

11. MOVEMENT IN FUNDS - continued**Comparatives for movement in funds**

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General fund	169,890	(47,718)	122,172
Restricted funds			
Designated	276,168	-	276,168
Community Transport	27,793	7,747	35,540
Volunteer Brokerage	2,443	(2,441)	-
Can Do Crew	38	(38)	-
NHS - Hospital Care	682	(175)	507
Befriending	26,813	18,876	45,689
Ashford Borough Council	2,314	-	2,314
Men in Sheds	3,988	5,845	9,833
Timebanking	7,367	1,766	9,133
Marharben	731	900	1,631
Community Connector	-	9,101	9,101
DBS	-	500	500
Website - Kent Volunteers	-	3,230	3,230
Edward Gosling	-	4,000	4,000
	<u>348,335</u>	<u>49,311</u>	<u>397,646</u>
TOTAL FUNDS	<u>518,225</u>	<u>1,593</u>	<u>519,818</u>

11. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	63,829	(111,547)	(47,718)
Restricted funds			
Community Transport	18,126	(10,379)	7,747
Volunteer Brokerage	6,300	(8,741)	(2,441)
Can Do Crew	14,999	(15,037)	(38)
NHS - Hospital Care	56,759	(56,934)	(175)
Befriending	83,351	(64,475)	18,876
Response Adult Education	1,599	(1,599)	-
Men in Sheds	6,340	(495)	5,845
Timebanking	29,302	(27,536)	1,766
Marharben	15,999	(15,099)	900
Community Connector	29,071	(19,970)	9,101
DBS	1,726	(1,226)	500
Website - Kent Volunteers	5,000	(1,770)	3,230
Edward Gosling	4,000	-	4,000
	<u>272,572</u>	<u>(223,261)</u>	<u>49,311</u>
TOTAL FUNDS	<u>336,401</u>	<u>(334,808)</u>	<u>1,593</u>

11. MOVEMENT IN FUNDS - continued

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

	At 1.4.20 £	Net movement in funds £	At 31.3.22 £
Unrestricted funds			
General fund	169,890	(42,254)	127,636
Restricted funds			
Designated	276,168	-	276,168
Community Transport	27,793	(1,840)	25,953
Volunteer Brokerage	2,441	(2,441)	-
Can Do Crew	38	(38)	-
NHS - Hospital Care	682	2,838	3,520
Befriending	26,813	35,407	62,220
Response Adult Education	-	900	900
Ashford Borough Council	2,314	-	2,314
Men in Sheds	3,988	12,620	16,608
Timebanking	7,367	10,072	17,439
Marharben	731	900	1,631
Community Connector	-	13,122	13,122
DBS	-	2,043	2,043
Room Hire	-	4,159	4,159
Kent Project	-	3,604	3,604
	<u>348,335</u>	<u>81,346</u>	<u>429,681</u>
TOTAL FUNDS	<u>518,225</u>	<u>39,092</u>	<u>557,317</u>

11. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	105,763	(148,017)	(42,254)
Restricted funds			
Community Transport	60,624	(62,464)	(1,840)
Volunteer Brokerage	6,300	(8,741)	(2,441)
Can Do Crew	14,999	(15,037)	(38)
NHS - Hospital Care	116,704	(113,866)	2,838
Befriending	137,616	(102,209)	35,407
Response Adult Education	2,899	(1,999)	900
Men in Sheds	13,339	(719)	12,620
Timebanking	77,277	(67,205)	10,072
Marharben	15,999	(15,099)	900
Community Connector	49,070	(35,948)	13,122
DBS	3,310	(1,267)	2,043
Room Hire	4,171	(12)	4,159
Virtual Training Package	4,500	(4,500)	-
Website - Kent Volunteers	5,001	(5,001)	-
Edward Gosling	4,000	(4,000)	-
Kent Project	55,001	(51,397)	3,604
Colyer Fergusson Trust	11,078	(11,078)	-
Ninevah Charitable Trust	2,000	(2,000)	-
	<u>583,888</u>	<u>(502,542)</u>	<u>81,346</u>
TOTAL FUNDS	<u>689,651</u>	<u>(650,559)</u>	<u>39,092</u>

Restricted funds are as below:

Designated fund - Fixed assets purchased (including the freehold property at Berwick House) using funds set aside for this purpose.

'Can Do Crew' - The 'Can Do Crew' project at Ashford Volunteer Centre which provides volunteering brokerage and opportunities to young people (below the age of 25 years) across the borough of Ashford.

NHS Kent and Medway - Canterbury and Coastal Clinical Commissioning Group (CCG) funding two Information, Advice and Guidance navigators that work at the William Harvey Hospital, as part of the Hospital Discharge Team, to enable people to return safely to their homes from hospital.

Befriending - The Befriending project is funded by various funders including Kent County Council and run by Ashford Volunteer Centre provides volunteer befrienders for people over the age of 50 years who are vulnerable and isolated in Ashford.

11. MOVEMENT IN FUNDS - continued

Response Adult Education - Adult Education, within Kent County Council, fund Ashford Volunteer Centre to run one-day 'Introduction to Volunteering' courses aimed at adults in Ashford who are not in education, employment and training.

Community Transport - this is a volunteer car service for people who are vulnerable or find accessing public transport difficult. The service is partly funded by a grant from NHS Kent and Medway and from people who use the volunteer car service.

Men In Sheds - a project, based at Ashford Volunteer Centre, that enables isolated males and veterans to be more socially included.

Marharben - An integration project to support members of the resettled Syrian community in the borough to integrate more in the community and to engage with volunteering.

Kent Project - Kent County Council have funded a pilot volunteering project across Kent.

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2022.

ASHFORD VOLUNTEER CENTRE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 March 2022

	31.3.22 £	31.3.21 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	4,570	9,435
Grants	<u>314,434</u>	<u>298,876</u>
	319,004	308,311
Other trading activities		
Office Rental	14,536	18,713
Service Charge	<u>1,064</u>	<u>1,656</u>
	15,600	20,369
Investment income		
Deposit account interest	120	262
Other income		
Transport Income	17,526	7,459
Consultancy Fees	<u>1,000</u>	<u>-</u>
	<u>18,526</u>	<u>7,459</u>
Total incoming resources	353,250	336,401
EXPENDITURE		
Charitable activities		
Community Transport	16,898	4,949
Grants to institutions	<u>38,500</u>	<u>18,600</u>
	55,398	23,549
Support costs		
Management		
Wages	163,720	171,375
Rates and water	632	801
Insurance	4,492	6,161
Light and heat	3,546	3,514
Postage and stationery	5,803	7,505
Advertising	2,678	1,154
Sundries	3,624	3,438
Cleaning	3,289	3,316
HR Expenditure	5,556	3,992
Carried forward	193,340	201,256

This page does not form part of the statutory financial statements

ASHFORD VOLUNTEER CENTRE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 March 2022

	31.3.22	31.3.21
	£	£
Management		
Brought forward	193,340	201,256
IT Expenses	20,031	6,908
Room Hire	1,359	2,636
Travel	457	488
Volunteer Expenses	49	86
Other Professional Fees	1,374	6,681
External tutor hire	10,870	3,635
Consulting	14,537	-
Depreciation of tangible and heritage assets	<u>3,202</u>	<u>2,576</u>
	245,219	224,266
Finance		
Bank charges	282	95
Information technology		
Repairs and renewals	9,905	83,962
Other		
Bad Debts	630	-
Governance costs		
Accountancy and legal fees	<u>4,317</u>	<u>2,936</u>
Total resources expended	<u>315,751</u>	<u>334,808</u>
Net income	<u><u>37,499</u></u>	<u><u>1,593</u></u>

ASHFORD VOLUNTEER CENTRE

England & Wales - Charity number 1066765

Accounts

REGISTERED COMPANY NUMBER: 03464057 (England and Wales)
REGISTERED CHARITY NUMBER: 1066765

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021
FOR
ASHFORD VOLUNTEER CENTRE

Calcutt Matthews WBZ Ltd
Chartered Accountants
19 North Street
Ashford
Kent
TN24 8LF

ASHFORD VOLUNTEER CENTRE

CONTENTS OF THE FINANCIAL STATEMENTS
for the Year Ended 31 March 2021

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of 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).

During this unusual year, the Trustees have also taken into account the Charities SORP Committee's guidance regarding "Implications of COVID-19 control measures and charity financial reporting".

OBJECTIVES AND ACTIVITIES

Objectives and aims

Ashford Volunteer Centre's Articles of Understanding state that the charity's objects are:

To promote and improve the efficiency and effectiveness of charities and organisations whose purposes are charitable in direct pursuit of their objectives including by:

- The provision of office accommodation and ancillary facilities
- Advising and guiding persons willing to undertake voluntary services
- Advising and guiding organisations using volunteers, particularly those being members of the centre
- Holding and conducting conferences, seminars and enquiries

To help raise awareness of its charity objectives the Volunteer Centre mission/purpose is kept simple: to connect, empower and enable residents to volunteer to enrich the lives of individuals and communities.

Values

Ashford Volunteer Centre holds 5 high-level values and these are woven through our way of working and our commitment to volunteering. Our values also ensure Ashford Volunteer Centre is a great place to work

Value 1 - Passionate

We are passionate and determined about our vision, our work and we have a spirit of continuous improvement. We bring courage to our work and are willing to pioneer new ways forward. We enjoy freedom to change and pursue new possibilities for our future and the future of volunteering.

Value 2 – Proud

We will only grow our business in a way that makes us proud. We are proud to measure and know the differences we make to our beneficiaries

Value 3 - Humble

We show consideration for and value one another. We welcome the opportunity to learn through and with beneficiaries, stakeholders and employers. We know we are a formidable team but it is impossible to know everything.

Value 4 - Honest

We insist on truthfulness with each other, our beneficiaries, our stakeholders and in our business records. We expect and value openness.

Value 5 - Integrity

We conduct ourselves to the highest professional standards. We act in accordance with our values, even when it is difficult.

Our 5 Strategic Aims: what we will achieve

- Advance volunteering
- Support the volunteering infrastructure
- Support volunteering and volunteers
- Celebrate volunteering
- Strengthen our competence and capacity

Public benefit

The Charity's Trustees have complied with their duties under the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission. Ashford Volunteer Centre's particular public benefit activities are included below, illustrating the commitment of the Charity to strengthening the community volunteering and organisations of Kent.

ACHIEVEMENT AND PERFORMANCE

ACTIVITIES UNDERTAKEN TO ACHIEVE OUR STRATEGIC AIMS

Overview

The Board of Trustees is very pleased to report on a productive, if unusual, year for Ashford Volunteer Centre. This year's Trustees Annual Report must inevitably be set in the context of the Covid-19 pandemic where volunteers, in local neighbourhoods, undertook an unprecedented, essential and vital role in keeping people alive during the pandemic.

Covid Response

With the arrival of the Covid-19 pandemic, Ashford Volunteer Centre, with its focus on supporting volunteers, local people and community groups was at the heart of the frontline, local community response to the Covid-19 pandemic in the Borough of Ashford.

The response of volunteers and staff in the Covid-19 pandemic was unprecedented and without their vital contribution communities in the Borough of Ashford would have suffered greater effects of the pandemic.

During the year, Ashford Volunteer Centre:

- Supported 796 local people to either have information about local volunteering opportunities or be connected with local assistance from community groups in the Borough of Ashford
- During the year Ashford Volunteer Centre supported 190 different community groups (including groups set up just to deal with the covid pandemic)
- Ashford Volunteer Centre made over 1000 phone calls to community groups in the Borough of Ashford
- Ran 8 Virtual cuppas (virtual networking sessions) for community groups in the Borough of Ashford - which included key speakers on funding, volunteer management and Radio Ashford
- Supported its staff and volunteer to be 'covid-secure' and to work remotely during lockdown. This required the introduction of new ways of working e.g. the introduction of Microsoft 365 so that all files could be accessed, when required, outside Berwick House.
- New systems were put in place to enable the Board of Trustees to be able to act in a timely manner and to be able to make quick, effective decisions during the pandemic so that Ashford Volunteer Centre were able to react effectively to local demand and the Trustees were able to be fully informed about operational activities.
- Frequently feedback into local statutory information on local need e.g. communicating with Ashford Borough Council on a daily (at the start of the pandemic) then weekly basis - enabling 'real time' local need to be fed into local service provision and support during the pandemic

Befriending Service

The Befriending Project advances the Ashford Volunteer Centre public benefit and charitable purposes of promoting for the benefit of the community in the local district of Ashford in Kent by working with a statutory body (Kent County Council) to provide a befriending service to socially isolated adults, aged 50 years and over, in order to promote the protection of health and relief of poverty, distress and sickness. The service also serves to promote the specific Ashford Volunteer Centre objective of 'advising and guiding persons willing to undertake voluntary service' as staff at the centre support volunteers to 'befriend' isolated individuals in the community.

Due to the pandemic the Ashford Volunteer Centre Befriending service was needed more than ever by local people. The negative effects of a pandemic and national lockdown resulted, due to government restrictions, in the usual home visits not taking place by befrienders but alternative methods e.g. doorstep visits, telephone calls, being sought to safely keep in touch with people who needed the befriending service.

The Ashford Befriending Network was established to highlight the plethora of befriending services that were being established locally as a result of the pandemic. This involved Ashford Volunteer Centre creating a website outlining befriending services across the Borough and regular virtual network meetings which bring together groups that provide befriending services across the Borough. Also, run in partnership with Relate, as part of the Ashford Befriending Network, was a free 4-week training course to support community groups with issues linked to befriending and emotional support of clients.

Where possible during the year we continued to operate our vital Men in Sheds service once a week at Berwick House but this was limited to 2 'shedders' in at a time at the shed. We are thankful to Uprising UK for their assistance with running the Men In Sheds coronavirus service during the pandemic.

During 2020-21 115 volunteer befrienders were engaged with the Befriending service who befriended 103 people.

Quotes from people who are part of the Befriending service:

"My befriender is my absolute rock, she has been there for me this year and I don't know how I would've managed without her." (Joan)

"This year has been really bad for everyone - with covid and having to be in doors all the time. Jim, my befriender, has been my lifeline during this time, he has really cared for me and made sure that I was ok. He has called me, helped me with shopping and been there for me. Thank you ever so much" (John)

"Men in Sheds has given me something to look forward to each week. I came here not knowing people and now I know people, I have things to do and the people here are good." (Phil)

"Being a volunteer and befriending I know I make a difference to someone, it helps them and also helps me to know I have made a difference to someone" (Chris)

"Just calling someone for a welfare call really does make a real difference to people. They can have a nice chat on the phone whilst we call them making sure that they are ok and seeing if they need extra help. We also talk about anything they would like to talk about on the welfare call - my last call had someone telling me about his experience in the war" (Sarah)

Response Courses - Skills for Volunteers One-day Courses

The Response courses advance the public benefit and charitable purposes of working with a statutory body (Kent County Council) for the benefit of the community in Ashford in Kent by advancing the education, the protection of health and relief of poverty, distress and sickness. The Response courses also serves to promote the specific Ashford Volunteer Centre charitable objectives of 'advising and guiding persons willing to undertake voluntary service' and 'holding and conducting conferences, seminars and enquiries.

Due to the pandemic face-to-face Response group courses at Berwick House were not permitted due to government restriction, therefore, 2 online Responses have been held via Zoom.

Feedback from participants of the Response course:

"Thank you for the course. I enjoyed it and it helped me think more about what I wanted to do to volunteer. After the course I applied to 3 different places to volunteer." (Sam)

"I enjoyed the course and it was nice to meet new people. It was a good day." (Lucy)

Hospital Care Navigator Service

The Hospital Care Navigator service advances the public benefit and charitable purposes of Ashford Volunteer Centre as it benefits the local district of Ashford in Kent by working with a statutory body (Canterbury and Coastal Clinical Commissioning Group) to advance the education, protection and relief of poverty, distress and sickness by providing a free information, advice and guidance to people who are over the age of 59 and who are residing at William Harvey Hospital.

The Hospital Care Navigator service, based within the Integrated Discharge Team at William Harvey Hospital in Ashford, enables patients to remain as 'independent as possible' by providing independent, impartial advice which allows patients to be discharged from hospital and into a community setting. Due to the Covid-19 pandemic this service has been more needed than ever and has been operating remotely from the hospital - with our 2 Care Navigators liaising with families, clients and key stakeholders using digital technology and providing timely updates to the daily case review regarding their caseload.

In 2020-21 this service supported 739 patients and made 1536 referrals to external supporting organisations enabling adults to be more independent in their homes.

Feedback about the Hospital Care Navigator service:

"Thank you so much for your help at the hospital." (Gary)

"This has been a very difficult time and I was pleased to go home from hospital. Thank you to the staff who made this possible." (Joyce)

Can Do Crew (Youth Volunteering) Project

The Can Do Crew (Youth Volunteering) Project advances the Ashford Volunteer Centre charitable purposes and public benefit by benefitting the local district of Ashford in Kent, as it advances the education, protection of health and relief of poverty to individuals aged 16-25 years, by supporting and enabling young people to access volunteering opportunities in the local district of Ashford in Kent. The project also serves to promote the specific Ashford Volunteer Centre charitable purpose of 'advising and guiding persons willing to undertake voluntary services' and 'advising and guiding organisations using volunteers, particularly those members of the centre'.

The Can Do Crew is funded by a statutory body (Ashford Borough Council) supported 48 individual young people. Out of these 48 young people there were 15 young people, not in education, employment or training, supported by the Can Do Crew project. Others in this age group may have been part of the Covid Response but chose not to give their age when volunteering.

Feedback from young people supported by the Can Do Crew Project:

"I would also like to take this opportunity to say a big thankyou to yourselves for all the positive support you have given me over these past few months, it is very much appreciated. Ps I left a flyer of the A.V.C in the college-one good turn deserves another!" (Gaz)

"We are now working on the heath at Hothfield as Laura's volunteering for Duke of Edinburgh. Kent Wildlife Trust was very helpful, and it made it the best and easiest choice under these circumstances. Very many thanks for all your kind help connecting us to Kent Wildlife Trust" (Jane)

"Thank you for your help. Everything is going really well at the moment; I was successful with my interview at KSS CRC so I should be starting my training soon. Very excited about that." (Paul)

"Thank you so much for your help with connecting us with young people. It was really good to have nine students from the National Citizen Service at St Francis at the end of October. They did a great job in clearing brambles and making a bonfire." (Lee)

Community Connector Project

The Community Connector Project advances the Ashford Volunteer Centre charitable purposes and public benefit by benefitting the local district of Ashford in Kent, as it advances the education, protection of health and relief of poverty for individuals by supporting and enabling local people to have access to volunteering opportunities in the local district of Ashford in Kent. In addition, the project also serves to promote the Ashford Volunteer Centre objectives of 'holding and conducting conferences, seminars and enquires' and 'advising and guiding persons willing to undertake voluntary services' and 'advising and guiding organisations using volunteers, particularly those members of the centre'.

This is a new project, funded by Ashford Borough Council, which aims to support VCSE (Voluntary social community enterprise) community groups in the Borough of Ashford with information and signposting on key issues for community groups (e.g., funding, volunteer management), provide networking opportunities (e.g via 'virtual cuppa online meetings and 1:1 support for the community group where required. Feedback of local demand/needs from the project was provided to key stakeholders e.g. Ashford Borough Council, Kent County Council to help inform local future planning and support for the voluntary sector in the Borough.

140 community groups were supported by this project (e.g. receiving fortnightly e-newsletters and regular 'check in' calls from Ashford Volunteer Centre to thank the group for their hard work and to provide support with any issues) and speakers at the monthly virtual cuppa included Kent Community Foundation, Ashford Borough Council, Census Engagement Officer.

In partnership with Ashford Borough Council this project established a central map on the Ashford Borough Council website showing the location and information of community groups in Borough of Ashford enabling residents to independently be able contact local support from community groups directly.

Feedback from Community Connector project

Ashford Volunteer Centre have been a real source of support and help for Uprising Youth and Community over the last 18 months. As a charity that works with young hard to engage young people, finding a venue to deliver our programmes and base ourselves from was proving difficult. AVC welcomed us in and have made us feel at home in Berwick House, and have been patient and accommodating when we have had young people in the building - this isn't always the quietest!! Outside of providing a base for us, the team have been very supportive of the work we do and are always happy to promote and offer assistance." (Andy, Uprising UK)

"Through the Community Connector project, Ashford Borough Council work closely with Ashford Volunteer Centre to provide numerous services to support the voluntary sector, especially local community groups, to develop and thrive. We very much value the relationship we have with AVC and appreciate how hard they work to encourage and champion voluntary organisations and volunteers in Ashford." Michelle Byrne, Ashford Borough Council

Volunteer Car Service

The Volunteer Car service advances the Ashford Volunteer Centre charitable purpose by benefitting the local district of Ashford in Kent, as it advances the education, protection of health and relief of poverty to individuals by enabling socially isolated residents, in the district of Ashford, who are unable to use public transport to book and make transport journeys, using the car scheme, enabling residents to connect with their local communities of interest and attend vital health appointments. The service also serves to promote the Ashford Volunteer Centre's objective of 'providing office accommodation and ancillary facilities (as the car scheme office is a room at the Volunteer Centre) and 'advising and guiding persons willing to undertake voluntary services.

During 2020-21 the transport scheme provided a vital service during the pandemic to enable residents to get to essential medical appointments. To support the service during this difficult time and to assist with ensuring the service was covid-secure additional funding was secured from Kent Community Foundation to provide additional support for the transport service to be Covid secure.

During 2021-21 there were: 13396 trips using the volunteer car scheme and 417 welfare checks undertaken for clients that used this service. During this period this service was run by there were 38 volunteer drivers, with the support of 8 office volunteers.

Quotes from clients that have used the Volunteer Car Service:

'Thank you ever so much for my trips. My driver was wonderful.' (Sylvia)

'My driver was on time and I felt very safe in his car. I am so grateful for Ashford Volunteer Centre for this service. Thank you' (Fred)

"Thank you for looking after my Dad. Your car scheme gives me peace of mind about my Dad getting places safely. Thank you.' (John)

'I don't know what I would have done without the volunteer drivers and them helping to get to my hospital and doctors' appointments. Thank you' (Jean)

'Thank you for taking the time to check in on my Mum during lockdown. She misses getting out and about with her volunteer driver as everyone is on lockdown. Thank you for caring about my Mum and keeping in touch with me' (Pat)

Timebank

The Timebank Project advances the Ashford Volunteer Centre charitable purposes and public benefit by benefitting the local district of Ashford in Kent, as it advances the education, protection of health and relief of poverty for individuals by supporting and enabling local people to have access to volunteering opportunities, via the timebank, in the local district of Ashford in Kent.

Timebanking is a way for local people to exchange skills without any money changing hands. With timebanking, people offer their skills (volunteer) to help someone and for every hour they spend helping someone, they earn an hour back from their help from the time bank.

There are 106 members of the timebank and 1508 exchanges of time by the end of 2020-21. Due to the pandemic, there has been a focus on running virtual exchanges with Zumba and Yoga being provided on a weekly basis. Local stakeholder information sessions have been run, in partnership with Timebank UK, to local people and organisations.

To support local knowledge and understanding of best practice with regards to operating a timebank, Ashford Volunteer Centre regularly attended virtual get-togethers and virtual training sessions with other timebanks across the country. These virtual networking sessions were particularly helpful during the pandemic as it helped benchmark Ashford Volunteer Centre timebank activities and practices with other timebanks.

Feedback from Timebank members:

"I like being part of the timebank and watching the hours go up and seeing how much people are helping each other. It is nice as you don't just ask for help but you can, at the same time as asking for help, tell others how you can help them" (Shanti)

"Being part of the timebank makes me feel good" (Joe)

"I used some of the hours I had earned in the timebank to attend a quiz. It was very enjoyable and gave me an opportunity to meet new people and have some fun. This was particularly enjoyable as we were in lockdown at the time and I miss meeting new people" (Jamie)

Tenants and Room Hire at Berwick House

ASHFORD VOLUNTEER CENTRE

REPORT OF THE TRUSTEES for the Year Ended 31 March 2021

During 2020-21 Ashford Volunteer Centre has provided facilities and rooms for local charities to rent, this has advanced the Ashford Volunteer Centre's charitable purposes as it advances the education, the protection of health and relief of poverty to individuals access Ashford by providing affordable rooms and facilities for local charities to rent. This service also specifically serves to promote the Ashford Volunteer Centre charitable object of the 'provision of office accommodation and ancillary facilities). Local voluntary organisations that have hired Berwick include Relate, Shaw Trust, RBLI, Girl Guiding Ashford Knoll

In the Covid-19 pandemic Berwick House provided an invaluable local resource for the Volunteer Centre- particularly in the early months of the pandemic when there was little known about the Covid-19 virus transmission - as it provided essential space for staff and volunteers to work socially distanced around the building.

As the pandemic progressed the trustees took the opportunity to invest into extensive building work around Berwick House to improve its facilities. Building work included: refurbishment of all toilet facilities, updating the fire and security systems in place at Berwick House, upgrading the door intercom system to enable a video intercom facility and remote access and the introduction of an external CCTV system at Berwick House.

"The Volunteer Centre have really kept an eye on all our safety at Berwick House during Covid and helped us, as tenants adapt to the latest requirements. The refurbishments are lovely and we'll be hiring the conference room again soon!" (Tenant of Berwick House)

Stronger Kent Communities

The Stronger Kent Communities work has advanced the Ashford Volunteer Centre charitable purposes by benefitting the local communities in Kent, as it advances the education, protection of health and relief of poverty for individuals by running one-day courses for people (who are currently not in education, employment or training) to do with volunteering. The work specifically serves to promote the Ashford Volunteer Centre objectives of 'holding and conducting conferences, seminars and enquires.'

During 2020-21 Stronger Kent Communities helped Ashford Volunteer Centre to work in greater partnership with other local Volunteer Centres and provided support to advance the volunteering capacity of Ashford Volunteer Centre in the pandemic.

Other Notable Activities/Achievements

- Ashford Volunteer Centre has worked in partnership with the Lord Lieutenant's Office in Kent to produce a county-wide website for volunteering opportunities in Kent,
- Ashford Volunteer Centre has represented all Volunteer Centres across Kent on the Kent County Council Voluntary Sector Strategic Recovery Cell during the Covid-19 pandemic.
- Ashford Volunteer Centre continued to support Ashford Borough Council with the Project Marharben until the end of June 2020 - supporting the resettled Syrian families across the Borough at the height of the Covid-19 pandemic.

FINANCIAL REVIEW

Reserves policy

The results for the year and financial position of the Company are shown in the annexed Financial Statements. During the period, the Company continued to operate the property at 8 Elwick Road, Ashford. The Reserves Policy is that free reserves should cover 6 months of operating expenditure.

FUTURE PLANS

Trustees have acknowledged that one of the principal risks faced by the charity during 2021-22 is the expected reconfiguration of services provided by Kent County Council (statutory body) and Clinical Commissioning Groups (statutory bodies) and it is anticipated that this will affect the levels of grants that will be awarded to the charity in 2021-22. As a result of this potential risk to the charity in 2021-22 the following work will be undertaken:

- Scope new funding methods
- Explore new projects which deliver the charity's charitable objectives
- Develop Berwick House for room hire post Covid-19 pandemic

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Ashford Volunteer Centre's is formally governed by a Memorandum and Articles of Association (dated 5 June 2015) which details how the charity is run.

Ashford Volunteer Centre is both a charity and a Private Limited Company by guarantee without share capital use of 'limited' exemption. The company is registered with Companies House - company number 03464057 and with the Charity Commission - company number 1066765. The charity itself is not part of a wider network of charities.

Recruitment and appointment of new trustees

Recruitment and appointing new trustees is undertaken at the charity's Annual General Meeting whereby trustees are recruited by an election of members. In accordance to the Memorandum and Articles of Association new trustees can be elected by a vote at the charity's Board of Director's meeting. No person or external body is entitled to appoint one or more of the Ashford Volunteer Centre charity trustees.

Organisational structure

Ashford Volunteer Centre's Memorandum and Articles of Association detail that the charity is governed by a Board of trustees who are all volunteers and as the charity is also a company, trustees are automatically Directors of the charity.

The Chair of the Board of Directors/Trustees at Ashford Volunteer Centre is responsible for line managing the 7 (7 full time and 1 part-time) members of staff employed by Ashford Volunteer Centre.

Induction and training of new trustees

Trustee induction includes an information pack concerning key documents/legislation, opportunity to attend external trustee training, meeting with existing trustees/staff and opportunities to 'buddy' with an existing trustee. An annual skills audit is undertaken by trustees to identify training opportunities and areas of development for board trustees.

In line with the Ashford Volunteer Centre expenses policy, as volunteers the Board of Directors are allowed to be claim travel expenses to and from the board meetings. The amount claimed for travel expenses is the same for volunteers and employees

Key management remuneration

To meet the charitable purposes of Ashford Volunteer Centre the trustees employ staff. All salaries are benchmarked against the salaries of similar organisations (e.g. other Volunteer Centres) and this is brought to the Board of Directors meeting for agreement before any jobs are advertised.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

03464057 (England and Wales)

Registered Charity number

1066765

ASHFORD VOLUNTEER CENTRE

REPORT OF THE TRUSTEES
for the Year Ended 31 March 2021

Registered office

Berwick House
8 Elwick Road
Ashford
Kent
TN23 1PF


Trustees

P E Ananicz
Ms L Cockle
P Feacey
Ms C S Hannah
Mrs J A Webb
C F Morley
Ms A Scott

Independent Examiner

Calcutt Matthews WBZ Ltd
Chartered Accountants
19 North Street
Ashford
Kent
TN24 8LF

Approved by order of the board of trustees on 13/12/21 and signed on its behalf by:


.....
Trustee

Independent examiner's report to the trustees of Ashford Volunteer Centre ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

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

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

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

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



Nicholas Hume FCA
Institute of Chartered Accountants in England and Wales
Calcutt Matthews WBZ Ltd
Chartered Accountants
19 North Street
Ashford
Kent
TN24 8LF

Date:22.12.2021.....

ASHFORD VOLUNTEER CENTRE

STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 March 2021

	Notes	Unrestricted fund £	Restricted funds £	31.3.21 Total funds £	31.3.20 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		44,854	263,457	308,311	243,882
Other trading activities	2	18,713	1,656	20,369	50,369
Investment income	3	262	-	262	954
Other income	4	-	7,459	7,459	20,084
Total		63,829	272,572	336,401	315,289
EXPENDITURE ON					
Charitable activities					
Community Premises & Volunteering Service					
		111,544	223,264	334,808	253,670
NET INCOME/(EXPENDITURE)		(47,715)	49,308	1,593	61,619
RECONCILIATION OF FUNDS					
Total funds brought forward		169,890	348,335	518,225	456,606
TOTAL FUNDS CARRIED FORWARD		<u>122,175</u>	<u>397,643</u>	<u>519,818</u>	<u>518,225</u>

The notes form part of these financial statements

ASHFORD VOLUNTEER CENTRE

BALANCE SHEET

31 March 2021

	Notes	Unrestricted fund £	Restricted funds £	31.3.21 Total funds £	31.3.20 Total funds £
FIXED ASSETS					
Tangible assets	8	2,190	285,652	287,842	280,671
CURRENT ASSETS					
Debtors	9	7,240	6,368	13,608	8,198
Cash at bank		<u>122,328</u>	<u>141,226</u>	<u>263,554</u>	<u>267,253</u>
		129,568	147,594	277,162	275,451
CREDITORS					
Amounts falling due within one year	10	(8,346)	(35,600)	(43,946)	(36,657)
NET CURRENT ASSETS					
		<u>121,222</u>	<u>111,994</u>	<u>233,216</u>	<u>238,794</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		123,412	397,646	521,058	519,465
PROVISIONS FOR LIABILITIES					
	11	(1,240)	-	(1,240)	(1,240)
NET ASSETS					
		<u>122,172</u>	<u>397,646</u>	<u>519,818</u>	<u>518,225</u>
FUNDS					
Unrestricted funds	12			122,172	169,890
Restricted funds				<u>397,646</u>	<u>348,335</u>
TOTAL FUNDS					
				<u>519,818</u>	<u>518,225</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each 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 financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

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

The financial statements were approved by the Board of Trustees and authorised for issue on 13/12/21 and were signed on its behalf by:


.....
Trustee

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

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

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 20% on cost
Computer equipment	- 25% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

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

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. OTHER TRADING ACTIVITIES	31.3.21	31.3.20
	£	£
Office Rental	18,713	48,388
Service Charge	<u>1,656</u>	<u>1,981</u>
	<u>20,369</u>	<u>50,369</u>
3. INVESTMENT INCOME	31.3.21	31.3.20
	£	£
Deposit account interest	<u>262</u>	<u>954</u>
4. OTHER INCOME	31.3.21	31.3.20
	£	£
Miscellaneous income	-	60
Transport Income	<u>7,459</u>	<u>20,024</u>
	<u>7,459</u>	<u>20,084</u>

Transport Income consists of the total income received from clients using the volunteer car scheme. This is not a new income stream, but for the first time in 2017 it was decided to be shown separately so that any growth in the service in the future can be easily measured.

5. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.21	31.3.20
	£	£
Depreciation - owned assets	<u>2,576</u>	<u>1,156</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

7. STAFF COSTS

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

	31.3.21	31.3.20
Staff	<u>16</u>	<u>10</u>

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

8. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1 April 2020	276,229	19,758	6,618	302,605
Additions	<u>-</u>	<u>-</u>	<u>9,747</u>	<u>9,747</u>
At 31 March 2021	<u>276,229</u>	<u>19,758</u>	<u>16,365</u>	<u>312,352</u>
DEPRECIATION				
At 1 April 2020	-	19,590	2,344	21,934
Charge for year	<u>-</u>	<u>56</u>	<u>2,520</u>	<u>2,576</u>
At 31 March 2021	<u>-</u>	<u>19,646</u>	<u>4,864</u>	<u>24,510</u>
NET BOOK VALUE				
At 31 March 2021	<u>276,229</u>	<u>112</u>	<u>11,501</u>	<u>287,842</u>
At 31 March 2020	<u>276,229</u>	<u>168</u>	<u>4,274</u>	<u>280,671</u>

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.21	31.3.20
	£	£
Trade debtors	10,011	5,092
Other debtors	751	-
Prepayments	<u>2,846</u>	<u>3,106</u>
	<u>13,608</u>	<u>8,198</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.21	31.3.20
	£	£
Trade creditors	5,926	302
Other creditors	122	289
Accruals and deferred income	34,634	32,802
Rent Deposits	<u>3,264</u>	<u>3,264</u>
	<u>43,946</u>	<u>36,657</u>

11. PROVISIONS FOR LIABILITIES

	31.3.21	31.3.20
	£	£
Contingency Fund	<u>1,240</u>	<u>1,240</u>

12. MOVEMENT IN FUNDS

	At 1.4.20	Net movement in funds	At 31.3.21
	£	£	£
Unrestricted funds			
General fund	169,890	(47,718)	122,172
Restricted funds			
Designated	276,168	-	276,168
Community Transport	27,793	7,747	35,540
Volunteer Brokerage	2,441	(2,441)	-
Can Do Crew	38	(38)	-
NHS - Hospital Care	682	(175)	507
Befriending	26,813	18,876	45,689
Ashford Borough Council	2,314	-	2,314
Men in Sheds	3,988	5,845	9,833
Timebanking	7,367	1,766	9,133
Marharben	731	900	1,631
Community Connector	-	9,101	9,101
DBS	-	500	500
Website - Kent Volunteers	-	3,230	3,230
Edward Gosling	<u>-</u>	<u>4,000</u>	<u>4,000</u>
	<u>348,335</u>	<u>49,311</u>	<u>397,646</u>
TOTAL FUNDS	<u>518,225</u>	<u>1,593</u>	<u>519,818</u>

12. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	63,829	(111,547)	(47,718)
Restricted funds			
Community Transport	18,126	(10,379)	7,747
Volunteer Brokerage	6,300	(8,741)	(2,441)
Can Do Crew			
	14,999	(15,037)	(38)
NHS - Hospital Care	56,759	(56,934)	(175)
Befriending	83,351	(64,475)	18,876
Response Adult Education	1,599	(1,599)	-
Men in Sheds	6,340	(495)	5,845
Timebanking	29,302	(27,536)	1,766
Marharben	15,999	(15,099)	900
Community Connector	29,071	(19,970)	9,101
DBS	1,726	(1,226)	500
Website - Kent Volunteers	5,000	(1,770)	3,230
Edward Gosling	4,000	-	4,000
	<u>272,572</u>	<u>(223,261)</u>	<u>49,311</u>
TOTAL FUNDS	<u><u>336,401</u></u>	<u><u>(334,808)</u></u>	<u><u>1,593</u></u>

12. MOVEMENT IN FUNDS - continued**Comparatives for movement in funds**

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.20 £
Unrestricted funds				
General fund	131,262	38,849	(221)	169,890
Restricted funds				
Designated	276,168	-	-	276,168
Community Transport	22,794	4,999	-	27,793
Volunteer Brokerage	-	2,441	-	2,441
Can Do Crew				
	-	(183)	221	38
NHS - Hospital Care	910	(228)	-	682
Befriending	20,422	6,391	-	26,813
Ashford Borough Council	2,522	(208)	-	2,314
Men in Sheds	2,528	1,460	-	3,988
Timebanking	-	7,367	-	7,367
Marharben	-	731	-	731
	<u>325,344</u>	<u>22,770</u>	<u>221</u>	<u>348,335</u>
TOTAL FUNDS	<u>456,606</u>	<u>61,619</u>	<u>-</u>	<u>518,225</u>

12. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	80,930	(42,081)	38,849
Restricted funds			
Community Transport	29,392	(24,393)	4,999
Volunteer Brokerage	6,355	(3,914)	2,441
Can Do Crew			
	15,400	(15,583)	(183)
NHS - Hospital Care	56,475	(56,703)	(228)
Befriending	45,511	(39,120)	6,391
Response Adult Education	4,379	(4,379)	-
Ashford Borough Council	-	(208)	(208)
Men in Sheds	8,208	(6,748)	1,460
Timebanking	45,822	(38,455)	7,367
Marharben	<u>22,817</u>	<u>(22,086)</u>	<u>731</u>
	<u>234,359</u>	<u>(211,589)</u>	<u>22,770</u>
TOTAL FUNDS	<u>315,289</u>	<u>(253,670)</u>	<u>61,619</u>

12. MOVEMENT IN FUNDS - continued

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

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General fund	131,262	(8,869)	(221)	122,172
Restricted funds				
Designated	276,168	-	-	276,168
Community Transport Can Do Crew	22,794	12,746	-	35,540
	-	(221)	221	-
NHS - Hospital Care	910	(403)	-	507
Befriending	20,422	25,267	-	45,689
Ashford Borough Council	2,522	(208)	-	2,314
Men in Sheds	2,528	7,305	-	9,833
Timebanking	-	9,133	-	9,133
Marharben	-	1,631	-	1,631
Community Connector	-	9,101	-	9,101
DBS	-	500	-	500
Website - Kent Volunteers	-	3,230	-	3,230
Edward Gosling	-	4,000	-	4,000
	<u>325,344</u>	<u>72,081</u>	<u>221</u>	<u>397,646</u>
TOTAL FUNDS	<u>456,606</u>	<u>63,212</u>	<u>-</u>	<u>519,818</u>

12. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	144,759	(153,628)	(8,869)
Restricted funds			
Community Transport	47,518	(34,772)	12,746
Volunteer Brokerage	12,655	(12,655)	-
Can Do Crew			
	30,399	(30,620)	(221)
NHS - Hospital Care	113,234	(113,637)	(403)
Befriending	128,862	(103,595)	25,267
Response Adult Education	5,978	(5,978)	-
Ashford Borough Council	-	(208)	(208)
Men in Sheds	14,548	(7,243)	7,305
Timebanking	75,124	(65,991)	9,133
Marharben	38,816	(37,185)	1,631
Community Connector	29,071	(19,970)	9,101
DBS	1,726	(1,226)	500
Website - Kent Volunteers	5,000	(1,770)	3,230
Edward Gosling	4,000	-	4,000
	<u>506,931</u>	<u>(434,850)</u>	<u>72,081</u>
TOTAL FUNDS	<u>651,690</u>	<u>(588,478)</u>	<u>63,212</u>

Restricted funds are as below:

Designated fund - Fixed assets purchased (including the freehold property at Berwick House) using funds set aside for this purpose.

'Can Do Crew' - The 'Can Do Crew' project at Ashford Volunteer Centre which provides volunteering brokerage and opportunities to young people (below the age of 25 years) across the borough of Ashford.

NHS Hospital Care - Canterbury and Coastal Clinical Commissioning Group (CCG) funding two Information, Advice and Guidance navigators that work at the William Harvey Hospital, as part of the Hospital Discharge Team, to enable people to return safely to their homes from hospital.

Befriending - The Befriending project is funded by Kent County Council and run by Ashford Volunteer Centre provides volunteer befrienders for people over the age of 50 years who are vulnerable and isolated in Ashford.

Response Adult Education - Adult Education, within Kent County Council, fund Ashford Volunteer Centre to run one-day 'Introduction to Volunteering' courses aimed at adults in Ashford who are not in education, employment and training.

12. MOVEMENT IN FUNDS - continued

Care Navigator - Kent County Council fund Ashford Volunteer Centre to provide a Care Navigator which empowers people over 50 years to remain as independently as possible in their home.

Community Transport - this is a volunteer car service for people who are vulnerable or find accessing public transport difficult. The service is partly funded by a grant from Ashford CCG and from people who use the volunteer car service.

KCF Reliance Society - a project enables Ashford Volunteer Centre to run, on a fortnightly basis, a volunteer-led games/activity club.

Men In Sheds - a project, based at Ashford Volunteer Centre, that enables isolated males and veterans to be more socially included.

Mind My Art - a project providing free weekly arts classes/workshops for volunteers to promote wellbeing.

Marharben - An integration project to support members of the resettled Syrian community in the borough to integrate more in the community and to engage with volunteering.

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2021.

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 March 2021

	31.3.21 £	31.3.20 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	9,435	591
Grants	<u>298,876</u>	<u>243,291</u>
	308,311	243,882
Other trading activities		
Office Rental	18,713	48,388
Service Charge	<u>1,656</u>	<u>1,981</u>
	20,369	50,369
Investment income		
Deposit account interest	262	954
Other income		
Miscellaneous income	-	60
Transport Income	<u>7,459</u>	<u>20,024</u>
	<u>7,459</u>	<u>20,084</u>
Total incoming resources	336,401	315,289
EXPENDITURE		
Charitable activities		
Community Transport	4,949	5,811
Grants to institutions	<u>18,600</u>	<u>17,050</u>
	23,549	22,861
Support costs		
Management		
Wages	171,375	148,671
Rates and water	801	730
Insurance	6,161	5,140
Light and heat	3,514	3,869
Postage and stationery	7,505	12,789
Advertising	1,154	2,211
Sundries	3,438	3,818
Cleaning	3,316	2,295
HR Expenditure	3,992	120
Carried forward	201,256	179,643

This page does not form part of the statutory financial statements

ASHFORD VOLUNTEER CENTRE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 March 2021

	31.3.21	31.3.20
	£	£
Management		
Brought forward	201,256	179,643
IT Expenses	6,908	4,385
Room Hire	2,636	26,445
Travel	488	3,409
Volunteer Expenses	86	995
Other Professional Fees	6,681	1,386
External tutor hire	3,635	6,675
Depreciation of tangible and heritage assets	<u>2,576</u>	<u>1,156</u>
	224,266	224,094
Finance		
Bank charges	95	90
Information technology		
Repairs and renewals	83,962	4,509
Governance costs		
Accountancy and legal fees	<u>2,936</u>	<u>2,116</u>
Total resources expended	<u>334,808</u>	<u>253,670</u>
Net income	<u>1,593</u>	<u>61,619</u>