

Charity Registration No. 1067584

Company Registration No. 03482562 (England and Wales)

**VOLUNTARY ACTION STRATFORD ON AVON DISTRICT**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2022**

# **VOLUNTARY ACTION STRATFORD ON AVON DISTRICT**

## **CONTENTS**

---

	<b>Page</b>
Chairman's statement	1
Trustees report	2 - 3
Independent examiner's report	4
Statement of financial activities	5
Statement of financial position	6
Notes to the financial statements	7 - 11
Detailed trading and profit and loss account	11 & 12

---

# **VOLUNTARY ACTION STRATFORD ON AVON DISTRICT**

## **LEGAL AND ADMINISTRATIVE INFORMATION**

---

<b>Trustees</b>	T W J Russel (Chairman) D Roache (Treasurer) B A Craig J Prosser K Aukstolis C W Goody M Wells
<b>Secretary</b>	B A Craig
<b>Charity number</b>	1067584
<b>Company number</b>	03482562
<b>Principal address</b>	DSA House 17 The Courtyard Timothy's Bridge Road Stratford-Upon-Avon Warwickshire CV37 9NP
<b>Registered office</b>	DSA House 17 The Courtyard Timothy's Bridge Road Stratford-Upon-Avon Warwickshire CV37 9NP
<b>Independent examiner</b>	Grineaux Accountants Limited 20 Market Hill Southam Warwickshire CV47 0HF

---

# VOLUNTARY ACTION STRATFORD ON AVON DISTRICT

## CHAIRMAN'S STATEMENT

**FOR THE YEAR ENDED 31 MARCH 2022**

---

The year under review was one of slow recovery from the worst ravages which the COVID-19 pandemic inflicted on our services, staff and volunteers. The gradual reopening of society and relaxation of COVID rules were welcome, but it was still a difficult road back towards something approaching business as normal and we experienced continuing challenges from Coronavirus to resuming our activities after the total shutdown the previous year. Even so, our volunteer drivers completed 11,558 trips and donated over 16,500 volunteer hours (at a value of £163,350 if paid the living wage). Our community teams provided 113 care respite days, and 8 community groups restarted, including carers cafés, social groups and our two allotments. We also loaned out 54 wheelchairs.

VASA believes strongly in partnership working, and continued to work closely with others to meet vital needs, while playing an active and increasingly important role in the Stour Health and Wellbeing Partnership and Warwickshire Community Transport. We also created a new partnership with WRCC. As a first step, we agreed that a Trustee from each organisation would attend each other's Board meetings. We intend to extend that partnership into other areas.

Thanks to funding from Stratford Town Trust, the charity completed a top-to-bottom strategic review involving not only a rigorous self-examination but also searching scrutiny by our volunteers, partners and external stakeholders. These led to a comprehensive three-year Strategic Plan supported by a Funding Plan and a Communications Plan.

We agreed a new mission, set of values and aims which reflect the considerable change of focus on VASA's activities and the needs of the communities we serve since the charity was first established more than 40 years ago.

VASA's mission is to:

"enable vulnerable and older people to make friends and live independently through accessible community activities and transport services in Warwickshire and its borders."

We are also committed to being an organisation with six core values, viz.

- **COMPASSIONATE** - We are caring and compassionate, and strive to understand people's needs and situations, so that we can offer them the best support.
- **COMMUNITY FOCUSED** - We are a community focused organisation, building community resilience by enabling and supporting volunteer-led activities.
- **INCLUSIVE** - Our activities are open to all, and we will strive to remove any barriers which might prevent a person from accessing our services or working with us.
- **COLLABORATIVE** - We value opportunities to work in partnership with others, particularly those who share our values, can offer complementary skills and experience, and can help to enhance the services we deliver bringing about better outcomes for our clients.
- **EMPOWERING** - We focus on empowerment, helping people to recognise and make best use of their own strengths and talents.
- **CAN-DO ATTITUDE** - We are a flexible and solutions focussed organisation, working with others to help to make good things happen in communities.

The Trustees agreed that despite our financial pressures, we would invest in extra resources to deliver the Strategic, Financial and Communications plans. As a result, we recruited new staff to key roles.

The past year has again tested our staff and volunteers - and again they demonstrated resourcefulness and resolution to pass the test with flying colours. Our main funders also supported us.

Many more challenges lie ahead - some new. The Trustees believe that the organisation with its clear vision, focused objectives and strengthened core team is well equipped to address those challenges successfully.

T W J Russel  
Chairman



1 November 2022

# **VOLUNTARY ACTION STRATFORD ON AVON DISTRICT**

## **TRUSTEES REPORT**

### **FOR THE YEAR ENDED 31 MARCH 2022**

---

The trustees who are also the directors of the charity for the purpose of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

#### **Objectives and activities**

The Charity's objectives are:

- The provision, sponsorship and assistance of activities of a public social care and support nature either directly or in partnership based from, but not restricted to, the geographical area of Stratford on Avon District and its environs.
- To promote, organise and facilitate co-operation and partnership working between third sector, statutory and other relevant bodies in the achievement of the above purposes within the area of benefit.

#### **Strategic report**

##### **Treasurer's Report**

The year under review represented a partial return to normal business after the disruption of the Covid pandemic. That return to more normal activities has been slower than the Trustees had hoped for, however progress has been made and is continuing. This progress is most marked in our funds generated from activities which increased from £11,455 in the year ended 31<sup>st</sup> March 2021 to £50,623 in the year under review. Whilst not at the pre-pandemic level it is encouraging that this revenue stream is continuing to accelerate. Income from grants and donations and other sources were £123,518, a reduction from the prior year in which we received £153,362 including £18,955 of receipts under the Job Retention Scheme (furlough payments) which ceased shortly into the year under review. Grants and support received from local authorities were £55,458, down from the prior year in which we received £65,457. The net impact of these changes was a small reduction resulting in Total Incoming Resources falling from £230,593 to £229,711 in the year under review.

Our costs incurred in providing our charitable services in the year were £239,056, an increase from the prior year of £43,607. The major contributor to this increase was an increase in staff headcount which Trustees approved in order to increase our service offering, especially in the area of Community Services. We received grants specifically to part fund the increase in these resources and to carry out a strategic review of the Charity's activities over the next 5 years.

Our total cash resources reduced in the year from £152,639 to £123,302 at 31<sup>st</sup> March 2022. We reported, in last year's Annual Report, that we had been very fortunate to receive generous Covid support grants which had resulted in the relatively high cash resources at the end of that year. This cash resource has enabled the Charity to continue to operate through the difficult post-pandemic period when activity has remained stubbornly low. The reduction in the cash balance reflects the utilisation of those Covid support grants that were made available to us.

The Charity continues to be adequately funded and has prevailed through the extreme difficulties of the pandemic.

#### **Achievements and performance**

##### **Financial review**

The results for the year and the financial position of the company are shown in the annexed financial statements.

The Charity's activities have been financed by grants and donations while the retained reserves have been depleted by the deficit of £14,930 (previous year surplus of £30,896).

Total income in the year was £229,711 (£230,593) and total expenditure was £244,641 (£199,697).

#### **Structure, governance and management**

In accordance with Section 60(1)(a) of the Companies Act 2016, the company is exempt from the requirements of that Act to include 'limited' as part of its name. As the company is limited by guarantee, no trustee has any interest in the share capital of the company.

The charity is registered with the Charity Commission. The charity registration number is 1067584.

---

# **VOLUNTARY ACTION STRATFORD ON AVON DISTRICT**

## **TRUSTEES REPORT**

***FOR THE YEAR ENDED 31 MARCH 2022***

---

### **Trustees**

Trustees are appointed at the Annual General Meeting to ensure that the Board represents a cross section of the community and individuals with relevant professional backgrounds.

Trustees are recruited as individual members. An assessment of individual member skills is undertaken annually to determine any gaps in skills which would assist the Board to function more effectively.

New Board members are provided with a Trustee Induction pack which includes the role description, responsibilities of a trustee, a copy of the Memorandum and Articles of Association and copies of the most recent annual report and accounts.


New Trustees have an induction session with the Chairman and the charity manager.

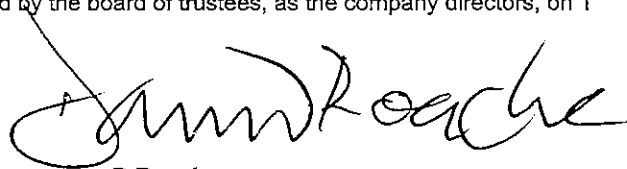
Trustees are asked to consider any potential conflict of interest and these are recorded.

The trustees are responsible for financial controls and accounts; for overseeing the reserves policy; for ensuring that all procedures and policies adhere to their legal requirements as employers; for reviewing risk management of the organisation; to ensure all aspects of charity and company law are fully and properly adhered to and to protect the charity's property. The trustees have complied with their duty in Section 17(5) of the 2011 Charities Act to have due regard to guidance published by the Charity Commission on public benefit.

The trustees are responsible for agreeing the annual report and accounts as well as reviewing the activity during the year. The Charity Manager and the Finance Manager have delegated authority, under terms approved by the Board, for all day to day activity including financial, employment and staff supervision. The charity manager has to present a report at each meeting of the Board.

The Trustees , including the strategic report, was approved by the board of trustees, as the company directors, on 1 November 2022 and signed on the board's behalf by:

  
**T W J Russell**  
Chairman

  
**D Roache**  
Treasurer

# **VOLUNTARY ACTION STRATFORD ON AVON DISTRICT**

## **INDEPENDENT EXAMINER'S REPORT**

### **TO THE TRUSTEES OF VOLUNTARY ACTION STRATFORD ON AVON DISTRICT**

---

I report to the charity trustees on my examination of the financial statements of Voluntary Action Stratford On Avon District for the year ended 31 March 2022.

#### **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 financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

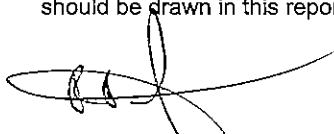
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity accounts as carried out under section 145 of the Charities Act 2011 (the 2011 Act).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

#### **Independent examiner's statement**

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

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

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



**Richard Peet FCCA**  
**Grineaux Accountants Limited**  
20 Market Hill  
Southam  
Warwickshire  
CV47 0HF

1 November 2022

# VOLUNTARY ACTION STRATFORD ON AVON DISTRICT

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2022

		Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
	Notes						
<b>Income and endowments from:</b>							
Donations and legacies		61,918	60,324	122,242	68,289	66,118	134,407
Charitable activities		55,458	-	55,458	65,457	-	65,457
Other trading activities	2	50,623	-	50,623	11,455	-	11,455
Investments	3	112	-	112	319	-	319
JRS receipts		1,276	-	1,276	18,955	-	18,955
<b>Total income</b>		<b>169,387</b>	<b>60,324</b>	<b>229,711</b>	<b>164,475</b>	<b>66,118</b>	<b>230,593</b>
<b>Expenditure on:</b>							
Charitable activities		152,168	92,473	244,641	150,644	49,053	199,697
<b>Net movement in funds</b>		<b>17,219</b>	<b>(32,149)</b>	<b>(14,930)</b>	<b>13,831</b>	<b>17,065</b>	<b>30,896</b>
Fund balances at 1 April 2021		85,873	49,936	135,809	72,042	32,871	104,913
<b>Fund balances at 31 March 2022</b>		<b>103,092</b>	<b>17,787</b>	<b>120,879</b>	<b>85,873</b>	<b>49,936</b>	<b>135,809</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

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

# VOLUNTARY ACTION STRATFORD ON AVON DISTRICT

## STATEMENT OF FINANCIAL POSITION

AS AT 31 MARCH 2022

	Notes	£	2022 £	£	2021 £
<b>Fixed assets</b>					
Property, plant and equipment	7		2,694		2,476
<b>Current assets</b>					
Trade and other receivables	8	77,245		19,638	
Cash at bank and in hand		123,302		152,639	
		<u>200,547</u>		<u>172,277</u>	
<b>Current liabilities</b>					
Other payables	9	81,862		33,944	
Deferred income	10	500		5,000	
		<u>82,362</u>		<u>38,944</u>	
Net current assets			118,185		133,333
<b>Total assets less current liabilities</b>			<u>120,879</u>		<u>135,809</u>
<b>Funds</b>					
Restricted funds	11		17,787		49,936
Unrestricted funds			103,092		85,873
			<u>120,879</u>		<u>135,809</u>

The charitable company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2022.

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

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

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

The financial statements were approved by the Trustees on 1 November 2022

T W J Russel  
Chairman



Company Registration No. 03482562

# VOLUNTARY ACTION STRATFORD ON AVON DISTRICT

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 31 MARCH 2022**

---

### 1 Accounting policies

#### Charity Information

Voluntary Action Stratford On Avon District is a private company limited by guarantee incorporated in England and Wales. The registered office is DSA House, 17 The Courtyard, Timothy's Bridge Road, Stratford-Upon-Avon, Warwickshire, CV37 9NP.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)'. The charitable company is a Public Benefit Entity as defined by FRS 102.

The financial statements have been prepared under the historical cost convention.

#### 1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

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

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

#### 1.5 Expenditure

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

#### 1.6 Property, plant and equipment

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Computer Equipment	33% on cost
--------------------	-------------

#### 1.7 Taxation

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

#### 1.8 Employee benefits

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

# VOLUNTARY ACTION STRATFORD ON AVON DISTRICT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

### 2 Other trading activities

	2022 £	2021 £
Fundraising events	128	1,088
Transport fees	31,330	10,367
Group income	19,165	-
Other trading activities	50,623	11,455

### 3 Investments

	2022 £	2021 £
Deposit account interest	112	319

### 4 Net movement in funds

	2022 £	2021 £
Net movement in funds is stated after charging/(crediting)		
Independent examiner's fee	2,460	2,400
Depreciation of owned property, plant and equipment	1,982	1,258

### 5 Trustee's remuneration and benefits

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

#### Trustees' expenses

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

### 6 Employees

	2022 Number	2021 Number
Direct charitable work	5	5
Administration	4	1
Session staff	4	4
Total	13	10

#### Employment costs

	2022 £	2021 £
Wages and salaries	142,920	116,863
Social security costs	4,111	3,192
Other pension costs	6,683	5,453

# VOLUNTARY ACTION STRATFORD ON AVON DISTRICT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

### 6 Employees

(Continued)

153,714	125,508
---------	---------

There were no employees whose annual remuneration was £60,000 or more.

### 7 Tangible fixed assets

	Computer Equipment £	Wheelchairs £	Total £
<b>Cost</b>			
At 1 April 2021	8,630	8,728	17,358
Additions	2,201	-	2,201
At 31 March 2022	10,831	8,728	19,559
<b>Depreciation and impairment</b>			
At 1 April 2021	6,155	8,728	14,883
Depreciation charged in the year	1,982	-	1,982
At 31 March 2022	8,137	8,728	16,865
<b>Carrying amount</b>			
At 31 March 2022	2,694	-	2,694
At 31 March 2021	2,476	-	2,476

### 8 Trade and other receivables

	2022 £	2021 £
<b>Amounts falling due within one year:</b>		
Trade receivables	69,610	1,736
Other receivables	-	11,257
Prepayments and accrued income	7,635	6,645
	77,245	19,638

# VOLUNTARY ACTION STRATFORD ON AVON DISTRICT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

### 9 Other creditors falling due within one year

	2022 £	2021 £
Trade payables	24,126	4,788
Social security and other taxes	2,028	1,504
Other payables	6,965	21,420
Accruals and deferred income	48,743	6,232
	<u>81,862</u>	<u>33,944</u>

### 10 Deferred income

	2022 £	2021 £
CCG funding	42,523	
Shipston Town Council	500	-
WPH Charitable Trust	-	5,000
	<u>43,023</u>	<u>5,000</u>

### 11 Restricted funds

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

	Balance at 1 April 2020 £	Movement in funds		Balance at 1 April 2021 £	Movement in funds		Balance at 31 March 2022 £
		Income resources £	Resources expended £		Income resources £	Resources expended £	
Volunteer services	32,871	66,118	(49,053)	49,936	60,324	(92,473)	17,787
	<u>32,871</u>	<u>66,118</u>	<u>(49,053)</u>	<u>49,936</u>	<u>60,324</u>	<u>(92,473)</u>	<u>17,787</u>

# VOLUNTARY ACTION STRATFORD ON AVON DISTRICT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

### 12 Unrestricted funds - designated

These are unrestricted funds which are material to the charity's activities made up as follows:

	Movement in funds			Movement in funds			Balance at 31 March 2022
	Balance at 1 April 2020	Net movement In funds	Transfers	Balance at 1 April 2021	Net movement In funds	Transfers	
	£	£	£	£	£	£	£
Voluntary action	35,904	13,831	(8,782)	40,953	17,219	(7,686)	50,486
Sinking fund	36,138	-	8,782	44,920	-	7,686	52,606
	<u>72,042</u>	<u>13,831</u>	<u>-</u>	<u>85,873</u>	<u>17,219</u>	<u>-</u>	<u>103,092</u>

### 13 Related party transactions

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

# VOLUNTARY ACTION STRATFORD-ON-AVON DISTRICT

## DETAILED TRADING AND PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2022

		2022		2021
	£	£	£	£
<b>INCOME AND ENDOWMENTS</b>				
<b>Donations and legacies</b>				
Councillors' grants	11,750		1,000	
Shipston town council	-		500	
Wheelchair donation	1,199		585	
JRS receipts	1,276		18,955	
Other donations	109,293		132,322	
		123,518		153,362
<b>Other trading activities</b>				
Fundraising events	128		1,088	
Transport fees	31,330		10,367	
Group Income	19,165		-	
		50,623		11,455
<b>Investment income</b>				
Deposit account interest		112		319
<b>Charitable activities</b>				
Warwickshire County Council	23,873		23,873	
Stratford District Council	9,500		9,500	
Stratford upon Avon Town Trust	22,085		32,084	
		55,458		65,457
<b>Total Incoming resources</b>		<b>229,711</b>		<b>230,593</b>
<b>RESOURCES EXPENDED</b>				
<b>Charitable activities</b>				
Staff salaries	142,920		116,863	
Social security	4,111		3,192	
Pensions	6,683		5,453	
Service charge	7,604		4,125	
Rent, rates and water	20,352		17,706	
Insurance	2,855		2,510	
Telephone	5,263		4,784	
Postage and stationery	3,066		1,363	
Publicity and photos	1,747		1,260	

This page does not form part of the statutory financial statements

# VOLUNTARY ACTION STRATFORD-ON-AVON DISTRICT

## DETAILED TRADING AND PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2022

		2022		2021
	£	£	£	£
Sundries	2,635		599	
Volunteer expenses	512		37	
Travel and subsistence	65		134	
Transport expenses	6,101		8,288	
Computer support maintenance	9,735		10,975	
Subscriptions & memberships	672		651	
Repairs and renewals	1,089		343	
Accountancy	2,808		2,760	
Community projects expenses	8,809		2,963	
Consultancy fees & bid writing	7,250		4,994	
Recruitment expenses	864		-	
Office relocation costs	1,872		3,180	
Wheelchair maintenance	42		1,584	
Cleaning	19		427	
Equipment depreciation	1,982		1,258	
		239,056		195,449
<b>Support costs</b>				
<b>Finance</b>				
Bank charges and interest		518		303
<b>Governance costs</b>				
Legal fees	5,067		3,945	
		5,067		3,945
<b>Total resources expended</b>		244,641		199,697
<b>Net income</b>		<u>(14,930)</u>		<u>30,896</u>

This page does not form part of the statutory financial statements