

**Glossop and District
Volunteer Bureau**
operating as

The Bureau

**Report and Financial
Statements for the Year
Ended 31 March 2024**

Company number 3455027

Charity number 1067170

Volunteering



Advising



Connecting



Supporting



Responding



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:

Simon Rogers (Chair)
Wayne Prior (Treasurer)
Sue Nash (Resigned January 2024)
Andy Zuntz (Resigned March 2024)
Elaine Richardson (Resigned June 2023)
Peter Carefoot (Resigned July 2023)
Danny McLoughlin
Lynda Shentall (Resigned January 2024)
Adrian Stokes
Jean Shanks (Resigned October 2023)
Bernadette Connor (Resigned April 2024)
Sophie Glinka (Appointed January 2024)
Clare Plant (Appointed January 2024)
Anne Talbot (Appointed February 2024)
Victoria Wellings (Appointed February 2024)

| | | |
|--------------|-------------------|-------------------------------------------|
| Staff | Natalie Rhodes | Chief Officer |
| | Karen Gard | Finance and Compliance Officer |
| | Ruth Towner-Yates | Community Health and Wellbeing Manager |
| | Graham Morgan | Service Development and Programme Manager |
| | Lauren Moore | Operations Manager |
| | Rebecca Hyde | Finance Officer |
| | Frances Joddrell | Life Skills Lead |
| | Matthew Gregory | Community Development Lead |
| | Helen Thornhill | Move More Project Lead |
| | Emma Delany | Digital Health Lead |
| | Janice Imrie | PCN Link Worker |
| | Jackson Barnes | PCN Link Worker |
| | Lisa Newens | Community Navigator |

| | |
|------------------|--------------------------------------------|
| Rebecca Knowles | Community Navigator |
| Bev Maycock | Community Navigation Triage |
| Paul Kiddy | Sight Loss and Call Companions Coordinator |
| Jan Bramald | Car Scheme Coordinator |
| Nathan Connor | Befriending Coordinator |
| Paula Rydings | Life Skills Support Worker |
| Fiona Nelson | Volunteer Coordinator |
| Josh Asquith | Business Administrator |
| Lauren Hastie | Peer Support Administrator |
| Stacey Bedwell | Work Coach |
| Jennifer Elliott | Pre-Employment Administrator |
| Simon Hughes | Cleaner |

Bankers

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

**Independent
examiner**

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

Chair's Review

It is both a privilege and a pleasure to be able to communicate the many achievements of The Bureau over the past twelve months. As a charity we face significant challenges, but we have come through the past 12 months with much to be proud of. You will see elsewhere in this report what The Bureau has been working on this year. Here are a few of the notable successes I would like to mention.

Firstly, for any organisation to be successful it has to be well led. We have a skilled and experienced senior team who have performed with great success over the year. In addition, during the year we have appointed a new group of trustees who are bringing a depth of experience and knowledge to the board. I can say with confidence that the governance and management of The Bureau are strong, cohesive, and are well placed to see the organisation through the coming challenges. Thank you to the Board and senior team for your hard work and support over this past year.

Our staff team have once again gone above and beyond our expectations. Good staff retention and high levels of satisfaction with The Bureau as a place to work are the cornerstone of our success. As a result, we have been able to at least meet, and in many cases exceed our project targets. On behalf of the Board, I would like to thank all our staff for their hard work and commitment.

Much of what we do is hugely reliant on our team of over 200 volunteers. They are crucial to our success and it is they who are in so many ways the face of The Bureau. So, on behalf of the staff and the Board, a huge thank you for what you do for the people of Glossop.

We have almost achieved a financial break-even position, despite several 'one off' costs. In addition, we have maintained strong financial reserves which will help us deal with the inevitable ebbs and flows of income all charities must deal with.

The potential implications of the changes to local NHS organisational arrangements had been a cause for concern, but we have established effective working relationships with our new partners. We have also cemented more collaborative working across the High Peak, something we are committed to enhancing in the year ahead.

Partnerships are key to our effectiveness. We can point to the continued development of successful projects and services in partnership with a wide range of statutory and non-statutory organisations in Glossop and across the High Peak.

We have also continued our work in Gamesley and Whitfield, in particular supporting young and vulnerable people. We are committed to enhancing our service offer in these areas.

In addition, our long running services such as befriending, the car scheme, Life Skills, Move More and Digital Health have continued to help meet the needs of our local community.

The future for The Bureau is bright, but we know we face significant financial and service challenges in the year ahead. Continued pressure on public finances and growth in demand will continue to be a challenge. However, we are confident we can meet those challenges, to adapt to new circumstances and environments by working in collaboration with our partners across Glossopdale.

Finally, I would like to thank all our partners without whom we could not provide the services we do for the people of Glossop. Our clients deserve nothing but the best from us all.

Simon Rogers
(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 focused on our stated purposes, and directed towards public benefit. The Board has referred to the literature 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 with continued dedication 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 all rooted in our fundamental beliefs that:

- **People and community should be at the heart of what we do**
- **Our community hold the answers as well as the questions**
- **Only by listening can we move forward**
- **We should be flexible to meet need**
- **There is strength in partnership**
- **We need to be brave and passionate in what we do**
- **Everything we do should make a difference**

Our key strategic aims key aims are:

| | |
|------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|
| Volunteering  | We will encourage local people to volunteer and support others |
| Advising  | We will offer advice and practical help |
| Connecting  | We will connect people with other relevant services |
| Supporting  | We will support the growth of community activity and action |
| Responding  | We will respond to community needs as they arise |

These strategy strands help us to organise and focus our projects, work to our purpose and articulate clearly what we do and how we do it. This aids fundraising and aligning with the purpose and values of relevant Trusts and Foundations and also helps us connect with a range of stakeholders about our work and ambitions in continuing to uniquely serve the community of Glossopdale. Our projects and activities work interdependently and form a model that can flex, grow and respond to the needs, interests and opportunities within our community. The model responds to need as it arises, the funding landscape and the priorities of key statutory and third sector partners. Our work falls into the following areas:

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

During this financial year, we have continued to maintain and strengthen relationships in the Derbyshire Health footprint. We are a critical partner in the High Peak Health Place Alliance, the Health and Wellbeing partnership, the Health VCSE Alliance and we sit on the workforce development group for Derby and Derbyshire Integrated Care Board. We make it our business to ensure that the voice of lived experience is heard and taken into account at all levels. We are also working to connect community volunteering with our local Health offer. We continue to lobby for vital services in Glossop. In particular, this year we have been

working hard to challenge cuts to mental health provision in the area, and monitor and inform on changes as we see them happen on the ground. Much of this is as a result of Tameside still delivering our services but confusion over responsibilities. We have also worked with our new partners to communicate the changes with the public, seek their thoughts and concerns and feed them back into the system to assist in making sure Glossop is not overlooked.

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. Unlike our statutory partners, our wide variety of community based, social capital rich activities, help to connect people and keep them connected for improved wellbeing and health.

Volunteering is at the heart of who we are and what we do. This year, we have taken various approaches to recruitment, training, retention and allocation of volunteers via our own projects and brokerage. This has included capitalising on corporate volunteering opportunities and supporting various place based initiatives across the area (e.g. Gamelsey youth groups at the community centre). We currently sit on the workforce analysis sub-group with Derby and Derbyshire Integrated Care Board and are looking at options to support health initiatives and greater preventative care in communities via volunteering solutions. This has the potential of opening wider training and experience opportunities for volunteers in health.

Our Activities and Achievements

The following is a summary of the main activities provided over the last year:

1. Social Connections:

- **Call Companions** – Telephone befriending service where socially isolated people receive a weekly phone call providing a friendly chat and a listening ear. In this year, we have made 162 calls per week with the support of 18 volunteers, equating to 2028 volunteer hours in total!
- **Car Scheme** – Our Car Scheme coordinator matches one of our fantastic team of volunteer drivers with a community member who needs to attend a medical appointment. We take people locally to the dentist or the GP, or further afield to hospitals and clinics. This year we have completed over 1800 drives for 300 clients, with the support of 26 volunteer drivers. They drove 26,551 miles which is almost all the way around the earth.
- **Befriending** – 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 continue to 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. 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. This year saw 31 highly skilled volunteer befrienders supporting 60 individual clients. As well as visiting their homes for a brew and a chat, befrienders visited local cafes and garden centres, went on walks and attended community groups together. Reported outcomes include an increase in physical activity, increased independence and motivation and increase in social interactions.

2. Social Sessions:

Our social sessions make up what we label as our ‘peer support’ offer which we have worked hard to develop into a tiered approach this financial year. Tier one activities are simply group connections, they add depth to the work we have done with people by offering them social activities that they can join to enrich their life and activities through friendships and new connections. Tier two activities are a new strand and combine connections, friendship and intervention. Below is our range of peer support social sessions on offer at the moment.

- **Time Out sessions** – Time out has evolved into a social gathering for some of our most vulnerable clients and volunteers. We continue to help them with shopping if they wish and play games and provide tea, coffee and entertainment. We have an average attendance of 14 per group, supported by 4 volunteers
- **The Glossop Brew Crew** – Based in the Norfolk Arms in central Glossop, this has been our most well attended group. There are a range of clients and volunteers attend and the atmosphere is friendly and welcoming. Small peer support groups have formed from this and our Visually Impaired group also meets there regularly after the session. This group was regularly attended by 22 individuals and is supported by 4 volunteers.
- **The Hadfield Brew Crew** – Running from Hadfield Methodist Church, this group is supported by 3 volunteers and is regularly attended by 15+ people. The group often play games and do quizzes, along with a brew and a chat! They also frequent Hadfield Bowling Club together. Following this is our Cast On group which is generally attended by the same people as the brew crew, but they get their crochet hooks and knitting needles out instead!
- **Forest Folk** – Our successful mental health peer support activity trial in partnership with a locally run forest school. Here we combine forest activities and learning which are fun and engaging with everyday life skills including emotional management, thinking skills, assertiveness, communication skills and more. 9 people attended each of two courses this year.
- **Cooking Group** – A healthy cooking class for clients who want to learn how to cook or how to make nourishing meals on a budget. Two cooking clubs ran over this year, with 5 or 6 clients attending each one. A volunteer leading the group provided a warm, friendly environment for people to grow in confidence and also explore topics of problem solving and creativity.
- **Tuesday Dementia group Gamesley** – Attended by 10 people all who have varying types and progressions of dementia, this group is open to new members and reaches a community that has a disproportionate level of dementia development.
- **Thursday Dementia Friends** – A group for people with dementia and their carers, supported by a committed, warm and wonderful volunteer who leads and manages the group. This group works closely with our community navigation team so that families can be supported through the challenges of dementia and be connected to the right services at the right time. This group is led entirely by 5 dedicated volunteers and has a strong core group of around 20 attendees.
- **Lego Club** – 6 attendees had the opportunity to build themed models, along the lines of resilience, problem solving and creativity. The group worked together to create a cohesive supportive environment in which individuals began to trust in one another and offer support.
- **Seated Exercise** – two cohorts of clients have taken part in the 6 week programmes, facilitated by Glossop Leisure Centre and supported by a Bureau volunteer. In total 12 people attended.
- **Social Trips** – We organise a number of trips throughout the year for our peer support groups, including Christmas meals, out to Buxton, Crich Tramway Museum and Bent's Garden Centre. This provides further opportunities for attendees to experience different environments and have a change of scenery!

Some reported outcomes at these groups have been a decrease in social isolation, increase in confidence, increase in knowledge and even some going on to gain employment as a result of the skills learned at these groups

3. Volunteering:

Volunteering is at the heart of everything we do and 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 around 272 registered volunteers and this year we were supported by 200 active volunteers, giving over 15,600 hours of volunteering time which, if applied to the Living Wage, is over £187,000 in wages!

We also work alongside lots of other organisations to support them with their volunteering requirements. This involves advertising for them on our website and newsletters, and also signposting volunteers with specific interests to the right places. This year, these included:

- People 4 Wildlife, Denton
- Gamesley Primary School
- George St Books, Glossop
- Hayfield Primary School
- Oxfam, Glossop
- Age UK, Glossop
- Home Start High Peak
- Samaritans, Buxton
- Rhododendron clearance
- Glossop Leisure Centre
- Sustainable Hayfield
- Glossopdale Furniture Project
- Glossop Bookfest
- And many more!

4. Supporting Community Wellbeing:

Following 5 years of delivering a strong Social Prescribing and Community Development offer, we have worked hard this year to convince our new commissioners in Derbyshire to maintain the same model. The evidence base we have been able to draw upon showing our ability to support and reduce demand on overstretched statutory services has ensured that we can continue to deliver this work into the future. Our offer will remain as follows as we move into the Derbyshire Health footprint and includes:-

- **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. This year in February we celebrated reaching 2500 cases supported since its inception! Helping so many of our local residents to reach their health and wellbeing goals is a huge honour.

This year 263 referrals were received, although a total of 356 new cases were processed over the year. 109 referrals were from Primary Care and a further 154 from elsewhere – including self-referrals, community teams, Adult Social Care, the Job Centre, probation etc. The top reasons for referral were mental health, disconnection from the community, isolation, problems coping, and loneliness.

- **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. During this period we successfully distributed £39,000 in grants to support local grass roots organisations deliver a range of new activities, including to Peak District National Park, Extra Time CIC, Glossop Arts Project, Be Well and DOSport UK.
- **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 are also co-designing and developing a mental health intervention for men with mild to moderate mental health difficulties. This intervention is combined with an activity, the pilot of which was combined with a forest school.

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. This year we worked with 87 clients with the support of 20 volunteer mentors who facilitate attendees to achieve their goals, build their confidence and connect socially. We far exceeded our targets for this period, and were particularly proud to report that 91% of attendees gave the programme a 5/5 star rating!
- **Routes to Work** – Our newest program designed to provide personalised support to individuals seeking employment, helping them overcome hurdles and find the best route to success. Whether help with CV writing, interview techniques, finding volunteer opportunities or learning new skills, we support people every step of the way. We worked with 85 clients this year, and 21 of those individuals gained employment, 50 were referred to other services and all gave really positive feedback!

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:

- **Move More Glossop**, which is a partnership with High Peak but may become a continued partnership with GM moving, Greater Sport and Sport England, designed to encourage people to move more for health and wellbeing. Move More operates with the ethos that we can build movement into everyday life, supporting and encouraging local people to discover the beautiful countryside we have in and around Glossop too. In this period, we have continued to work with the community across Glossopdale and partners such as Peak Active Sport to deliver activities, and supported many other organisations to grow such as WISH in Whitfield and LET's mental health group. We have also continued to work with schools to encourage active travel, created new walking groups to fit all abilities, and worked with a range of partners to increase health, wellbeing and resilience within the community. In addition, our new Children & Young Peoples Move More Officer who has been working with the School Sports Partnership to gather information about activity levels in children and run physical activity events across the borough.
- **Youth Groups and HAF Activities** – via the mechanisms of Move More, we have also delivered 2 youth groups in Gamesley supported by 15 dedicated volunteers providing a range of activities and opportunities for children to be together in a safe space. We also delivered 1424 meals to students during holiday periods in Whitfield, Gamesley and Hadfield.
- **Digital Health Support Service** – This service has been running for over 2 years now, and is our only project to work across Tameside and Glossopdale. The purpose of the project is to enable people to access their GP surgery more easily, develop the knowledge, skills and digital confidence to more effectively manage their own healthcare and help GP practices to manage and reduce the demands on their services. This year we have processed 1425 referrals (1000 more than last year!), held 177 group sessions and workshops, with the support of 22 active Digital Health Champions.
- **High Peak Alliance** – The Bureau, New Mills Volunteer Centre, High Peak CVS and Connex Community Support in Buxton form the High Peak Alliance. Formalising our collaborative approach during COVID we now confer on all elements of social connectedness, support each other's work and are moving towards more collaborative activities and skill and resource sharing.
- **DDIA** – on a Derbyshire wide level we are a member of the Derby and Derbyshire Infrastructure Alliance, a collection of volunteer centre and CVS organisations. We work together collaboratively on contracts and

partnerships with the local authority, health and public health to inform, shape and influence provision for our local communities.

- **VCSE Alliance** – Created when the Integrated Care Boards were formed, the VCSE Alliance is a collaboration of delivery and infrastructure organisations who work together with the Health service to enhance the role of the voluntary sector in health and social care. This alliance is guided by a Memorandum of Understanding with Derby and Derbyshire ICB and has allowed us to gain representation across a number of important work strands. The Bureau works with health partners on 'workforce development' and is helping to inform, shape and develop the place of volunteering and VCSE input into our local health and social care system.

Economic environment/Cost of living crisis

Impact on Volunteers, Staff, and Beneficiaries

Strained finances continue to be a problem for our beneficiaries and is one of the top five referral reasons to our Social Prescribing Service. This is also reflected in higher number of referrals for mental and emotional wellbeing problems and demand on local food banks. Rates of volunteering are still stunted following COVID and whilst we have good volunteering numbers, we have had to work hard to encourage this. A positive solution has been to encourage place based volunteering where people can engage in offering their time to support activities in their local neighbourhoods within Glossopdale.

Our staffing has remained stable and we have worked hard to match wages with NJC scales to ensure staff are being paid as fairly as possible. This has led to a need to enhance the organisations fundraising and has been difficult given that statutory funding has remained stagnant, grant pots are more competitive and funding is harder to come by as a result of the current economic climate.

Further Developments

This year we have continued to observe the presenting needs in our community. Something that we have been on the periphery of for some time, is support for children and young people. During this time we have been developing our Life Skills programme as we observe the support required from children falling into the NEET category (not engaged in education, employment or training). We have supported young people from 15+ through our pre-employment offer and as we have learned about the barriers these young people experience, we have readied ourselves to expand our input further as we move forward into the new financial year.

Financial Impact

This year we have finished the year with a deficit. Whilst a small proportion of that is related to self-funding some of our own work, the majority relates to spends on building maintenance and investment in a sister charity to support digital divide activities for some of the most vulnerable members of our community. This year has been an opportunity to take stock of Charity fundraising during economic crisis and review what and how we need to progress to ensure we take the opportunity to utilise our reserves to support some important work in Glossopdale. We remain in a strong financial position moving into the 24/25 financial year and are reviewing our key strategic priorities and fundraising strategy to adapt to the current environment.

We continue to take the following actions to mitigate financial risk and effectively plan:

- Robust monthly profit and loss reports.
- Bi-monthly finance sub-groups.
- Regular Board meetings.
- Reviewing all our overheads and staffing structures to reduce all non-project costs to make us as resilient as possible for the future.
- Engaging with new opportunities as we respond to local need.
- The Bureau does not hold any external third-party investments.

Financial review

Year Summary

The total income for the year was £797,349 with a total expenditure of £849,335 resulting in an reported operating deficit of £51,986. However, the restricted funds brought forward from 2022-23 were £107,557 and the restricted funds being carried forward to 2024-25 are £98,191. When these figures are taken into account along with adjustments for a couple of one-off costs the amended result is a small deficit of £9,109. 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 NHS Derby and Derbyshire ICB, Derbyshire County Council, Greater Manchester Health and Social Care Partnership, High Peak Borough Council, NHS Greater Manchester ICB, The National Lottery and the European Social Fund.

Reserves Policy

Overall reserves at 31/3/2024 were £470,116 comprising £98,191 restricted funds and £371,925 unrestricted funds.

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 cost of living crisis, rising costs and heightened competition for funding at the same time as impending cuts from Derbyshire County Council make the next financial year very challenging. Demand for our services remain high and the needs presenting have become more complex and require more capacity. Given the economic climate and the challenges this presents for the third sector we will focus on the following things moving forward to future proof our organisation and to continue to meet the needs of our community:-

- **Relationship with Derby and Derbyshire Integrated Care Board (D&DICB):** Although we are now well beyond the transition period, there are a lot of remaining issues with health provision for Glossop given many of our services are still commissioned to be provided by Tameside which sits within another ICB. We have witnessed a reduced service in several areas, the one of most concern being mental health services. Our connection to community and individual experience means the continued development of our relationship with D&DICB remains critical. Additionally, we want to remain a provider of Social Prescribing and Community Development and share our learning about primary care digital advancements in relation to patient experience through our volunteer led Digital offer. We will continue to work with the ICB and take up opportunities to collaborate with them on better health care for Glossop residents.
- **The effect of Local Authority and statutory service deficits on the VCSFE sector** – Financial pressure on our local authority and the statutory partners we work with continues to threaten our operations. This is reflected in ongoing contracts that remain stagnant in value despite rising staff and core costs, the real threat of direct cuts to our funding and the proposed closure of three main community venues currently run by DCC. These decisions will affect critical delivery capabilities in the sector and undermines existing unrelated projects delivered by a wide breadth of VCSFE organisations across the area. We will continue to work with partners to explore the options, provide solutions and collaborate to deliver efficiencies during hard financial times.
- **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. In the coming year we will be working to protect as far as we can the infrastructure needed locally to provide services that reach those marginalised from services due to poverty and the health inequalities associated with their circumstances.

- **Local VCSE sector** – Given the challenges faced, this year we have seen an increase in strategic discussions between VCSFE organisations locally. An attempt to align, support and collaborate has been much more prevalent this year and needs to be continued locally and into the High Peak. In the new financial year we will collaborate more formally in relation to the infrastructure challenges regarding the loss of the Community Centre and Geoffrey Manton building in Gamesley and Pure Vibes in Whitfield. Furthermore we have strengthened our relationship with partners in the High Peak including High Peak CVS, New Mills Volunteer Centre and Connex Community Support in Buxton. With this we are developing plans to collaborate on joint strategic delivery of services designed to reduce social isolation and increase support and connectedness opportunities for the most vulnerable people across our communities.
- **Availability of core funding** – This year we have explored the challenges of covering core costs and experimented with some fundraising ideas to bolster our core income. This led us to invest in some consultancy to understand our unique identity, the funding options available to us, the challenges to an organisation of our size and mission and the formation of a strategic fundraising plan. Moving into the new financial year part of our strategy will be to build the framework for a much more robust fundraising strategy and implement a number of fundraising activities to support our core costs.

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 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 18/09/2024 and signed on its behalf by



Simon Rogers

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 2024 which are set out on pages 14 to 37.

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

Glossop and District Volunteer Bureau (The Bureau)

Statement of Financial Activities
(including Income and Expenditure account)
for the year ended 31 March 2024

| | Note | Unrestricted funds £ | Restricted funds £ | Total funds 2024 £ | Total funds 2023 £ |
|----------------------------------------------|------|----------------------------|--------------------------|--------------------------|--------------------------|
| Income from: | | | | | |
| Donations and legacies | 3 | 42,788 | 2,182 | 44,970 | 7,930 |
| Charitable activities: | 4 | | | | |
| Core activities | | 5,000 | 49,018 | 54,018 | 67,977 |
| Projects and other | | - | 641,973 | 641,973 | 628,905 |
| Other trading activities | 5 | 44,780 | - | 44,780 | 31,540 |
| Investments | 6 | 11,608 | - | 11,608 | 6,321 |
| Total income | | 104,176 | 693,173 | 797,349 | 742,673 |
| Expenditure on: | | | | | |
| Charitable activities: | 7 | | | | |
| Operating costs | | 146,796 | 114,055 | 260,851 | 243,013 |
| Direct project costs | | - | 588,484 | 588,484 | 466,794 |
| Total expenditure | | 146,796 | 702,539 | 849,335 | 709,807 |
| Net income/(expenditure) for the year | 9 | (42,620) | (9,366) | (51,986) | 32,866 |
| Transfer between funds | | - | - | - | - |
| Net movement in funds for the year | | (42,620) | (9,366) | (51,986) | 32,866 |
| Reconciliation of funds | | | | | |
| Total funds brought forward | | 414,545 | 107,557 | 522,102 | 489,236 |
| Total funds carried forward | | 371,925 | 98,191 | 470,116 | 522,102 |

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 2024

| | Note | 2024 | 2023 |
|------------------------------------------------------|------|----------------|----------------|
| | | £ | £ |
| Fixed assets | | | |
| Tangible assets | 14 | 2,629 | 5,856 |
| Total fixed assets | | 2,629 | 5,856 |
| Current assets | | | |
| Debtors | 15 | 55,325 | 76,455 |
| Cash at bank and in hand | 16 | 467,582 | 523,023 |
| Total current assets | | 522,907 | 599,478 |
| Liabilities | | | |
| Creditors: amounts falling due in less than one year | 17 | (55,420) | (83,232) |
| Net current assets | | 467,487 | 516,246 |
| Total assets less current liabilities | | 470,116 | 522,102 |
| Net assets | | 470,116 | 522,102 |
| The funds of the charity: | | | |
| Restricted income funds | 19 | 98,191 | 107,557 |
| Unrestricted income funds | 20 | 371,925 | 414,545 |
| Total charity funds | | 470,116 | 522,102 |

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 17 to 37 form part of these accounts.

Approved by the trustees on 18/09/2024 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 2024

| | Note | 2024 £ | 2023 £ |
|--------------------------------------------------------------|------|-----------------|-----------------|
| Cash provided by/(used in) operating activities | 23 | (64,408) | (90,679) |
| <i>Cash flows from investing activities:</i> | | | |
| Dividends, interest, and rents from investments | | 11,608 | 6,321 |
| Purchase of tangible fixed assets | | (2,641) | (2,605) |
| Cash provided by/(used in) investing activities | | 8,967 | 3,716 |
| Increase/(decrease) in cash and cash equivalents in the year | | (55,441) | (86,963) |
| Cash and cash equivalents at the beginning of the year | | 523,023 | 609,986 |
| Cash and cash equivalents at the end of the year | | 467,582 | 523,023 |

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.

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 2024 (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 £61 outstanding contributions at the year end (2023: £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 2024 (continued)

3 Income from donations and legacies

| Current reporting period | Unrestricted £ | Restricted £ | Total 2024 £ |
|----------------------------------|-------------------|-----------------|-----------------|
| Donations | 42,788 | 2,182 | 44,970 |
| Total | 42,788 | 2,182 | 44,970 |
| Previous reporting period | Unrestricted £ | Restricted £ | Total 2023 £ |
| Donations | 6,429 | 1,501 | 7,930 |
| Total | 6,429 | 1,501 | 7,930 |

Glossop and District Volunteer Bureau (The Bureau)

Notes to the accounts for the year ended 31 March 2024 (continued)

4 Income from charitable activities

| Current reporting period | Unrestricted £ | Restricted £ | Total 2024 £ |
|---------------------------------|-------------------|-----------------|-----------------|
| Core activities | | | |
| Derbyshire County Council | - | 21,936 | 21,936 |
| High Peak Borough Council | 5,000 | - | 5,000 |
| GMHSCP | - | 27,082 | 27,082 |
| | <hr/> | <hr/> | <hr/> |
| | 5,000 | 49,018 | 54,018 |
| Projects and other | | | |
| Derbyshire County Council | | | |
| Volunteering | - | 19,175 | 19,175 |
| Active Travel | - | 468 | 468 |
| Glossopdale Community | | | |
| Messengers project | - | 10,000 | 10,000 |
| Community Leadership Fund | - | 600 | 600 |
| Derbyshire MIND | - | 4,788 | 4,788 |
| European Social Fund | | | |
| BBO | - | 5,045 | 5,045 |
| Police and Crime Commissioner | - | 7,212 | 7,212 |
| NHS Derby and Derbyshire ICB | | | |
| Community Navigation | - | 125,120 | 125,120 |
| Grant Awards | - | 39,000 | 39,000 |
| Car Scheme | - | 16,032 | 16,032 |
| Digital Health | - | 10,000 | 10,000 |
| NHS Greater Manchester ICB | - | 80,000 | 80,000 |
| ICFT Grants | - | 3,218 | 3,218 |
| Connex Community Support | - | 8,635 | 8,635 |
| High Peak Borough Council | | | |
| Councillor Initiatives | - | 700 | 700 |
| Move More Glossop | - | 18,000 | 18,000 |
| Anti Social Behaviour Fund | - | 500 | 500 |
| Climate Fund | - | 416 | 416 |
| Simmondley Medical Practice | - | 37,968 | 37,968 |
| The National Lottery | | | |
| Befriending | - | 47,445 | 47,445 |
| Awards 4 All | - | 8,147 | 8,147 |
| High Peak CVS | - | 479 | 479 |
| Peter Sowerby | - | 24,994 | 24,994 |
| Henry Smith | - | 57,000 | 57,000 |
| Churchill Fund | - | 2,484 | 2,484 |
| PHP | - | 9,984 | 9,984 |
| Streetgames | | | |
| Spring Holiday Activity Fund | - | 3,952 | 3,952 |
| Summer Holiday Activity Fund | - | 13,133 | 13,133 |
| Christmas Holiday Activity Fund | - | 4,404 | 4,404 |
| Round the Resers | - | 782 | 782 |
| Glossopdale Food Bank | - | 1,728 | 1,728 |
| High Peak School and Sports | | | |
| Partnership | - | 15,000 | 15,000 |
| Sport England | - | 5,029 | 5,029 |
| UKSPF | | | |
| Sustrans Ferasibility Study | - | 26,710 | 26,710 |
| Routes to Work | - | 30,584 | 30,584 |
| Sessional Income | - | 2,222 | 2,222 |
| Other Income | - | 1,019 | 1,019 |
| | <hr/> | <hr/> | <hr/> |
| | - | 641,973 | 641,973 |
| | <hr/> | <hr/> | <hr/> |
| Total | 5,000 | 690,991 | 695,991 |
| | <hr/> | <hr/> | <hr/> |

Glossop and District Volunteer Bureau (The Bureau)

Notes to the accounts for the year ended 31 March 2024 (continued)

4 Income from charitable activities (cont.)

| Previous reporting period | Unrestricted £ | Restricted £ | Total 2023 £ |
|-------------------------------------|---------------------------|-------------------------|-------------------------|
| Core activities | | | |
| Derbyshire County Council | - | 21,936 | 21,936 |
| High Peak Borough Council | 5,000 | - | 5,000 |
| GMHSCP | - | 41,041 | 41,041 |
| | <hr/> | <hr/> | <hr/> |
| | 5,000 | 62,977 | 67,977 |
| Projects and other | | | |
| Tameside & Glossop CCG | | | |
| Car Scheme | - | 4,234 | 4,234 |
| Digital Support | - | 50,000 | 50,000 |
| Derbyshire County Council | | | |
| Volunteering | - | 19,175 | 19,175 |
| Active Travel | - | 12,000 | 12,000 |
| Glossopdale Community | | | |
| Messengers project | - | 10,000 | 10,000 |
| Easter Holiday Activity Fund | - | 4,788 | 4,788 |
| Glossop SOUP | - | 500 | 500 |
| Contain Funding | 6,938 | - | 6,938 |
| European Social Fund | | | |
| BBO | - | 35,965 | 35,965 |
| Futures | - | 14,989 | 14,989 |
| Police and Crime Commissioner | - | 2,438 | 2,438 |
| Tameside & Glossop Integrated | | | |
| Care NHS Foundation Trust | - | 125,120 | 125,120 |
| ICFT Grants | - | 2,445 | 2,445 |
| Connex Community Support | - | 7,396 | 7,396 |
| High Peak Borough Council | | | |
| Councillor Initiatives | - | 2,350 | 2,350 |
| Move More Glossop | - | 34,236 | 34,236 |
| CYP Move More | - | 35,000 | 35,000 |
| Action together | | | |
| Grant awards | - | 41,865 | 41,865 |
| Life Skills | - | 23,313 | 23,313 |
| Simmondley Medical Practice | - | 34,473 | 34,473 |
| The National Lottery - | | | |
| Befriending | - | 46,845 | 46,845 |
| High Peak CVS | - | 500 | 500 |
| Self Help Services - Big Life Group | - | 20,000 | 20,000 |
| High Peak Well Being | | | |
| Partnership | - | 19,810 | 19,810 |
| Streetgames | | | |
| Summer Holiday Activity Fund | - | 10,728 | 10,728 |
| Christmas Holiday Activity Fund | - | 5,208 | 5,208 |
| High Peak School and Sports | | | |
| Partnership | - | 15,000 | 15,000 |
| Active Partner Trust | - | 14,894 | 14,894 |
| Glossop Youth Action Group | - | 9,669 | 9,669 |
| National Squash Centre | - | 5,000 | 5,000 |
| Erewash Voluntary Action | - | 4,920 | 4,920 |
| Salford CVS | - | 4,090 | 4,090 |
| Glossop Round Table | - | 300 | 300 |
| Royal Society for Public Health | - | 200 | 200 |
| Tintwistle Parish Council | - | 100 | 100 |
| Sessional Income | - | 4,416 | 4,416 |
| | <hr/> | <hr/> | <hr/> |
| | 6,938 | 621,967 | 628,905 |
| | <hr/> | <hr/> | <hr/> |
| Total | 11,938 | 684,944 | 696,882 |

Glossop and District Volunteer Bureau (The Bureau)

Notes to the accounts for the year ended 31 March 2024 (continued)

5 Income from other trading activities

| | 2024 £ | 2023 £ |
|--------------------------|-----------|-----------|
| Room hire & other income | 44,780 | 31,540 |
| | <hr/> | <hr/> |
| | 44,780 | 31,540 |
| | <hr/> | <hr/> |

All income from other trading activities is unrestricted.

6 Investment income

| | 2024 £ | 2023 £ |
|---------------------------|-----------|-----------|
| Income from bank deposits | 11,608 | 6,321 |
| | <hr/> | <hr/> |
| | 11,608 | 6,321 |
| | <hr/> | <hr/> |

All investment income is unrestricted.

Glossop and District Volunteer Bureau (The Bureau)

Notes to the accounts for the year ended 31 March 2024 (continued)

7 Analysis of expenditure on charitable activities

| Current reporting period | Operating costs £ | Direct project costs £ | Total 2024 £ |
|----------------------------------|----------------------|---------------------------|-----------------|
| Staff costs | 153,396 | 413,203 | 566,599 |
| Project costs | - | 175,281 | 175,281 |
| Running costs | 100,087 | - | 100,087 |
| Depreciation | 5,868 | - | 5,868 |
| Governance costs (see note 8) | 1,500 | - | 1,500 |
| | <hr/> | <hr/> | <hr/> |
| | 260,851 | 588,484 | 849,335 |
| | <hr/> | <hr/> | <hr/> |
| Previous reporting period | Operating costs £ | Direct project costs £ | Total 2023 £ |
| Staff costs | 165,833 | 387,333 | 553,166 |
| Project costs | - | 79,461 | 79,461 |
| Running costs | 67,789 | - | 67,789 |
| Depreciation | 4,987 | - | 4,987 |
| Governance costs (see note 8) | 4,404 | - | 4,404 |
| | <hr/> | <hr/> | <hr/> |
| | 243,013 | 466,794 | 709,807 |
| | <hr/> | <hr/> | <hr/> |
| | | 2024 £ | 2023 £ |
| Restricted expenditure | | 702,539 | 640,893 |
| Unrestricted expenditure | | 146,796 | 68,914 |
| | | <hr/> | <hr/> |
| | | 849,335 | 709,807 |
| | | <hr/> | <hr/> |

Glossop and District Volunteer Bureau (The Bureau)

Notes to the accounts for the year ended 31 March 2024 (continued)

8 Analysis of governance and support costs

| Current reporting period | Basis of apportionment | Governance £ | Total 2024 £ |
|----------------------------------|------------------------|-----------------|-----------------|
| Independent examination | Governance | 1,500 | 1,500 |
| | | <hr/> | <hr/> |
| | | 1,500 | 1,500 |
| | | <hr/> | <hr/> |
| Previous reporting period | Basis of apportionment | Governance £ | Total 2023 £ |
| Independent examination | Governance | 1,500 | 1,500 |
| Legal and professional | Governance | 2,904 | 2,904 |
| | | <hr/> | <hr/> |
| | | 4,404 | 4,404 |
| | | <hr/> | <hr/> |

9 Net income/(expenditure) for the year

| | | |
|--------------------------------------------|-----------|-----------|
| This is stated after charging/(crediting): | 2024 £ | 2023 £ |
| Depreciation | 5,868 | 4,987 |
| Operating lease rentals: | | |
| Property | 24,000 | 24,000 |
| 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 2024 (continued)

10 Staff costs

Staff costs during the year were as follows:

| | 2024 £ | 2023 £ |
|---------------------------------------------|-----------|-----------|
| Wages and salaries | 513,043 | 499,140 |
| Social security costs | 31,934 | 35,569 |
| Pension costs | 17,715 | 18,135 |
| Recruitment, training and other staff costs | 3,907 | 322 |
| | <hr/> | <hr/> |
| | 566,599 | 553,166 |
| | <hr/> | <hr/> |

No employee has employee benefits in excess of £60,000 (2023: Nil).

The average number of staff employed during the period was 27 (2023: 27).

The average full time equivalent number of staff employed during the period was 18 (2023: 19).

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 £48,564 (2023: £47,539).

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 (2023: Nil).

No members of the management committee received travel and subsistence expenses during the year (2023: £nil).

Aggregate donations from related parties were £nil (2023: £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 (2023: nil).

Glossop and District Volunteer Bureau (The Bureau)

Notes to the accounts for the year ended 31 March 2024 (continued)

12 Government grants

The government grants recognised in the accounts were as follows:

| | 2024 | 2023 |
|----------------------------------------|---------|---------|
| | £ | £ |
| Derbyshire County Council | 52,179 | 75,337 |
| High Peak Borough Council | 24,616 | 76,586 |
| Tameside & Glossop CCG | - | 54,234 |
| Tameside & Glossop Integrated Care NHS | - | 125,120 |
| Police and Crime Commissioner | 7,212 | 2,438 |
| Manchester CCG | 27,082 | 41,041 |
| NHS Derby and Derbyshire ICB | 190,152 | - |
| NHS Greater Manchester ICB | 80,000 | - |
| UKSPF | 57,294 | - |
| | <hr/> | <hr/> |
| | 438,535 | 374,756 |
| | <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 2024 (continued)

14 Fixed assets: tangible assets

| | Office equipment £ | Total £ |
|-----------------------|--------------------------|------------|
| Cost | | |
| At 1 April 2023 | 36,109 | 36,109 |
| Additions | 2,641 | 2,641 |
| Disposals | (3,920) | (3,920) |
| | <hr/> | <hr/> |
| At 31 March 2024 | 34,830 | 34,830 |
| | <hr/> | <hr/> |
| Depreciation | | |
| At 1 April 2023 | 30,253 | 30,253 |
| Charge for the year | 5,868 | 5,868 |
| Disposals | (3,920) | (3,920) |
| | <hr/> | <hr/> |
| At 31 March 2024 | 32,201 | 32,201 |
| | <hr/> | <hr/> |
| Net book value | | |
| At 31 March 2024 | 2,629 | 2,629 |
| | <hr/> | <hr/> |
| At 31 March 2023 | 5,856 | 5,856 |
| | <hr/> | <hr/> |

15 Debtors

| | 2024 £ | 2023 £ |
|--------------------------------|-----------|-----------|
| Grants receivable | 49,077 | 61,387 |
| Other debtors | 1,592 | 2,151 |
| Prepayments and accrued income | 4,656 | 12,917 |
| | <hr/> | <hr/> |
| | 55,325 | 76,455 |
| | <hr/> | <hr/> |

Glossop and District Volunteer Bureau (The Bureau)

Notes to the accounts for the year ended 31 March 2024 (continued)

16 Cash at bank and in hand

| | 2024 £ | 2023 £ |
|--------------------------|-----------|-----------|
| Short term deposits | 379,058 | 407,450 |
| Cash at bank and on hand | 88,524 | 115,573 |
| | <hr/> | <hr/> |
| | 467,582 | 523,023 |
| | <hr/> | <hr/> |

17 Creditors: amounts falling due within one year

| | 2024 £ | 2023 £ |
|-----------------------------------------------|-----------|-----------|
| Short term compensated absences (holiday pay) | 4,633 | 6,598 |
| Other creditors and accruals | 9,999 | 16,989 |
| Deferred income | 34,798 | 59,645 |
| Taxation and social security costs | 5,990 | - |
| | <hr/> | <hr/> |
| | 55,420 | 83,232 |
| | <hr/> | <hr/> |

18 Deferred income

| | 2024 £ | 2023 £ |
|-----------------------------------------------|-----------|-----------|
| Deferred grant brought forward | 59,645 | 117,028 |
| Grant received | 34,798 | 59,645 |
| Released to income from charitable activities | (59,645) | (117,028) |
| | <hr/> | <hr/> |
| Deferred grant carried forward | 34,798 | 59,645 |
| | <hr/> | <hr/> |

Glossop and District Volunteer Bureau (The Bureau)

Notes to the accounts for the year ended 31 March 2024 (continued)

19 Analysis of movements in restricted funds

| Current reporting period | Balance at 1 April 2023 £ | Income £ | Expenditure £ | Transfers £ | Balance at 31 March 2024 £ |
|---------------------------------|------------------------------------|----------------|------------------|----------------|-------------------------------------|
| Core activities | | | | | |
| GMHSCP | - | 27,082 | (27,082) | - | - |
| DCC Time Out | 275 | 22,026 | (22,135) | - | 166 |
| | <u>275</u> | <u>49,108</u> | <u>(49,217)</u> | <u>-</u> | <u>166</u> |
| Projects | | | | | |
| ESF BBO | - | 5,045 | (5,045) | - | - |
| Life Skills | - | 59,484 | (59,484) | - | - |
| ICFT | 29,056 | 164,120 | (154,683) | - | 38,493 |
| Befriending support | 8,000 | 47,445 | (55,445) | - | - |
| Car Scheme | - | 16,032 | (16,032) | - | - |
| Derbyshire County Council | | | | | |
| Volunteering | - | 19,175 | (19,175) | - | - |
| DCC Active Travel | - | 8,635 | (8,635) | - | - |
| DCC Glossopdale Community | | | | | |
| Messengers project | - | 10,000 | (3,333) | - | 6,667 |
| Digital Health | - | 91,100 | (85,700) | - | 5,400 |
| GM Moving | 35,472 | 88,921 | (106,422) | - | 17,971 |
| Gamesley Youth Group | - | 1,279 | - | - | 1,279 |
| Simmondley Medical Practice | - | 37,968 | (37,968) | - | - |
| Peer Support | - | 46,784 | (29,481) | - | 17,303 |
| Place Based | | | | | |
| Activities | 2,314 | 671 | (1,967) | - | 1,018 |
| Thursday Friends | 878 | 820 | (1,047) | - | 651 |
| Social Fund Spot Purchase | 482 | 268 | (348) | - | 402 |
| Routes to Work | - | 30,584 | (30,584) | - | - |
| Councillor Initiative | 800 | 700 | (702) | - | 798 |
| CYP Move More | 30,280 | 15,034 | (37,271) | - | 8,043 |
| | <u>107,282</u> | <u>644,065</u> | <u>(653,322)</u> | <u>-</u> | <u>98,025</u> |
| Total | <u>107,557</u> | <u>693,173</u> | <u>(702,539)</u> | <u>-</u> | <u>98,191</u> |

Glossop and District Volunteer Bureau (The Bureau)

Notes to the accounts for the year ended 31 March 2024 (continued)

19 Analysis of movements in restricted funds (cont.)

| Previous reporting period | <i>Balance at 1 April 2022</i> | <i>Income</i> | <i>Expenditure</i> | <i>Transfers</i> | <i>Balance at 31 March 2023</i> |
|----------------------------------------------------------------|----------------------------------------|----------------|--------------------|------------------|-----------------------------------------|
| Core activities | | | | | |
| GMHSCP | - | 41,041 | (41,041) | - | - |
| DCC Time Out | 993 | 22,211 | (22,929) | | 275 |
| | <u>993</u> | <u>63,252</u> | <u>(63,970)</u> | <u>-</u> | <u>275</u> |
| Projects | | | | | |
| ESF BBO | - | 35,965 | (35,965) | - | - |
| Life Skills | - | 58,330 | (58,330) | - | - |
| ICFT | - | 166,985 | (137,929) | - | 29,056 |
| Befriending support | 5,967 | 46,845 | (44,812) | - | 8,000 |
| Car Scheme | - | 16,234 | (16,234) | - | - |
| Derbyshire County Council | | | | | |
| Volunteering | - | 19,175 | (19,175) | - | - |
| DCC Active Travel | - | 7,396 | (7,396) | - | - |
| DCC Glossopdale Community Messengers project | 17,754 | 10,000 | (27,754) | - | - |
| CCG Digital Support | 3,500 | 50,000 | (53,500) | - | - |
| GM Moving Simmondley | 6,942 | 92,059 | (63,529) | - | 35,472 |
| Medical Practice | - | 34,473 | (34,473) | - | - |
| Peer Support | 11,260 | 20,809 | (32,069) | | - |
| Place Based Activities | 12,950 | 1,808 | (12,444) | - | 2,314 |
| Alpkit | 203 | - | (203) | - | - |
| Thursday Friends | 1,843 | 1,118 | (2,083) | - | 878 |
| Social Fund Spot Purchase | 593 | 230 | (341) | - | 482 |
| Royal Society for Public Health Councillor Initiative | - | 200 | (200) | - | - |
| CYP Move More | - | 1,500 | (700) | - | 800 |
| | <u>61,012</u> | <u>623,193</u> | <u>(576,923)</u> | <u>-</u> | <u>107,282</u> |
| Total | <u>62,005</u> | <u>686,445</u> | <u>(640,893)</u> | <u>-</u> | <u>107,557</u> |

Glossop and District Volunteer Bureau (The Bureau)

Notes to the accounts for the year ended 31 March 2024 (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. |
| Digital Health | 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. |
| 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. |
| Call Companions | Fund to support volunteers to provide a weekly befriending phone call to the most lonely and socially isolated people within our community. |
| UKSPF | Funding from the UK Shred Prosperity Fund to provide a Work Coach pre employment support service covering Glossop, Buxton and New Mills. |
| Henry Smith - Life Skills | A programme which provides group work, 1-2-1, and mentorship support to move people towards meaningful activity. |
| Befriending Support | Funding to coordinate a band of volunteers who visit and befriend socially isolated and lonely members of the community. |
| GM Moving | Funding for a development worker to promote, develop and support initiatives that help people to be 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. |
| HPBC Councillor Initiative Fund | Grants are available from the Councillors' Initiative Fund for residents, local groups and businesses to encourage beneficial community activity. |
| CYP Move More | Funding specifically for children and young people to develop and support initiatives that help them become more physically active. |
| Car Scheme | This scheme coordinates volunteer drivers to transport elderly and vulnerable clients who have no other means of transport to medical appointments. |
| DCC Time Out | A social support group that provides the opportunity for help with weekly shopping and other essentials. |
| Peer Support/Awards for All/Peter Sowerby/PHP/Place Based Activities | Activity groups including coffee mornings, gardening/allotment clubs 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 2024 (continued)

20 Analysis of movement in unrestricted funds

| Current reporting period | Balance at 1 April 2023 £ | Income £ | Expenditure £ | Transfers £ | As at 31 March 2024 £ |
|----------------------------------|------------------------------------|----------------|------------------|----------------|--------------------------------|
| General fund | 375,126 | 96,658 | (146,796) | - | 324,988 |
| Redundancy | 39,419 | 7,518 | - | - | 46,937 |
| | <u>414,545</u> | <u>104,176</u> | <u>(146,796)</u> | <u>-</u> | <u>371,925</u> |
| Previous reporting period | Balance at 1 April 2022 £ | Income £ | Expenditure £ | Transfers £ | As at 31 March 2023 £ |
| General fund | 391,501 | 52,539 | (68,914) | - | 375,126 |
| Redundancy | 35,730 | 3,689 | - | - | 39,419 |
| | <u>427,231</u> | <u>56,228</u> | <u>(68,914)</u> | <u>-</u> | <u>414,545</u> |

| 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 2023/24 financial year based on age, length of service and weekly pay of all eligible staff. |

Glossop and District Volunteer Bureau (The Bureau)

Notes to the accounts for the year ended 31 March 2024 (continued)

21 Analysis of net assets between funds

| Current reporting period | General fund £ | Designated funds £ | Restricted funds £ | Total £ |
|----------------------------------|-------------------|-----------------------|-----------------------|----------------|
| Tangible fixed assets | 2,629 | - | - | 2,629 |
| Net current assets/(liabilities) | 322,359 | 46,937 | 98,191 | 467,487 |
| Total | 324,988 | 46,937 | 98,191 | 470,116 |
| Previous reporting period | General fund £ | Designated funds £ | Restricted funds £ | Total £ |
| Tangible fixed assets | 5,856 | - | - | 5,856 |
| Net current assets/(liabilities) | 369,270 | 39,419 | 107,557 | 516,246 |
| Total | 375,126 | 39,419 | 107,557 | 522,102 |

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 | |
|--------------------|---------------|---------------|
| | 2024 £ | 2023 £ |
| Less than one year | 24,000 | 24,000 |
| One to five years | 24,000 | 48,000 |
| Over five years | - | - |
| | 48,000 | 72,000 |

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

| | 2024 £ | 2023 £ |
|-------------------------------------------------|-----------------|-----------------|
| Net income/(expenditure) for the year | (51,986) | 32,866 |
| Adjustments for: | | |
| Depreciation charge | 5,868 | 4,987 |
| Dividends, interest and rents from investments | (11,608) | (6,321) |
| Decrease/(increase) in debtors | 21,130 | (54,434) |
| Increase/(decrease) in creditors | (27,812) | (67,777) |
| Net cash provided by/(used in) operating | (64,408) | (90,679) |

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) |
|----------------------------------------|----------------------|----------------------------------------------------------|

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 2024 (continued)

24 Pension scheme and Contingent liability (cont.)

Present value of provision

| | 31-Mar-24 | 31-Mar-23 | 31-Mar-22 |
|----------------------------|-----------|-----------|-----------|
| | (£s) | (£s) | (£s) |
| Present value of provision | 278 | 595 | 934 |

Reconciliation of opening and closing provisions

| | Period ending 31-Mar-24 (£s) | Period ending 31-Mar-23 (£s) |
|----------------------------------------------------------|------------------------------------|------------------------------------|
| Provision at start of period | 595 | 934 |
| Unwinding the discount factor (interest expense) | 23 | 17 |
| Deficit contribution paid | (340) | (340) |
| Remeasurements - impact of any change in assumptions | - | (16) |
| Remeasurements - amendments to the contribution schedule | - | - |
| Provision at end of period | 278 | 595 |

Income and expenditure impact

| | Period ending 31-Mar-24 (£s) | Period ending 31-Mar-23 (£s) |
|----------------------------------------------------------|------------------------------------|------------------------------------|
| Interest expense | 23 | 17 |
| Remeasurements - impact of any change in assumptions | - | (16) |
| Remeasurements - amendments to the contribution schedule | - | - |
| Contributions paid in respect of future service * | - | - |
| Costs recognised in income and expenditure account | 1 | 1 |

*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-24 % per annum | 31-Mar-23 % per annum | 31-Mar-22 % per annum |
|------------------|--------------------------|--------------------------|--------------------------|
| Rate of discount | 5.31 | 5.52 | 2.35 |

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)

Notes to the accounts for the year ended 31 March 2024 (continued)

25 Prior year Statement of Financial Activities (including Income and Expenditure account)

| | Note | Unrestricted funds £ | Restricted funds £ | Total funds 2023 £ | Total funds 2022 £ |
|----------------------------------------------|------|----------------------------|--------------------------|--------------------------|--------------------------|
| Income from: | | | | | |
| Donations and legacies | 3 | 6,429 | 1,501 | 7,930 | 8,112 |
| Charitable activities: | 4 | | | | |
| Core activities | | 5,000 | 62,977 | 67,977 | 101,787 |
| Projects and other | | 6,938 | 621,967 | 628,905 | 455,384 |
| Other trading activities | 5 | 31,540 | - | 31,540 | 34,699 |
| Investments | 6 | 6,321 | - | 6,321 | 733 |
| Total income | | 56,228 | 686,445 | 742,673 | 600,715 |
| Expenditure on: | | | | | |
| Charitable activities: | 7 | | | | |
| Operating costs | | 68,914 | 174,099 | 243,013 | 203,061 |
| Direct project costs | | - | 466,794 | 466,794 | 457,618 |
| Total expenditure | | 68,914 | 640,893 | 709,807 | 660,679 |
| Net income/(expenditure) for the year | 9 | (12,686) | 45,552 | 32,866 | (59,964) |
| Net movement in funds for the year | | (12,686) | 45,552 | 32,866 | (59,964) |
| Reconciliation of funds | | | | | |
| Total funds brought forward | | 427,231 | 62,005 | 489,236 | 549,200 |
| Total funds carried forward | | 414,545 | 107,557 | 522,102 | 489,236 |

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