



THE BUREAU

Glossop and District Volunteer Bureau operating as

The Bureau

Report and Financial Statements for the Year Ended 31 March 2022

Company number 3455027

Charity number 1067170



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Charity number 1067170

Registered office and operational address Bank House, 22 Henry Street, Glossop, SK13 8BW

Board of Trustees Members of the Board of Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:

Sue Nash

Elaine Richardson

Andy Zuntz

Wayne Prior

Catherine Cundy (resigned 24 August 2022)

Peter Carefoot

Simon Rogers

Staff	Natalie Rhodes	Chief Officer
	Sophie Glinka	Chief Officer (left September 2021)
	Karen Gard	Finance and Compliance Officer/BBO Administrator
	Ruth Towner-Yates	Community Health and Wellbeing Manager
	Damien Greenhalgh	Service Development and Programmes Manager (left February 2021)
	Lauren Moore	Central Services Lead
	Rebecca Hyde	Finance Officer
	Ed Kelly	Life Skills Lead
	Matthew Gregory	Community Development Lead
	Janice Imrie	PCN Link Worker
	Lisa Newens	Community Navigator
	Bev Maycock	Community Navigation Triage
	Paul Kiddy	Sight Loss and Call Companions Coordinator
	Graham Morgan	BBO Work Coach
	Emma Delany	Digital Health Lead
	Jon Grace	Green Social Prescribing Programme Manager

Russell Gard	Employability Advisor
Janine Bramald	Car Scheme Coordinator
Jennifer Godwin	Befriending Coordinator
Paula Rydings	Life Skills Support Worker
Fiona Nelson	Volunteer Coordinator
Helen Thornhill	Move More Project Lead
Charlotte Winterbottom	Community Development Lead
Joshua Asquith	Communications Administrator
Lauren Hastie	Peer Support administrator
Pauline Herbert	Cleaner
Sandra Henderson	Community Engagement Worker

Bankers

National Westminster Bank plc
Norfolk Square, Glossop, Derbyshire SK13 8BR

Independent examiner

Christy Lau FCCA DChA, Slade & Cooper Limited
Beehive Mill, Jersey Street, Ancoats Manchester, M4 6JG

Chair's Review

Welcome to the Annual Review for year ending 31st March 2022.

Once again, we need to mention the COVID 19 pandemic and how the Bureau has managed to continue with its work on supporting the health and well being of the residents of Glossopdale throughout this year.

The Bureau is still dealing with the remnants of the Pandemic. This had led to an increased demand for befriending services, partly due to the isolation of people in the community caused by the pandemic but also because of how important the befriending service is perceived by the community.

The core areas of the Bureau's work including the Car Scheme continue to grow with demand constantly increasing. Other areas of the Bureau's work which is having an impact on the lives of Glossopdale residents is the Life Skills and the Towards Work programme as well as the 'Move More' project. Positive reviews of these services illustrate how vital these services are to the community.

Financially, as can be seen in the accounts, the Bureau has reached a 'break even' position which is always the aim of the organisation.

With the strategic developments within the NHS and other funding issues facing an organisation like the Bureau, the following period is expected to be challenging but the Bureau, as always will continue to focus its aims and objectives in supporting the well being of the Glossopdale Community.

Finally, it is important to recognise the role the Chief Officer, staff and volunteers have had in shaping the Bureau into the organisation which can deliver these services, so again, we offer our sincere thanks to all people involved in ensuring the Bureau is able to do what it is here for.

Susan Nash
(Chair of the Board of Trustees)

Objectives and Activities

The Board of Trustees reviews the aims, objectives and activities of the charity each year. This report sets out our activities and looks at the outcomes we have achieved over the previous year. The review examines the success of each key activity and the benefits experienced by residents and groups across Glossopdale. The review also helps us to ensure that our aims, objectives and activities remain focussed on our stated purposes, and directed towards public benefit.

The Board has referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the Board has considered how planned activities will contribute to the set aims and objectives.

The Bureau is a community wellbeing charity dedicated to improving the quality of life for the people of Glossopdale and the surrounding areas. We support people and communities across Glossopdale to take action that improves the quality of life of local people, by creating solutions and opportunities that enable them to create positive social change and community benefit. This is all underpinned by our values of:

- ✓ **Passion and Commitment** to making a difference in our community.
- ✓ **Vision and Bravery** to have ideas and make them a reality.
- ✓ **Value of People and Community** by practising what we preach – valuing the strengths and diversity of our staff, volunteers, partners and the people we work with.
- ✓ **Strength in Partnership**; we are stronger together.
- ✓ **Getting it done** by delivering what we say we will, well.
- ✓ **Making an Impact** by making a difference in everything we do and being able to demonstrate it.

We continue to use our 3 year strategic plan developed in November 2019, setting 5 key aims, to:

1. Be a catalyst for community wellbeing and activity
2. Grow and respond to unmet local need
3. Support the VCSE in Glossopdale
4. Enable local voices to be heard
5. Invest in the future of our organisation

We will be looking to review our strategy in the coming year but will continue to work uniquely; treating all our projects and activities as an interdependent model that can flex, grow and respond to the needs, interests and opportunities within our community. The model continuously changes as we review what works and respond to feedback, or as the funding landscape changes. Despite these changes, our work always falls into the following areas:

- Community and Voluntary Work
- Health and Wellbeing Work
- Bureau Partnerships

We work with commissioners and strategic partners to shape future provision and respond to local gaps and needs. Where services are not good enough, it acts as a mouthpiece for local people, to be a catalyst for change and improvement. The Bureau works to connect health, social care and other public services to community initiatives, to support people towards wellness. Our priority is people, treating them as individuals, never assuming what is right for them and accepting them for who they are. We walk alongside people to offer a person-centred approach to improving wellbeing.

The varying support we offer is an interdependent web that wraps around an individual to support them with their needs and provide opportunity for them to give to others, often simultaneously, through voluntary activity. Our volunteers are at the heart of who we are and what we do. They are the thread that runs through every project,

helping us to reach more people in our community and bringing a wealth of skills and experience. We value each and every person that comes to us for support or to give their time. There is something for everyone, and we make roles to suit them rather than fitting them into roles we need. Because of this we have an incredibly diverse range of activities happening at The Bureau, where people can be valued for who they are and be allowed to shine.

What we do

The following is a summary of the main activities provided over the last year, although most were delivered remotely over the telephone or using video call technology. As the COVID-19 pandemic gained traction in March 2020, we quickly amended our range of services in order to provide what our community most needed. This was in the form of our normal services, in addition to ensuring our community had all its basic needs – food, medication, and friendship.

1. Social Connections:

- **Call Companions** – Telephone befriending service where socially isolated people receive a weekly phone call providing a chat and a listening ear
- **Car Scheme** – Volunteer drivers provide transport to medical appointments and social activities for individuals who cannot use public or private transport for various reasons. We are now able to use this project to provide free transport to a variety of medical appointments including continued support of the vaccine programme and COVID-19 recovery in Glossopdale.
- **Social Companions/Connectors** – In October 2021 we secured a three year financial investment via the National Lottery to continue to grow and develop our Befriending service. Under this arrangement we will look to explore the future sustainability of the offer and also to cater for a wider range of clients and create more specified volunteering roles. This includes:
 - o **Befrienders/Social Connectors:** Volunteers work with lonely and socially isolated people who live in the Glossopdale area, either as shorter-term social connectors working with someone towards an agreed goal or activity, or longer-term befrienders who will then act as “a good neighbour” by giving them some regular company/companionship over the phone or in person.
 - o **Friends for physical activity:** A number of our befriending volunteers pair up with our clients to walk, cycle, attend the gym and accompany one another to physical activities of their choice.
 - o **Mentors:** Volunteers work predominantly with people on the Life Skills programme, supporting them in overcoming the barriers they are currently facing to achieve their goals, build their confidence, and connect socially.
 - o **Befriending peer support groups/networks:** As part of our new funding contract, we have been exploring sustainability of the befriending offer by building groups and networks for our befriending clients. For example, by setting up group activities for people to befriend one another at local supported living accommodation facilities in the area.

2. Social Sessions:

- **Time Out sessions** – Time out has returned with two sessions delivered every Friday at an external venue that has provided a COVID safe environment for meeting in person. Volunteers have continued to support some shopping activity locally, and the group sessions have involved activities to bring people back together and help them feel safe to socialise again.
- **Community Navigation drop-in sessions** – This year we have set up a number of place-based drop in’s working with partners in the VCSE. These are in Gamesley, Hadfield and Whitfield, allowing us to connect more easily with these local communities. Community Navigators have also acted to support local activities where possible to increase wider VCSE engagement and more destinations for our clients.

3. Volunteering:

Volunteering is at the heart of everything we do and has been a key part of the support we have offered our community during the pandemic. We offer a variety of volunteering roles from befriending, to driving, to reception and administration roles, including one-offs, 1-to-1 and group roles. Through 'shout outs' of one-off opportunities, we flexibly match people's interests, time, skills, experience and enthusiasm to the needs of our clients. We currently have 232 active volunteers supporting our work – you can see in the section below some of the impact they have made on their local community, which has been inspiring and overwhelming.

4. Supporting Community Wellbeing:

We are working as part of our local integrated care organisation to support our community and the individuals in it to increase their capacity to manage their own health and wellbeing, whilst reducing demand on overstretched statutory services. We are supporting this work through 3 strands of work:

- **Community Navigation** – This is a Social Prescribing model offering supported connection into local community-based activities for a wide range of individuals with varying needs, as well as support and services that will improve health and wellbeing.
- **Asset Based Community Development** – in partnership with our local CVS, we have been working with our community to increase variety and resilience, so that it is equipped to support self-care. This enables us to map gaps and respond to them. Our efforts this year have assisted in helping the sector get back on its feet following the lockdown periods and put things in place to return to face to face delivery as restrictions have been lifted. During this period we successfully distributed approximately £70,000 in grants to support local grass roots organisations deliver a range of new activities some of which were 'green' activities designed to navigate the challenges COVID-19 presented.
- **Condition Specific Support** – Shaped by demand and passion within the community, we have developed various types of group support, including dementia support, sight loss support and wheelchair hire, we also contributed to the development of a late diagnosed autism group which is now looking to be constituted in its own right.

5. Pre-employment support:

These services are for people who face additional issues or barriers in their lives, including housing, mental ill health, drug and alcohol problems, and low confidence and self-esteem, helping to enable them to reach their goals. This support is offered through three key projects:

- **Life Skills** – Group work and 1-2-1 volunteer mentor support for those furthest away from working or engaging in meaningful activity.
- **B.B.O. Work Coach** – Pre-employment support with CV writing, interviews and training to support people into work activity.
- **CV writing support** – for the past year we have also provided CV writing workshops across the area both on an individual and group basis.

6. Bureau Partnerships:

Our purpose is to create solutions and opportunities that enable people and communities to create positive social change and community benefit. We recognise that we can't do this alone and to achieve this we need to work in partnership with other people and organisations that share our purpose. This year we have developed formal co-working partnerships with:

- **Greater Manchester Health and Social Care Partnership** in the first half of the year our Chief officer continued to work for the partnership promoting social prescribing. On her departure, this work no longer exists, however, we continue to host a green social prescribing post for them.
- **NHS England** to enable the development and growth of social prescribing link workers.

- **Move More Glossop**, which is a partnership with GM moving, Greater Sport and Sport England, designed to encourage people to move more for health and wellbeing.
- **Digital Health Pilot**, which is a partnership project with PC Refurb, aimed at embedding volunteers into 4 GP surgeries, to educate and empower fellow patients to achieve an increase in uptake of digital health apps, support online bookings and repeat prescription ordering, and gather useful feedback from patients and surgeries about their experiences.

What we've achieved

Through working collaboratively with statutory organisations, other voluntary sector organisations, grass roots groups, local businesses, volunteers, individuals and our community as a whole, we have this year supported **1858** individuals with the help of our **190 active volunteers**.

Some stand out achievements from the last 12 months include:

- The **Volunteer Car Scheme** attracted 185 new clients and supported 331 clients to undertake a total of 1908 passenger journeys, travelling 30,157 miles, with the help of 24 volunteer drivers. The Car scheme supported the local vaccination roll out by transporting 99 clients to the vaccination hub.
- The **Call Companions Service** has continued to increase the of people it is supporting and is now supporting 145 clients regularly. The number of call being made to clients supported through the weekly telephone befriending service has also increase with 6947 calls made by 15 volunteers and the Call Companion Co-ordinator.
- **Befriending** – 52 volunteers have supported 74 clients with regular face to face friendship and support amounting to approx. 3900 hours over the year, reaching the most lonely and isolated people within our community. Reported outcomes include an increase in physical activity during Covid restrictions, increased independence and motivation and increase in social interactions.
- **Community peer Support groups**. Have restarted since Covid restrictions have eased. **Time Out** sessions, restarted initially at Glossop Labour club and now have returned to the Bureau's community space and are attracting 10 to 15 clients each week supported by several volunteers. We have Coffee Mornings in both Glossop and Hadfield attracting 20 client per week supported by a member of staff and volunteers.
- The **Sight Loss Support** and **VIP group** – is supporting 34 clients with 2 volunteers making around 1760 call throughout the year. The Newdisc for the visually impaired is distributed to 30 clients in the Glossopdale area who are either sight impaired or lonely and isolated.
- The **Community Navigation Service** the service has supported a total of 371 clients, each of whom worked in partnership with their Community Navigator to develop a personalised care and support plan there were Males 145 and Females 226 who accessed the service. 532 Social Prescriptions were generated from these clients and 85 signposts made. The Top reasons for referral were Social Isolation, Mental Health, Wellbeing, Financial Advice & Dealing with Chronic Illness. Scores extracted from our impact assessment tools (MYCaW & ONS) reveal positive outcomes for the people we worked with
- **Life Skills (Pre Employment)** has supported 20 clients of which 54% had been unemployed for 3 years or more. During this period, there were 14 volunteer mentors supporting people to the following outcomes; 30% progressed into paid employment, with an overall progression rate into volunteering, education, training and employment of 72% . There was a 90% full course completion rate. 85% of participants reported a positive step-change in their mental health and well-being during the project.

- **Life Skills (Crime Prevention)** focused on reducing risk and raising awareness we were pleased to see 48 people engage in this work. We provided 150 support sessions. The Crime Prevention Life Skills Project has enabled participants to think about and to identify the specific barriers they face and to begin to develop ways in which they can overcome these barriers, many have said that they have developed new skills, and this has helped them to begin to overcome barriers; for example challenging their negative thinking, overcoming a fear of digital and more aware of cyber scams
- **BBO Towards Work** Towards Work programme supported 23 people with their employability skills. From the 23: 3 have gone into paid employment, 4 have gone into accredited training programmes, 2 have received a new laptop to remove training barriers and 8 have been referred on to the Bureau's Life Skills project. All the participants received tailored 1-1 support and coaching with clear SMART milestones being set to help each person navigate around their own personal barriers.
- **CV Workshop** – This project started June 2021 and had helped 166 clients and created 185 CVs. It has created good links with The Job Centre and Reed and are receiving referrals to the workshop from them. 10% of clients have returned for further help with enhanced CVs, cover letters or help with a job application. The project has referred clients into the Bureau's Life skills project.
- **Move More Glossop** have delivered Holiday activities across, Whitfield, Gamesley and Hadfield, providing activity and food for 180 children at Christmas and 192 children at Easter. The Hangout Club started at Christmas, two sessions per week for Young People on Gamesley being led by 18 volunteers, to date we have 173 young people registered at the club and 60-70 regularly attending each week. We will be hosting the new Children & Young Peoples Move More Officer next year. We have also rolled out the story walks to all parks in Glossop and the Gamesley sidings trail and 2 history Walks in Howard and Manor Park.
- **Digital Healthcare Support Service** - In Year 1, we engaged with / supported approx. 140 patients through events, practice referrals, community groups. Of these, 34 were from ethnic minority communities. 81 clients received training in accessing health apps through a mixture of group input sessions, group workshops and 1-to-1s. A total of 29 group workshops/sessions have been delivered at 8 GP surgeries across Glossop and Tameside. We had also delivered health apps training to 4 practice staff teams across Glossop, Hyde and Ashton. By the end of year 1, we had 24 volunteers trained in health apps (15 of whom are health focused digital champions).
- **Volunteering** – We've continued to worked with a number of external organisations to help them find volunteers, such as the NHS, Bellies not Bins, Haywill Animal Shelter, PCrefurb, Glossopdale School, Home Start High Peak, Move More Glossop and Glossop Big Pick.
- **Bureau Partnerships:** This year our partnerships have continued to grow. We are working with Active Partners Trust, High Peak Schools Sports Partnership and High Peak Borough council to secure funding to host the Move More Children and Young Peoples officer starting next financial year. We have continued to work together with Greater Manchester Health and Social Care Partnership to support and grow green social prescribing. We have developed working partnerships with PC Refurb to deliver on digital health and inclusion projects and have continued to work collaboratively with Connex, New Mills Volunteer Centre and High Peak CVS on the High Peak Community and Voluntary Alliance.

Ongoing response to and impact of Covid -19

Impact on Volunteers, Staff, and Beneficiaries

This year has seen a staged reduction of COVID-19 restrictions and some ability to progressively return to business as usual. The pandemic has created a long-lasting wellbeing impact on some of our most vulnerable clients and volunteers and this has been one of the challenges of returning to normality. Such challenges include, new presenting anxiety for people who were shielding and who now fear for their safety as restrictions are removed and they are able but cautious about socialising and/or venturing out freely; a deterioration in people's mental, physical and emotional wellbeing presenting new challenges in engaging and supporting people and ongoing work to support statutory partners as their services return to normal. During this past year, we have received unwavering and tireless support from our wonderful volunteers including many new ones and they have helped us through the changing restrictions to deliver all the wonderful impact outlined above. Our staff team has been outstanding, showing flexibility and versatility in how they deliver their work in a way that best suits their clients. We have again retained our full staff team this year and have made some new additions to our back-office staff, allowing us to develop a more far reaching communications strategy to encourage people to re-engage and also to set up new activities that meet presenting needs. Moving into the next year we are filled with hope and plans for how we can continue to help rebuild our community and offer support to those who need it as we all recover from the effects of the pandemic.

Financial impact

The last financial year despite some trepidation saw us bring in some very useful funding that allowed us to grow and develop new activities that helped to navigate challenges presented by COVID and to build resilience. Although some funding remained short term (6 months), we were able to re-apply and therefore this actually resulted in some stabilising support from these funders. For the first half of the year, we continued to face challenges due to the changes in our business model and funding structures. In particular our inability to rent room space to partners was a loss of income for us. However, we did receive the gift aid in this financial year from a significant donation the year before and with some underspend on core funding for COVID operations carried over we were able to utilise this money to support our re-growth. Despite a projected deficit at the beginning of the year, due to a number of ongoing successful funding bids we are ending the year in a strong position, with operating costs managed within available income when taking into account restricted funds brought forward from 2020-21 and carried forward to 2022-23, thanks to the hard work of our staff and our excellent funders. The Board of Trustees consider that our charity remains a going concern notwithstanding the impact of Covid 19.

We are taking the following action to mitigate financial risk and effectively plan:

- Robust monthly profit and loss reports.
- Bi-monthly finance sub-groups.
- Regular Board meetings.
- Staff are equipped to work from home to ensure business continuity in the face of any further disruption and restrictions.
- Reviewing all our overheads and staffing structures to reduce all non-project costs to make us as resilient as possible for the future.
- The Bureau does not hold any external third-party investments.

Employees of The Bureau are entitled to join a defined contribution money purchase pension scheme. Two ex-employees are members of a defined pension scheme. The Bureau is liable to ongoing additional contributions to this scheme due to scheme underfunding. An underfunding recovery plan has been instigated by the trustees of this scheme with this position reviewed every 3 years. The last review was completed on the 30/9/20. The liability for

each organisation is recalculated at review date. The current forecasted end date of the recovery plan is January 2025.

An ongoing financial risk remains here, dependent on the performance of the fund and the overall membership of the fund. Whilst there remains a deficit in the fund, our financial obligations will continue. For more information see note 27 in the accounts.

Recovery

We are now well into the recovery phase for our services and that of the wider VCSE in Glossopdale. We have attempted to build on the energy and community-mindedness that we have seen during the pandemic and this has led to us working locally to find new solutions to presenting problems. We have co-produced a number of new activities that take into account the challenges of the pandemic and therefore navigate them more easily. This has included the ability to revert to online support fairly quickly and use green space more for the delivery of services and activities. In the next financial year we face some new challenges rooted in some statutory system changes in the health care service who currently contribute about a third of our income. Glossop faces a boundary change moving it fully into the Derbyshire footprint. We are also anticipating some cuts to our core infrastructure funding from Derbyshire County Council. Our plan is to:

- Continue to use our staff capacity to reach more people in the community that need support, and continue to support those who already working with us.
- Continue to monitor and identify needs presented by our community and to respond to them in a timely manner using our current projects and being a catalyst for new ones developing if we need them.
- Manage existing partnerships and create new ones as we move fully into a Derbyshire footprint.
- Continue to respond quickly to the ideas, opportunities and challenges of a post COVID world by developing volunteering and community activity, supporting other VCSE groups to respond positively and to help the wider sector thrive.
- Support our partners and help to respond to gaps and meet needs.
- Consider and navigate the challenges of a new funding landscape to find alternative ways to meet the needs of our community.

Financial review

Year Summary

The total income for the year was £600,715 with a total expenditure of £660,679 resulting in a reported operating deficit of £59,964. However, the restricted funds brought forward from 2020-21 were £121,351 and the restricted funds being carried forward to 2022-23 are £62,005. When these figures are taken into account the amended result is a small deficit of £618. This is more or less a breakeven position which is what we should be aiming for every year.

Our main funders over the year were Tameside and Glossop Integrated Foundation Trust, Derbyshire County Council, Greater Manchester Health and Social Care Partnership, High Peak Borough Council, Tameside and Glossop CCG, The National Lottery and the European Social Fund.

Reserves Policy

Overall reserves at 31/3/2022 were £489,236, comprising £62,005 restricted funds and £427,231 unrestricted funds. See note 21 in the accounts for more information.

The Bureau will seek, where possible, to maintain a general funds reserve equivalent to its running costs for a period of no less than three months and no more than six months.

Plans for the Future

The coming years are likely to bring more challenges and opportunities for the Bureau, local people across Glossopdale and the VCSE sector. However, we are well placed to respond to these. Whilst we cannot predict what these challenges and opportunities will be, there are a range of factors that will influence us over the coming years including:

- **The lasting impact of COVID-19 and funding challenges** – It is still unclear what the longer lasting impact of the COVID-19 pandemic will be on the economy and on investment in the VCSE sector. We expect to see an impact from the rise in energy costs and the costs of living rise in general and the demands this may place upon our services and the need to develop new support mechanisms. This combined with expected cuts to infrastructure funding from local government, some other funding streams coming to an end and a shift in health boundaries threatening some of our health contracts, presents challenges in the next financial year in relation to gaining funding and reaching the people we need to in our community. We are no longer concerned about our building in Glossop, as we are able to mitigate overhead costs through renting out our spaces again. However, in response to the anticipated risks outlined, we have plans to further develop our delivery models, invest in the skills development of our staff to future-proof our organisation and in turn widen our income streams and diversify our partnerships.
- **NHS strategic direction** - The NHS's 2019 Long Term Plan articulates the need for more preventative and community-based interventions. The contribution to health and wellbeing outcomes that an organisation such as The Bureau can make is still not universally recognised, funded or supported. In addition, the disbanding of Clinical Commissioning Groups and the development of new Integrated Care System structures as Glossopdale shifts into Derbyshire has started to throw up new challenges. These include the loss of commissioning relationships we have built up under the Tameside authority and having to form new commissioning relationships in Derbyshire with commissioners who have a different way of working with the VCSE sector. Finally, this is happening at a time when other workstreams are due to reach the end of their funding streams. To mitigate we aim to keep developing partnerships and promoting the worth of community approaches within health, social care and wider public sector areas and develop positive relationship with our new Derbyshire ICS commissioners.
- **Geography** – Glossopdale is a semi-rural area located in Derbyshire County Council and High Peak Borough Council for local services. The change in health boundaries to be implemented from April 2022 will see us move from Greater Manchester (GM) for Primary and Acute health services to align fully with Derbyshire. In many ways this removes some cross system complexities in provision and makes way for us to be fully integrated into Derbyshire. However, there are risks with the transition that may lead to either a loss of, or significant change to, services and contract arrangements. In turn we will also cease to benefit from any GM developments and innovations. There is still concern that Glossopdale will continue to experience inequality, and lose opportunities for unique problem solving and innovative service design as it is absorbed into the High Peak Health Place alliance and loses some of its individual identity. Despite this, we will continue to be a champion for Glossopdale and ensure this community gets its fair share of services and support.
- **Demographics** – Glossopdale has several disadvantaged areas and the highest level of relative disadvantage in Derbyshire. There are two neighbourhoods in Gamesley in the top 10% most disadvantaged in Derbyshire (one is actually in the top 2%). Three further areas are in the top 20%. In contrast, three Glossopdale areas are in the top 10% least deprived, and part of Simmondley is the least deprived in Derbyshire. This is mirrored in life expectancy where it is 9.3 years lower for men and 7.7 years lower for women in some areas compared to more affluent ones. Whilst growing in many respects, Glossopdale has an ageing population

and projections show a much larger ageing population with a deficit in numbers entering working age. We plan to spend time understanding the unique characteristics of our community and proactively problem solve gaps and needs by working in partnership and drawing in resources.

- **Local VCSE sector** – There is a strong and vibrant VCSE sector in Glossopdale, but it could be stronger and better resourced to meet the needs of the community. There continues to be a lack of strategic planning or direction specific to the community of Glossopdale to cater for all its strengths and challenges. This leads at times to a lack of local leadership and coordinated cross-sector response. The shared prosperity fund soon to replace the European Social fund, may provide opportunities for local councils to bring business, culture and voluntary sector organisations together for greater local prosperity. We are currently investing in new local relationships to make this work. Additionally, our alliance partnership with HPCVS, New Mills Volunteer Center and Connex Buxton has seen us work more frequently across the High Peak footprint to secure money for the sector and bring greater investment into Glossopdale to encourage increased VCSE activity within the community.

Structure, Governance and Management

The Bureau is a charitable company limited by guarantee, incorporated on 24 October 1987 and registered as a charity on 6 January 1998.

The company was established under a memorandum of association which established the objects and powers of the charitable company, and is governed under its articles of association.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees at 31 March 2018 was 6. The Board of Trustees are members of the charity but this entitles them only to voting rights. The Board has no beneficial interest in the charity.

All Board members give their time voluntarily and receive no benefits from the charity.

Under the requirements of the Memorandum and Articles of Association, the members of the Board of Trustees retire in rotation over a three-year period after which they must be re-elected at the next Annual General Meeting. Trustees may make a recommendation at an Annual General Meeting or through an ordinary resolution to either fill a vacancy or appoint an additional Trustee in accordance with the Articles of Association. New Trustees receive an induction from the Chief Officer and the Chair.

Risk Management

The Board of Trustees meets six times a year at which it reviews progress against budget and agreed plans, and considers and defines forward strategy. In particular, the Trustees consider appropriate action to mitigate risk as well as ensuring that planned activities contribute to The Bureau's charitable objectives that have been set.

Statement of responsibilities of the Board of Trustees

The Board of Trustees (who are also directors of The Bureau for the purposes of company law) are responsible for preparing the Board's annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

- Select suitable accounting policies and then apply them consistently

- Observe the methods and principles in the Charities statements of recommended practice (SORP)
- Make judgements and estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

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

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

Independent Examiner

Christy Lau of Slade & Cooper Ltd was re-appointed as the charitable company's Independent Examiner during the year and has expressed her willingness to continue in that capacity.

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime of the Companies Act 2006.

The Board's annual report has been approved by the Board on 21/09/2022 and signed on its behalf by

Susan Nash

Chair

Independent examiner's report to the trustees of Glossop and District Volunteer Bureau

I report to the charity trustees on my examination of the accounts of the company for the year ended 31st March 2022 which are set out on pages 15 to 38.

Responsibilities and basis of report

As the charity 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 company'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

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

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

- 1) Accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- 2) The accounts do not 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.

Christy Lau FCCA CTA DChA
Association of Chartered Certified Accountants
Slade & Cooper Limited
Beehive Mill, Jersey Street
Ancoats Manchester, M4 6JG

Date 15 November 2022

Glossop and District Volunteer Bureau (The Bureau)

Statement of Financial Activities
(including Income and Expenditure account)
for the year ended 31 March 2022

	Note	Unrestricted funds £	Restricted funds £	Total funds 2022 £	Total funds 2021 £
Income from:					
Donations and legacies	3	3,449	4,663	8,112	50,973
Charitable activities:	4				
Core activities		5,000	96,787	101,787	82,936
Projects and other		4,500	450,884	455,384	615,610
Other trading activities	5	34,699	-	34,699	43,828
Investments	6	733	-	733	251
Total income		48,381	552,334	600,715	793,598
Expenditure on:					
Charitable activities:	7				
Operating costs		48,999	154,062	203,061	222,117
Direct project costs		-	457,618	457,618	323,918
Total expenditure		48,999	611,680	660,679	546,035
Net income/(expenditure) for the year	9	(618)	(59,346)	(59,964)	247,563
Net movement in funds for the year		(618)	(59,346)	(59,964)	247,563
Reconciliation of funds					
Total funds brought forward		427,849	121,351	549,200	301,637
Total funds carried forward		427,231	62,005	489,236	549,200

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

A full comparative SOFA is available on the last page of the financial statements.

Glossop and District Volunteer Bureau (The Bureau)
Company number 3455027

Balance sheet as at 31 March 2022

	Note	2022	2021
		£	£
Fixed assets			
Tangible assets	14	8,238	9,272
Total fixed assets		8,238	9,272
Current assets			
Debtors	15	22,021	107,013
Cash at bank and in hand	16	609,986	496,693
Total current assets		632,007	603,706
Liabilities			
Creditors: amounts falling due in less than one year	17	(151,009)	(63,778)
Net current assets		480,998	539,928
Total assets less current liabilities		489,236	549,200
Net assets		489,236	549,200
The funds of the charity:			
Restricted income funds	19	62,005	121,351
Unrestricted income funds	20	427,231	427,849
Total charity funds		489,236	549,200

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

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006,
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

These accounts are prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

The notes on pages 18 to 38 form part of these accounts.

Approved by the trustees on 21/09/2022 and signed on their behalf by:

Wayne Prior (Treasurer)

Glossop and District Volunteer Bureau (The Bureau)

Statement of Cash Flows
for the year ending 31 March 2022

	Note	2022 £	2021 £
Cash provided by/(used in) operating activities	23	118,184	277,920
<i>Cash flows from investing activities:</i>			
Dividends, interest, and rents from investments		733	251
Proceeds from sale of tangible fixed assets			7,500
Purchase of tangible fixed assets		(5,624)	(6,732)
Cash provided by/(used in) investing activities		(4,891)	1,019
Increase/(decrease) in cash and cash equivalents in the year		113,293	278,939
Cash and cash equivalents at the beginning of the year		496,693	217,754
Cash and cash equivalents at the end of the year		609,986	496,693

Glossop and District Volunteer Bureau (The Bureau)

Notes to the accounts for the year ended 31 March 2022

1 Accounting policies

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), second edition - October 2019 (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006 and UK Generally Accepted Accounting Practice.

Glossop and District Volunteer Bureau (The Bureau) meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

b Preparation of the accounts on a going concern basis

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

The trustees have made no key judgments which have a significant effect on the accounts.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next reporting period.

c Income

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

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the 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 and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of a provision of a specified service is deferred until the criteria for income recognition are met.

Glossop and District Volunteer Bureau (The Bureau)

Notes to the accounts for the year ended 31 March 2022 (continued)

d Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised; refer to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

e Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

f Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

g Expenditure and irrecoverable VAT

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

- Expenditure on charitable activities includes the costs undertaken to further the purposes of the charity and their associated support costs.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h Operating leases

Operating leases are leases in which the title to the assets, and the risks and rewards of ownership, remain with the lessor. Rental charges are charged on a straight line basis over the term of the lease.

i Tangible fixed assets

Individual fixed assets costing £500 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Mini-bus	5 years
Office equipment	3 years

Notes to the accounts for the year ended 31 March 2022 (continued)

j Debtors

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

k Cash at bank and in hand

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

l Creditors and provisions

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

m Financial instruments

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

n Pensions

Employees of the charity are entitled to join a defined contribution 'money purchase' scheme. The charity's contribution is restricted to the contributions disclosed in note 10. There were no outstanding contributions at the year end (2021: £nil).

Two ex-employees are members of a defined benefit pension scheme with The Pensions Trust. Additional contributions to this scheme due to underfunding are included in pensions expenditure. Further details are given in note 24.

2 Legal status of the charity

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

Glossop and District Volunteer Bureau (The Bureau)

Notes to the accounts for the year ended 31 March 2022 (continued)

3 Income from donations and legacies

Current reporting period	Unrestricted £	Restricted £	Total 2022 £
Donations	3,449	4,663	8,112
Total	3,449	4,663	8,112
Previous reporting period	<i>Unrestricted £</i>	<i>Restricted £</i>	<i>Total 2021 £</i>
<i>Donations</i>	<i>50,973</i>	<i>-</i>	<i>50,973</i>
Total	<i>50,973</i>	<i>-</i>	<i>50,973</i>

Glossop and District Volunteer Bureau (The Bureau)

Notes to the accounts for the year ended 31 March 2022 (continued)

4 Income from charitable activities

Current reporting period	Unrestricted £	Restricted £	Total 2022 £
Core activities			
Derbyshire County Council	-	21,936	21,936
High Peak Borough Council	5,000	-	5,000
GMHSCP	-	74,851	74,851
	<hr/>	<hr/>	<hr/>
	5,000	96,787	101,787
Projects and other			
Tameside & Glossop CCG			
Car Scheme	-	16,000	16,000
Peer Support	-	20,000	20,000
Derbyshire County Council			
Volunteering	-	19,175	19,175
Active Travel	-	6,859	6,859
Glossopdale Community			
Messengers project	-	17,754	17,754
Christmas Holiday Activity	-	6,396	6,396
Easter Holiday Activity Fund	-	8,192	8,192
English Sports Council	-	4,489	4,489
Youth Matters	-	2,500	2,500
European Social Fund			
BBO	-	29,937	29,937
Futures	-	19,418	19,418
Police and Crime Commissioner	-	24,990	24,990
Tameside & Glossop Integrated			
Care NHS Foundation Trust	-	124,735	124,735
ICFT Grants	-	24,329	24,329
NHS Manchester CCG	-	2,000	2,000
Connex Community Support	-	500	500
Peter Sowerby	-	23,169	23,169
High Peak Borough Council			
GM Moving	-	32,129	32,129
Action Together	3,000	-	3,000
Simmondley Medical Practice	-	34,473	34,473
The National Lottery -			
Befriending	-	22,356	22,356
Elemental	-	2,489	2,489
High Peak CVS			
Bureau Befriending	-	6,887	6,887
Social Connectedness	-	1,334	1,334
COVID-19 - Volunteer			
Expenses	-	246	246
Move More	-	200	200
NAVCA	1,500	-	1,500
British Cycling Federation	-	77	77
Alpkit Foundation	-	250	250
	<hr/>	<hr/>	<hr/>
	4,500	450,884	455,384
	<hr/>	<hr/>	<hr/>
Total	9,500	547,671	557,171
	<hr/>	<hr/>	<hr/>

Glossop and District Volunteer Bureau (The Bureau)

Notes to the accounts for the year ended 31 March 2022 (continued)

4 Income from charitable activities (cont.)

**Previous reporting
period**

	Unrestricted £	Restricted £	Total 2021 £
Core activities			
Derbyshire County Council	21,936	-	21,936
High Peak Borough Council	5,000	-	5,000
GMHSCP	-	56,000	56,000
	<hr/>	<hr/>	<hr/>
	26,936	56,000	82,936
Projects and other			
Tameside & Glossop CCG			-
Car Scheme	-	16,000	16,000
Digital Support	-	49,902	49,902
Derbyshire County Council			-
Volunteering	-	19,175	19,175
Active Travel	-	6,625	6,625
Making Glossop Dementia			
Friendly	-	2,679	2,679
Glossopdale Community Messengers	-	15,218	15,218
Youth Action	-	9,700	9,700
Call Companions	-	1,965	1,965
European Social Fund			-
BBO	-	36,135	36,135
Futures	-	19,903	19,903
Tameside & Glossop Integrated			
Care NHS Foundation Trust	-	152,479	152,479
Living Life Well Design Team	-	13,000	13,000
Befriending support	-	6,887	6,887
More Move Glossop	-	500	500
Big Lottery Building			
Communities Fund	-	29,132	29,132
GM Moving	-	20,427	20,427
Business grant	10,000	-	10,000
Action together	-	71,344	71,344
Simmondley Medical Practice	-	27,290	27,290
The National lottery	-	18,120	18,120
Garfield Weston	15,000	-	15,000
National Lottery - Awards for All	-	9,778	9,778
Foundation Derbyshire	8,180	-	8,180
High Peak CVS			-
Social Connectedness HP	-	1,334	1,334
GMCVO	-	3,180	3,180
NAVCA	3,000	-	3,000
Self Help Services - Big Life	-	11,215	11,215
Co-op Local Community Fund	2,227	-	2,227
Councillor Initiative Fund	-	190	190
Room hire, fees & other income	35,025	-	35,025
	<hr/>	<hr/>	<hr/>
	73,432	542,178	615,610
	<hr/>	<hr/>	<hr/>
Total	100,368	598,178	698,546
	<hr/>	<hr/>	<hr/>

Glossop and District Volunteer Bureau (The Bureau)

Notes to the accounts for the year ended 31 March 2022 (continued)

5 Income from other trading activities

	2022 £	2021 £
Room hire & other income	34,699	43,828
	<hr/>	<hr/>
	34,699	43,828
	<hr/> <hr/>	<hr/> <hr/>

All income from other trading activities is unrestricted.

6 Investment income

	2022 £	2021 £
Income from bank deposits	733	251
	<hr/>	<hr/>
	733	251
	<hr/> <hr/>	<hr/> <hr/>

All investment income is unrestricted.

Glossop and District Volunteer Bureau (The Bureau)

Notes to the accounts for the year ended 31 March 2022 (continued)

7 Analysis of expenditure on charitable activities

Current reporting period	Operating costs £	Direct project costs £	Total 2022 £
Staff costs	128,146	371,912	500,058
Project costs	-	85,706	85,706
Running costs	64,173	-	64,173
Depreciation	6,658	-	6,658
Governance costs (see note 8)	4,084	-	4,084
	<hr/>	<hr/>	<hr/>
	203,061	457,618	660,679
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
Previous reporting period	Operating costs £	Direct project costs £	Total 2021 £
Staff costs	163,159	247,808	410,967
Project costs	-	76,110	76,110
Running costs	49,323	-	49,323
Bad debts	97	-	97
Depreciation	6,023	-	6,023
Governance costs (see note 8)	3,515	-	3,515
	<hr/>	<hr/>	<hr/>
	222,117	323,918	546,035
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
		2022 £	2021 £
Restricted expenditure		611,680	542,840
Unrestricted expenditure		48,999	3,195
		<hr/>	<hr/>
		660,679	546,035
		<hr/> <hr/>	<hr/> <hr/>

Glossop and District Volunteer Bureau (The Bureau)

Notes to the accounts for the year ended 31 March 2022 (continued)

8 Analysis of governance and support costs

Current reporting period	Basis of apportionment	Governance £	Total 2022 £
Independent examination	Governance	1,500	1,500
Legal and professional	Governance	2,584	2,584
		<hr/>	<hr/>
		4,084	4,084
		<hr/>	<hr/>
Previous reporting period	Basis of apportionment	Governance £	Total 2021 £
Independent examination	Governance	1,500	1,500
Legal and professional	Governance	2,015	2,015
		<hr/>	<hr/>
		3,515	3,515
		<hr/>	<hr/>

9 Net income/(expenditure) for the year

This is stated after charging/(crediting):	2022 £	2021 £
Depreciation	6,658	6,023
Loss or profit on disposal of fixed assets	-	(4,010)
Operating lease rentals:		
Property	24,000	24,000
Other	1,005	1,340
Independent examiner's fee	1,250	1,250
	<hr/>	<hr/>

Glossop and District Volunteer Bureau (The Bureau)

Notes to the accounts for the year ended 31 March 2022 (continued)

10 Staff costs

Staff costs during the year were as follows:

	2022 £	2021 £
Wages and salaries	444,453	374,087
Social security costs	28,901	24,313
Pension costs	16,106	7,328
Recruitment, training and other staff costs	10,598	5,239
	<hr/>	<hr/>
	500,058	410,967
	<hr/>	<hr/>

No employees has employee benefits in excess of £60,000 (2021: Nil).

The average number of staff employed during the period was 24 (2021: 21).

The average full time equivalent number of staff employed during the period was 17 (2021: 15).

The key management personnel of the charity comprise the trustees and the Chief Officer. The total employee benefits of the key management personnel of the charity were £63,419 (2021: £46,008).

11 Trustee remuneration and expenses, and related party transactions

Neither the management committee nor any persons connected with them received any remuneration or reimbursed expenses during the year (2021: Nil).

No members of the management committee received travel and subsistence expenses during the year (2021: £nil).

Aggregate donations from related parties were £nil (2021: £nil).

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity, including guarantees, during the year (2021: nil).

Glossop and District Volunteer Bureau (The Bureau)

Notes to the accounts for the year ended 31 March 2022 (continued)

12 Government grants

The government grants recognised in the accounts were as follows:

	2022 £	2021 £
Derbyshire County Council	80,312	77,298
High Peak Borough Council	37,129	35,427
Tameside & Glossop CCG	36,000	65,902
Tameside & Glossop Integrated Care NHS	149,064	172,866
Police and Crime Commissioner	24,990	-
Manchester CCG	2,000	-
	<hr/>	<hr/>
	302,505	351,493
	<hr/>	<hr/>

The unfulfilled conditions and contingencies attaching to the grants were to complete restricted projects (see note 19).

13 Corporation tax

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

Glossop and District Volunteer Bureau (The Bureau)

Notes to the accounts for the year ended 31 March 2022 (continued)

14 Fixed assets: tangible assets

	Office equipment £	Total £
Cost		
At 1 April 2021	29,560	29,560
Additions	5,624	5,624
Disposals	(1,680)	(1,680)
	<hr/>	<hr/>
At 31 March 2022	33,504	33,504
	<hr/>	<hr/>
Depreciation		
At 1 April 2021	20,288	20,288
Charge for the year	6,658	6,658
Disposals	(1,680)	(1,680)
	<hr/>	<hr/>
At 31 March 2022	25,266	25,266
	<hr/>	<hr/>
Net book value		
At 31 March 2022	8,238	8,238
	<hr/>	<hr/>
<i>At 31 March 2021</i>	<i>9,272</i>	<i>9,272</i>
	<hr/>	<hr/>

15 Debtors

	2022 £	2021 £
Grants receivable	-	96,791
Other debtors	4,546	1,800
Prepayments and accrued income	17,475	8,422
	<hr/>	<hr/>
	22,021	107,013
	<hr/>	<hr/>

Glossop and District Volunteer Bureau (The Bureau)

Notes to the accounts for the year ended 31 March 2022 (continued)

16 Cash at bank and in hand

	2022 £	2021 £
Short term deposits	451,129	200,396
Cash at bank and on hand	158,857	296,297
	<hr/>	<hr/>
	609,986	496,693
	<hr/>	<hr/>

17 Creditors: amounts falling due within one year

	2022 £	2021 £
Short term compensated absences (holiday pay)	10,832	9,953
Other creditors and accruals	23,149	26,938
Deferred income	117,028	26,887
	<hr/>	<hr/>
	151,009	63,778
	<hr/>	<hr/>

18 Deferred income

	2022 £	2021 £
Deferred grant brought forward	26,887	-
Grant received	117,028	26,887
Released to income from charitable activities	(26,887)	-
	<hr/>	<hr/>
Deferred grant carried forward	117,028	26,887
	<hr/>	<hr/>

Glossop and District Volunteer Bureau (The Bureau)

Notes to the accounts for the year ended 31 March 2022 (continued)

19 Analysis of movements in restricted funds

Current reporting period	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2022 £
Core activities					
GMHSCP	-	74,851	(74,851)	-	-
	-	74,851	(74,851)	-	-
Projects					
Action Together	321	-	(321)	-	-
ESF BBO	-	29,937	(29,937)	-	-
Life Skills	-	44,408	(44,408)	-	-
ICFT	24,329	126,735	(151,064)	-	-
Befriending support	6,887	29,243	(30,163)	-	5,967
National Lottery -					
Awards For All	9,778	-	(9,778)	-	-
Car Scheme	-	16,500	(16,500)	-	-
Derbyshire County					
Council					
Volunteering	-	19,175	(19,175)	-	-
DCC Active Travel	-	6,859	(6,859)	-	-
DCC Time Out	-	22,929	(21,936)	-	993
DCC Glossopdale					
Community					
Messengers project	9,938	17,754	(9,938)	-	17,754
DCC					
Youth					
Action	9,700		(9,700)	-	-
CCG Digital Support	49,903	-	(46,403)	-	3,500
GM Moving	10,495	53,983	(57,536)	-	6,942
Simmondley					
Medical Practice	-	34,473	(34,473)	-	-
High Peak CVS					
Social					
Connectedness HP					
Alliance	-	1,580	(1,580)	-	-
Peer Support	-	43,169	(31,909)		11,260
Place Based					
Activities	-	24,847	(11,897)		12,950
Elemental	-	2,489	(2,489)		-
Alpkit	-	250	(47)		203
Thursday Friends	-	2,371	(528)		1,843
Social Fund Spot					
Purchase	-	781	(188)		593
	121,351	477,483	(536,829)	-	62,005
Total	121,351	552,334	(611,680)	-	62,005

Glossop and District Volunteer Bureau (The Bureau)

Notes to the accounts for the year ended 31 March 2022 (continued)

19 Analysis of movements in restricted funds (cont.)

<i>Previous reporting period</i>	<i>Balance at 1 April 2020</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers</i>	<i>Balance at 31 March 2021</i>
Core activities					
GMHSCP	-	56,000	(56,000)	-	-
	-	56,000	(56,000)	-	-
Projects					
Action Together	-	71,344	(71,023)	-	321
ESF BBO	-	36,135	(36,135)	-	-
ESF Futures	14,927	19,903	(34,830)	-	-
ICFT	13,396	152,479	(141,546)	-	24,329
Living Life Well					
Design Team	-	13,000	(13,000)	-	-
Befriending support	-	6,887	-	-	6,887
More Move Glossop	-	500	(500)	-	-
Big Lottery Building					
Connections Fund	(90)	29,132	(29,042)	-	-
National Lottery -					
Awards for All	-	9,778	-	-	9,778
T&G PCT	-	16,000	(16,000)	-	-
Derbyshire County					
Council					
Volunteering	-	19,175	(19,175)	-	-
DCC Active Travel	-	6,625	(6,625)	-	-
DCC Making					
Glossop Dementia					
Friendly	-	2,679	(2,679)	-	-
DCC Glossopdale					
Community					
Messengers					
project	-	15,218	(5,280)	-	9,938
DCC Youth Action	-	9,700		-	9,700
Call Companions	-	1,965	(1,965)	-	-
CCG Digital Support	37,780	49,902	(37,779)	-	49,903
GM Moving	-	20,427	(11,632)	-	8,795
Simmondley					
Medical Practice	-	27,290	(27,290)	-	-
The National					
Lottery	-	18,120	(18,120)	-	-
High Peak CVS					
Social					
Connectedness					
HP Alliance	-	1,334	(1,334)	-	-
GMCVO	-	3,180	(1,670)	-	1,510
Self Help Services					
- Big Life Group	-	11,215	(11,215)	-	-
Councillor					
Initiative Fund	-	190	-	-	190
	66,013	542,178	(486,840)	-	121,351
Total	66,013	598,178	(542,840)	-	121,351

Glossop and District Volunteer Bureau (The Bureau)

Notes to the accounts for the year ended 31 March 2022 (continued)

19 Analysis of movements in restricted funds (cont.)

Name of fund	Description, nature and purposes of the fund
GMHCP	Funding from the Person Centred and Community Approaches Team at the Greater Manchester Health and Social Care Partnership to provide support to Social Prescribing schemes across Greater Manchester.
ICFT	Funding from Tameside and Glossop Integrated Care Foundation Trust to support the community and individuals in it to increase their capacity to manage their own health and wellbeing whilst reducing the demand on overstretched statutory services
T&G CCG Digital Support	Funding to work with primary care to develop a volunteer support model to promote and enable the use of digital self-care initiatives for patients
DCC - Volunteering	Infrastructure Grant award for the development of opportunities for volunteering in the community.
DCC - Active Travel	Funding for volunteer car scheme to support vulnerable people to attend medical appointments
DCC - Time Out	A social support group that provides the opportunity for help with weekly shopping and other essentials
Glossopdale Community Messengers Project	Fund to provide community stakeholders in Glossopdale with the information on all aspects of COVID-19 and feedback community insight and intelligence to the Public Health team
DCC - Youth Action	Scoping out and production of report re support for children and young people's mental health and wellbeing
Call Companions	Fund to support volunteers to provide a weekly befriending phone call to the most lonely and socially isolated people within our community
ESF - BBO	Funding from the European Social Fund, administered via Groundwork Nottingham, to provide a Work Coach pre employment support service covering Glossop and New Mills.
Life Skills	A programme which provides group work, 1-2-1, and mentorship support to move people towards meaningful activity
Befriending Support	Contribution to The Bureau's befriending offer
GM Moving	Funding for a development worker to promote, develop and support initiatives that help people to become more physically active. Also funding to deliver projects within the community to encourage people to be more active
Simmondley Medical Practice - Primary Care Network	Funding from Glossopdale PCN for a social prescribing link worker to support patients in Glossopdale to access community initiatives
National Lottery - Awards For All	Funding to support CV workshops and drop in sessions for clients wanting to move into work or change jobs
HP CVS - Social Connectedness HP Alliance	Public Health funded initiative to reduce loneliness and social isolation, delivered in partnership with the High Peak VCSE Alliance.
Car Scheme	This scheme coordinates volunteer drivers to transport elderly and vulnerable clients who have no other means of transport to medical appointments
Place Based Activities/Peer Support	Activity groups including coffee mornings, gardenening club and cookery classes for clients that needs to build confidence, self-esteem and are socially isolated.
Thursday Friends	Weekly volunteer-led social connection for those living with dementia and their carers

Glossop and District Volunteer Bureau (The Bureau)

Notes to the accounts for the year ended 31 March 2022 (continued)

20 Analysis of movement in unrestricted funds

Current reporting period	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers £	As at 31 March 2022 £
General fund	359,520	39,026	(7,045)	-	391,501
Redundancy	26,375	9,355	-	-	35,730
Bureau befriending	41,954	-	(41,954)	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	427,849	48,381	(48,999)	-	427,231
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

Previous reporting period	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers £	As at 31 March 2021 £
General fund	225,715	128,954	4,851	-	359,520
Redundancy	9,909	16,466	-	-	26,375
Bureau befriending	-	50,000	(8,046)	-	41,954
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	235,624	195,420	(3,195)	-	427,849
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

Name of fund	Description, nature and purposes of the fund
General fund	The free reserves after allowing for all designated funds
Redundancy	In the event that the charity is wound up and staff made redundant, funds have been designated to cover the cost of redundancy based on the maximum that could be incurred in the 2020/21 financial year based on age, length of service and weekly pay of all eligible staff
Bureau befriending	Befriending project

Glossop and District Volunteer Bureau (The Bureau)

Notes to the accounts for the year ended 31 March 2022 (continued)

21 Analysis of net assets between funds

Current reporting period	General fund £	Designated funds £	Restricted funds £	Total £
Tangible fixed assets	8,238	-	-	8,238
Net current assets/(liabilities)	383,263	35,730	62,005	480,998
Total	391,501	35,730	62,005	489,236
Previous reporting period	General fund £	Designated funds £	Restricted funds £	Total £
Tangible fixed assets	9,272	-	-	9,272
Net current assets/(liabilities)	350,248	68,329	121,351	539,928
Total	359,520	68,329	121,351	549,200

22 Operating lease commitments

The charity's total future minimum lease payments under non-cancellable operating leases is as follows for each of the following periods:

	Property		Equipment	
	2022 £	2021 £	2022 £	2021 £
Less than one year	24,000	24,000	-	1,005
One to five years	72,000	-	-	-
	96,000	24,000	-	1,005

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

	2022 £	2021 £
Net income/(expenditure) for the year	(59,964)	247,563
Adjustments for:		
Depreciation charge	6,658	6,023
Loss/(profit) on sale of fixed assets	-	(4,010)
Dividends, interest and rents from investments	(733)	(251)
Decrease/(increase) in debtors	84,992	(23,505)
Increase/(decrease) in creditors	87,231	52,100
Net cash provided by/(used in) operating	118,184	277,920

24 Pension scheme and Contingent liability

SCHEME: TPT Retirement Solutions – The Growth Plan

The company participates in the scheme, a multi-employer scheme which provides benefits to some 638 non-associates participating employees. The scheme is a defined benefit scheme in the UK. It is not possible for the company to obtain sufficient information to enable it to account for the scheme as a defined benefit scheme. Therefore it accounts for the scheme as a defined contribution scheme.

The scheme is subject to the funding legislation outlined in the Pensions Act 2004 which came into force on 30 December 2005. This, together with documents issued by the Pension Regulator and Technical Actuarial Standards issued by the Financial Reporting Council, set out the framework for funding defined benefit occupational pension scheme in the UK.

The scheme is classified as a "last-man standing arrangement". Therefore the company is potentially liable for other participating employers' obligations if those employers are unable to meet their share of the scheme deficit following withdrawal from the scheme. Participating employers are legally required to meet their share of the scheme deficit on an annuity purchase basis on withdrawal from the scheme.

A full actuarial valuation for the scheme was carried out at 30 September 2020. This valuation showed assets of £800.3m, liabilities of £831.9m and a deficit of £31.6m. To eliminate this funding shortfall, the Trustee has asked the participating employers to pay additional contributions to the scheme as follows:

Deficit contributions

From 1 April 2022 to 31 January 2025 £3,312,000 per annum (payable monthly)

Unless a concession has been agreed with the Trustee the term to 31 January 2025 applies. Note that the scheme's previous valuation was carried out with an effective date of 30 September 2017. This valuation showed assets of £794.9m, liabilities of £926.4m and a deficit of £131.5m. To eliminate this funding shortfall the Trustee asked the participating employers to pay additional contributions as follows:

From 1 April 2019 to 30 September 2025	£11,243.00 per annum	(payable monthly and increasing by 3% each on 1st April)
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The recovery plan contributions are allocated to each participating employer in line with their estimated share of the Series 1 and Series 2 liabilities.

Where the scheme is in deficit and where the company has agreed to a deficit funding arrangement the company recognises a liability for this obligation. The amount recognised is the net present value of the deficit reduction contributions payable under the agreement that relates to the deficit. The present value is calculated using the discount rate detailed in these disclosures. The unwinding of the discount rate is recognised as a finance cost.

Glossop and District Volunteer Bureau (The Bureau)

Notes to the accounts for the year ended 31 March 2022 (continued)

24 Pension scheme and Contingent liability (cont.)

Present value of provision

	31-Mar-22	31-Mar-21	31-Mar-20
	(£s)	(£s)	(£s)
Present value of provision	934	5,364	6,356

Reconciliation of opening and closing provisions

	Period ending 31-Mar-22	Period ending 31-Mar-21
	(£s)	(£s)
Provision at start of period	5,364	6,356
Unwinding the discount factor (interest expense)	31	143
Deficit contribution paid	(1,357)	(1,318)
Remeasurements - impact of any change in assumptions	(21)	183
Remeasurements - amendments to the contribution schedule	(3,083)	-
Provision at end of period	937	5,364

Income and expenditure impact

	Period ending 31-Mar-22	Period ending 31-Mar-21
	(£s)	(£s)
Interest expense	31	143
Remeasurements - impact of any change in assumptions	(21)	183
Remeasurements - amendments to the contribution schedule	(3,083)	-
Contributions paid in respect of future service *	-	-
Costs recognised in income and expenditure account	1,353	1,315

*includes defined contribution schemes and future service contributions (i.e. excluding any deficit reduction payments) to defined benefit schemes which are treated as defined contribution schemes. To be completed by the company.

Assumptions

	31-Mar-22	31-Mar-21	31-Mar-20
	(£s)	(£s)	(£s)
Rate of discount	2.35	0.66	2.53

The discount rates shown above are the equivalent single discount rates which, when used to discount the future recovery plan contributions due, would give the same results as using a full AA corporate bond yield curve to discount the same recovery plan contributions.

Glossop and District Volunteer Bureau (The Bureau)

Statement of Financial Activities
(including Income and Expenditure account)
for the year ended 31 March 2021

	Note	Unrestricted funds £	Restricted funds £	Total funds 2021 £	Total funds 2020 £
Income from:					
Donations and legacies	3	50,973	-	50,973	5,040
Charitable activities:	4				
Core activities		26,936	56,000	82,936	81,614
Projects and other		73,432	542,178	615,610	447,340
Other trading activities	5	43,828	-	43,828	2,071
Investments	6	251	-	251	150
Total income		195,420	598,178	793,598	536,215
Expenditure on:					
Charitable activities:	7				
Operating costs		3,195	218,922	222,117	210,125
Direct project costs		-	323,918	323,918	243,953
Total expenditure		3,195	542,840	546,035	454,078
Net income/(expenditure) for the year	9	192,225	55,338	247,563	82,137
Net movement in funds for the year		192,225	55,338	247,563	82,137
Reconciliation of funds					
Total funds brought forward		235,624	66,013	301,637	219,500
Total funds carried forward		427,849	121,351	549,200	301,637

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.