

Charity Registration No. 1068104
Company Registration No. 3357999

Volunteer Centre Hackney

ANNUAL REPORT AND FINANCIAL STATEMENTS

for the year ended

31 March 2022



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TRUSTEES

Robert Sugden - Chair
Andreas Michaelides - Treasurer
Jonathan Parr
Rachel Linn
William Alego (appointed 8 December 2021)
Adelle Grisaffe (appointed 8 December 2021)
Michelle Lawrence (appointed 8 December 2021)
Jade Tan (appointed 6 July 2022)
Sarah Mitton (resigned 7 July 2021)
Ross Diamond (resigned 20 October 2021)

COMPANY REGISTERED NUMBER

3357999

CHARITY REGISTERED NUMBER

1068104

REGISTERED OFFICE

12-13 Springfield House, 5 Tyssen Street, London E8 2LY

KEY MANAGEMENT

Lauren Tobias

INDEPENDENT EXAMINER

Justin Cowan FCA for Albeck Ltd Chartered Accountants, 49 Mowbray Road, Edgware, Middx HA8 8JL

BANKERS

HSBC, 283 Mare Street, London E8 1PJ
CAF Bank, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ

The trustees, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and the financial statements of Volunteer Centre Hackney (VCH) for the year ended 31 March 2022. The trustees confirm that the annual report and the financial statements comply with the Charities Act 2011, the Companies Act 2006, the charity's governing documentation and 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 2015).

STRUCTURE, GOVERNANCE AND MANAGEMENT

CONSTITUTION, POLICIES AND OBJECTIVES

The company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 15 April 1997.

VCH is a local development agency governed by its Memorandum and Articles of Association. VCH's objects are "to promote the benefit of the community in the London Borough of Hackney by the promotion, support and development of voluntary services in the advancement of education, the protection of health and the relief of poverty, distress and sickness."

The directors, who are listed on page 1, act as trustees for the charitable activities of the company and exercise the powers of the company. The trustees may by power of attorney or otherwise appoint any person to be the agent of the company for such purposes and on such condition as they determine. They also may delegate any of their powers to any committee consisting of one or more trustees or other person.

METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES

The management of the company is the responsibility of the trustees who are elected and co-opted under the terms of the Articles of Association. The number of trustees shall not be subject to any maximum but shall not be less than two. All trustees retire from office at the first Annual General Meeting subsequent to their appointment. One third of trustees is subject to retirement by rotation at the Annual General Meeting. In both instances retiring trustees, presuming they are eligible, will put themselves forward for re-appointment. Additionally, the Board may make appointments from time to time to fill vacancies. The Board usually meets every eight weeks. Additional meetings are held when the need arises.

INDUCTION AND TRAINING OF TRUSTEES

Joiners to the Board are provided with an induction pack which includes background information on the charity including the last set of accounts and the Charity Commission's publication on the legal responsibilities of charity trustees. As a provider of related training to external groups, the charity's trustees have access to a variety of sources of information to ensure that they are kept up to date on the changing regulations surrounding charities and trustees' responsibilities.

This year, the Board of Trustees reviewed their performance as a Board against the new Voluntary Organisations Good Governance Code from the Association of Chief Executives. We formulated and implemented an action plan to ensure our compliance with the six basic principles of good governance.

MANAGEMENT

The trustees agree the strategic direction of the charity, approve its budget, and receive progress reports in achieving organisational objectives from its Chief Executive Officer.

The charity employs staff, including a Chief Executive Officer, Lauren Tobias, who carries out the day-to-day management of the company's work. There are line management structures linking all staff to the CEO, and through her, to the trustees.

REVIEW OF THE YEAR

2021-22 saw our COVID relief efforts continue into their second year, with VCH continuing to play a key role in the pandemic support offer across the borough. This included providing volunteer drivers, supplying over 1,000 volunteers for the vaccine programme, delivering prescriptions and supporting hundreds of Community Champions to spread positive vaccine messaging.

Partnerships were crucial for us to deliver effectively, while we adapted and grew our programmes and services to meet needs. As the year progressed, our in-person activities increased, and our resident engagement programmes – Together Better and Our Place - grew and thrived. By the end of March 2022, we were delivering volunteering programmes at seven GP surgeries across the borough with over 80 resident-led activities being delivered, engaging over hundreds of patients with complex needs.

In recognition of the huge role that VCH and volunteers played throughout the year, in June 2021, Hackney Council awarded VCH with the Freedom of the Borough Award – the highest honour an organisation or individual can be awarded by a local authority.

Over the year we enabled the following:

- 890 people started volunteering across the borough
- 61 of those residents had support needs.
- 46 volunteers trained and matched as Volunteer Befrienders
- 87 Community Champions trained to share vital COVID messaging to communities
- 37 residents trained to become Health and Wellbeing peer research volunteers
- 35 patients supported to volunteer at local GP practices
- 32 residents with mental health issues supported to volunteer

A new way of working

With our organisation doubling in size since before COVID, it was clear that internal changes were needed, and we established six staff-led working groups to improve practices. These included a focus on equality and inclusion, staff wellbeing and development and volunteer support and progression. A new communications plan was launched that focussed on seven key "equalities" themes, while we implemented a new staff training plan, improved how we induct and recruit new staff and are creating a staff wellbeing strategy.

Volunteer Recruitment and Guidance

Over the year, we advertised 251 volunteer roles and engaged with 813 community organisations. Roles varied hugely in size, frequency and skills. We advertised opportunities for larger, long-standing charities such as Hackney Foodbank's 'Warehouse Volunteer' role. In contrast, we also provided the opportunity for new and small charities to find the volunteers they need, such as Nature Fix, a new social enterprise that provides walks and nature-based activities for community groups to help relieve stress, anxiety and depression. We helped them source their first volunteer.

"The staff at the Volunteer Centre Hackney were incredibly helpful and supportive to our small, new, local organisation. They helped us to think through our volunteer support needs and to draft effective volunteer role descriptions and adverts. They successfully found us our first wonderful volunteer. We will definitely work with the Volunteer Centre again as we grow and secure new funding. Thank you to the whole team!"

Such bespoke management support included creating and developing new roles, targeted volunteer recruitment to diversify applications, and guidance with volunteer management and support, including an online toolkit of best practice resources for charities to download as needed.

We provided this support to 51 organisations including other small grassroots charities such as Streets Kitchen, Wise Age, Children with Voices, HIP Hackney and Rise 365. We also hosted four Volunteer Managers Forums to bring people together for peer support.

"You help us a great deal with getting volunteers, and for that we are very grateful."

What kinds of volunteering?

Many roles include the opportunity to learn new skills and potentially lead to paid employment such as the IT Technician at Bridge the Gap, the Graphic Artist at Newington Green Alliance, and the Retail Lead at St Joseph's Hospice retail shop. With so few opportunities for under-18s, we helped charities develop roles such as the Woodberry Down Library Assistant for under 18s and supported the Walk the Walk's Moon Walk roles for under-16s. As 27% of our volunteers were employed we needed roles such as the evening Fitness Instructor for the Jewish men's exercise group and the Weekend Shelter Role for Hackney Doorways. There were roles that were home-based for those still not keen to leave their homes such as Bookmark's online Reading Volunteer for 5–8 year olds.

LGBTQIA+ volunteering

We were keen to expand on the number of roles focusing on LGBTQ+ causes as there had been very few. We reached out to ELOP and Queer Britain and were also able to advertise the 'Welcome Team Volunteer' role for the UK's first LGBTQ+ museum which celebrates queer culture and increased education. We advertised volunteer roles for HIV charity Positive East and are currently listing for a 'Peer Support Mentor' and a 'Database Volunteer'.

Volunteers responding to world events

We continued to coordinate and allocate volunteers to Hackney's two vaccination sites at a time when the need for volunteers to support the COVID-19 response was in high demand. Over the lifespan of the sites we brought on over 1,000 volunteers. In addition, we created the 'Travel Buddy' role to help refugee children who had recently arrived in the UK from Afghanistan to make their first journeys to their new school.

Who volunteered and why?

There has been a rise in the number of people wanting **flexible or informal volunteering**. This ties in with the increased flexibility that people were given in some areas of their lives during the pandemic - such as working from home, time saved commuting and a move to virtual meetings. When we surveyed the volunteers from 21-22, 49% said they'd like to volunteer again on an ad-hoc basis and 27% said they would like a longer-term volunteer role.

How do residents benefit from volunteering?

Volunteering is the first step for many individuals, whether that's a path into work, towards better mental health, out of social isolation or to learning a new set of skills. Throughout 2021-22, Volunteer Centre Hackney has provided individuals with the opportunity to start on that path through the work that has been done to promote volunteer opportunities and the skills that individuals can learn through the roles we advertise.

We spoke to people who took part in volunteering this past year and 73% believed that they had learned new skills from their time volunteering. The most common skills that individuals said they had developed through volunteering were interpersonal skills such as confidence or reliability. The volunteering that people do can also provide them with the opportunity to realise their personal goals and potentially gain employment, with 30% of respondents stating they had gained employability skills, like communication and teamwork, whilst volunteering.

A vital aspect of our mission is to ensure we are building stronger communities through bringing individuals together and helping to reduce social isolation through volunteering. 30% of volunteers said that meeting new people and making friends was one of the reasons they wanted to volunteer.

92% of those who volunteered this past year said that through their experience of volunteering they had got to know or been brought together with people from different communities. 65% said that meeting members of the community was in fact one of their favourite things about volunteering, and 54% enjoyed meeting other volunteers.

Befriending

Social isolation was a huge community issue through the year, both during and post lockdowns, with our Community Befriending programme receiving 211 referrals and matching over 90 volunteers to isolated residents. We managed to deliver a hybrid service, with volunteers either making twice-weekly phone calls or meeting face-to-face, taking people to activities that had resumed post COVID, or for a walk, coffee or shopping.

Referrals were received from GPs, mental health services, Adult Social Care, Occupational Health, local charities and families, seeing a huge increase in people with mental health issues as well as people with learning disabilities, suicidal ideation, severe depression, and/or experiencing domestic violence. And with more in person activity, it increased the visibility of need. Services had long waiting lists exacerbating people's poor mental health, while most services were not conducting home visits, which we did, uncovering huge homecare needs that had developed during the pandemic.

Volunteers continued to be a lifeline for residents whose mental and physical health had deteriorated. Many people were experiencing anxiety about leaving the home, some had suffered bereavements. Our volunteers alerted us to practical and emotional needs, for which we then contacted GPs, mental health services, Adult Social Care, or advice agencies, including emergency services when needed.

"I call a young autistic man who is 28 in the evenings, and we just have a chat about his week and about his day. I think he's really struggled because a lot of the services he normally accessed aren't available, and as someone with autism I think that disruption to his routines has really affected him, so I think our regular chats have really helped", *volunteer befriender*.

Mental Health Support

All our services help to support with both alleviating loneliness and reducing anxiety as our model is person-centred, with support provided through building trusted long-term relationships. Working in partnership with all the mental health services in Hackney, GP practices, Social Prescribers, Wellbeing Practitioners and Adult Social Care, we support people's recovery to help them identify their skills and take small steps towards personal goals. 32 people with mental health issues were supported to volunteer this year, but to help people re-engage with others, we also hosted three sessions in life coaching and six sessions in wellbeing and self-confidence as well as nine monthly coffee mornings. We also hosted a Community Connector who worked alongside the Neighbourhood Mental Health Team in Hackney Marsh to support people with severe and enduring mental health issues to engage with activities and services in their community.

Community Development/ Social Action

Our Place and Together Better - we continued to support local residents to share their skills and start up their own activities and projects through our two place-based social action projects. Both are aimed at engaging local residents to come together and deliver their own solutions to issues they identify, to improve their local area and help local people. Our Place is based on the New Kingshold estate and, from October in partnership with Southern Housing Group, in north Hackney at Stamford Hill Community Centre. Projects delivered over the year by residents included Community Closet with clothes and toys donated to hundreds of families, See Me On the Page - a book project for children to see more diverse characters in books, and a Food Pantry that over the year supported over 500 residents. We also saw residents deliver Sharing Table - a series of six self-development workshops for women.

These projects have had a massive impact, generating considerable mutual support through a period of time that has been very challenging for the community.

Together Better thrived during 2021-22, growing gradually to be at seven GP surgeries across seven Hackney Neighbourhoods with staff working together with practice staff to engage patients to volunteer. This is an innovative project launched together with the local NHS to establish a community at the surgery, to empower patients to be more in control of their own health and wellbeing which ultimately decreases pressure on services, such as helping patients to register online, to make reminder phone calls about appointments, or to set up their own projects such as a walking group, exercise class, art club or a gardening project.

Over the year, we engaged almost 1,000 patients to enjoy activities including yoga, walking, gardening, arts and crafts, box fitness, swing dance, a mother and baby stay and play, martial arts and mental health peer support groups - all led by patients themselves. GPs refer patients who may be isolated, or suffering from anxiety or depression and, by attending our activities, they meet new friends, make supportive connections and have a reason to leave their homes. Nearly all patients engaged have said their health and wellbeing has improved through attending.

The aim is to prioritise engaging with patients from particular communities where the GP practice staff feel there needs to be closer engagement eg young people and Turkish women, and for projects to be a combination of what will support the practice to achieve their objectives eg increasing immunisations uptake and harnessing the skills and interests of patients.

"These initiatives helped me to meet lots of people, reduce social isolation and therefore helped my depression."

"Great programme - so nice to have groups of patients coming in for a coffee and a chat - taking part in activities and volunteering to help the practice, absolutely recommend this to all practices."

"I love getting out and about meeting and chatting with new people. This has helped reduce my anxiety. My mental health has improved, my confidence has grown and I've even lost weight!"

"So pleased to be involved in many activities as part of this project. which has greatly improved my well-being and happiness. I've enjoyed getting to know people supporting and working with the local community."

Community Champions

248 Community Champions representative of typically underrepresented communities within City & Hackney, across more than 65 different community organisations, were recruited and/or supported to share communications, provide insights and encourage engagement with health systems around vital Covid 19 and wider public health topic messaging in pursuit of positive health outcomes.

With the essential need to disseminate key public health messaging around COVID vaccinations, via local communities and trusted connections, the Community Champions programme continued to thrive. This is a partnership with Hackney CVS and Public Health and funded by national government to recruit, train and support people connected to communities across the borough to share key COVID safety messaging via translated and accessible media in ways that are likely to engage residents. 201 Champions speaking multiple languages were recruited from very diverse communities and supported to share messages that were continually being updated and respond to concerns.

Vaccine Volunteering

As soon as the vaccination programme started, VCH was called upon to recruit volunteers to help with stewarding. Within a short time, we had recruited and deployed hundreds of volunteers to help with meeting and greeting patients, managing the registration process, and supporting with logistics through the sites. With volunteers working 3-hour shifts, from 8am through to 8pm, 7 days a week, at two main sites as well as pharmacies and local pop-up clinics, this year we deployed over 1,000 volunteers - who have been said to be the essence of what has made people's experience receiving the vaccine a joy, as well as reassuring and safe. We were also commissioned to work intensively with small frontline community groups to help them put on their own vaccine events for their own communities, helping them with publicity and promotion to ensure residents came forward.

'I had lost my job, lost my way in life, was on the happy pills - all due to Covid, and Hackney Volunteers, with its lovely fellow staff, was the first ray of sunshine in months for me. I still volunteer, from time to time and I wear my badge and orange jumper with pride...'

Peer Research

This year saw us trial an initiative to work with City and Hackney residents to **co-produce** the Health and Wellbeing Strategy for Public Health, by recruiting and training 35 residents to conduct surveys with their peers. Residents covered a wide range of demographics and communities and in only three months, with training and support, managed to complete surveys with over 340 neighbours, friends and peers, to identify health and wellbeing priorities. Some volunteers went on to help co-produce the actual strategy and action plans as well as tailoring the survey wording to be more appropriate to residents.

This was another example of how we worked closely with residents in partnership with statutory services to establish what the issues are facing local communities and what solutions are best to tackle these.

Thank you to all the volunteers who gave their time over the year, to all our funders and to all those who continue to support our work.

Funders who supported us during 2021-22: Hackney Council, Public Health England, City and Hackney Clinical Commissioning Group, East London Foundation Trust, Department of Culture, Media and Sport, National Lottery Community Fund, Mercers Company, Southern Housing Group and our business partner The Depository Trust & Clearing Corporation.

The trustees would also like to go on record in thanking all of the staff at VCH for their tremendous efforts during the most difficult of years. Their energy and efforts throughout such an unprecedented period were remarkable and led to many across the borough receiving vital support and connection.

FINANCIAL REVIEW

The programmes and activities outlined above resulted in an increase in income from £564k to £891k with a corresponding increase in expenses from £544k to £833k, mainly as a result of the higher staff base. The charity achieved a surplus of £58k for the year. Funding secured for 2022-23 already exceeds £850k.

RISK MANAGEMENT

VCH's Board of Trustees has identified the major risks to which VCH is exposed and these have been reviewed and systems established to manage those risks. The Board takes a proactive approach to risk identification, reduction and mitigation, and reviews this regularly with senior staff. VCH's current cash flow situation is sound and a new Business Plan has been adopted for the future.

RESERVES POLICY

The trustees review the amount of funds VCH requires to ensure that they are adequate to fulfil our continuing obligations on a regular basis. VCH takes a cautious approach towards investment, adopting a short-term low-risk policy. The Board has agreed that while it will maintain reserves at a minimum of 15% of annual costs, it will work towards increasing this to 25% (three months' operating costs) going forward.

This figure has been arrived at considering:

- the risks associated with individual streams of income and expenditure differing from budget;
- the additional risks associated with the dependence of VCH on a small number of donors;
- planned activity levels and the major risk to organisational delivery of reducing spending further at this stage; and
- organisational commitments.

ACCOUNTING AND REPORTING RESPONSIBILITIES

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the profit or loss of the charitable company for that year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

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

PUBLIC BENEFIT

The trustees acknowledge the duty in Section 4 of the Charities Act 2011 to have due regard to the Charity Commission's published general and relevant sub-sector guidance on public benefit.

All activities undertaken by VCH are for the public benefit. With a focus on providing volunteering services, the organisation's operation is very much geared to providing benefit to the local community as is highlighted by the activities reported herein. This will also continue to be central to its future plans.

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and was approved by the trustees on 21 December 2022 and signed on their behalf by:



Chair, Robert Sugden



Chief Executive Officer, Lauren Tobias

Volunteer Centre Hackney Charity No 1068104 Company No 3357999
Independent Examiner's Report to the Trustees on the Unaudited Accounts of
Volunteer Centre Hackney for the year ended 31 March 2022

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022 which are set out on pages 10 to 17.

Responsibilities and basis of report

As the charity's trustees (who are also the directors of the company 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 for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act).

Independent examiner's statement

The company's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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.

Name: Justin Cowan FCA



22 December

2022

Albeck Ltd
49 Mowbray Road,
Edgware, Middx HA8 8JL

Volunteer Centre Hackney
Statement of Financial Activities
for the year ended 31 March 2022

Company No 3357999

	Note	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Income					
Incoming resources from charitable activities:					
Grants receivable	2	-	883,148	883,148	553,643
Other income	2	7,454	-	7,454	10,848
Total income		7,454	883,148	890,602	564,491
Expenditure					
Charitable activities					
		1,035	831,674	832,709	544,195
Total expenditure	3	1,035	831,674	832,709	544,195
Net movement in funds		6,419	51,474	57,893	20,296
Total funds brought forward		79,894	9,448	89,342	69,046
Total funds carried forward	10	86,313	60,922	147,235	89,342

The Statement of Financial Activities includes all gains and losses recognised in the year.

The net incoming resources for the year arise from the Charity's continuing operations.

Volunteer Centre Hackney

Balance Sheet
at 31 March 2022


Company No 3357999

	Note	2022 £	2021 £
Current Assets			
Debtors	7	153,582	68,805
Cash at bank and in hand		389,749	266,534
		<u>543,331</u>	<u>335,339</u>
Creditors: Amounts falling due within one year	8	<u>(396,096)</u>	<u>(245,997)</u>
Net Current Assets		<u>147,235</u>	<u>89,342</u>
Total Net Assets	10	<u>147,235</u>	<u>89,342</u>
Funds			
Unrestricted funds	9	86,313	79,894
Restricted funds	9	60,922	9,448
Total Funds		<u>147,235</u>	<u>89,342</u>

For the year ended 31 March 2022 the company was entitled to exemption from audit under s477 of the Companies Act 2006 (the Act) relating to small companies. The members have not required the company to obtain an audit of its accounts for the year under s476. The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies' regime and in accordance with FRS 102 SORP.

The financial statements were approved by the trustees and authorised for issue on 21 December 2022.



Chair, Robert Sugden

The notes on pages 13 to 17 form part of these financial statements.

Volunteer Centre Hackney

Statement of Cash Flows
at 31 March 2022

Company No 3357999

	2022 £	2021 £
Cash flows from operating activities:		
Net increasing resources	57,893	20,296
Increase in debtors	(84,777)	(45,293)
Increase/(decrease) in creditors	150,099	(16,159)
	<hr/>	<hr/>
Net cash provided/(used) by operating activities	123,215	(41,156)
Cash at beginning of the year	266,534	307,690
	<hr/>	<hr/>
Cash at the end of the year	389,749	266,534
	<hr/>	<hr/>

1 ACCOUNTING POLICIES

1.1 BASIS OF COMPLIANCE

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

1.2 BASIS OF PREPARATION

The financial statements have been prepared on the historical cost basis.
The financial statements are prepared in Sterling which is the functional currency of the charity.
The charity meets the definition of a public benefit entity under FRS 102.

1.3 COMPANY STATUS

The company is a company limited by guarantee. The members of the company are the trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

1.4 MATERIAL PRIOR YEAR ERRORS

No material prior year errors have been identified in the reporting period.

1.5 FUND ACCOUNTING

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the company for particular purposes. The cost of raising and administering such funds are charged against the specific fund.

Investment income, gains and losses are allocated to the appropriate fund.

1.6 INCOME

All income is included in the Statement of Financial Activities when the company is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance. Grants received prior to the year end but not recognised as income are carried forward within accruals and deferred income.

1.7 EXPENDITURE

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities, they have been allocated on a basis consistent with the use of the resources.

1.8 OPERATING LEASES

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight-line basis over the lease term.

1.9 VOLUNTEER HELP

The value of any volunteer help received is not included in the accounts but is described in the trustees' report.

2 INCOME

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Grants	-	883,148	883,148	553,643
Donations	5,494	-	5,494	8,493
Other	1,960	-	1,960	2,355
	7,454	883,148	890,602	564,491

Of the £564,491 income in 2021, £10,848 was unrestricted funds and £553,643 restricted funds. Further analysis of the restricted grants can be found in note 9.

3 EXPENDITURE

	2022 £	2021 £
Salaries & wages	674,600	411,623
Other staff and project costs	67,822	52,779
Staff training & travel	1,006	1,113
Occupancy costs	42,486	41,354
Insurance	1,295	871
Printing, postage & stationery	2,279	2,101
Telephone	4,232	4,141
Bank charges	121	299
Volunteer expenses	223	96
Accounting and Payroll	27,230	22,059
Independent Review	1,020	1,020
IT	6,777	4,309
Database	2,160	2,160
Volunteer Week Awards	245	-
Miscellaneous	1,213	270
	832,709	544,195

Of the total expenditure in the year, £831,674 (2021: £544,195) was charged to restricted funds and £1,035 (2021: £Nil) to unrestricted funds.

Volunteer Centre Hackney
Notes to the Financial Statements
For the year ended 31 March 2022

Company No 3357999

4 NET EXPENDITURE

	2022 £	2021 £
This is stated after charging:		
Independent examiner's fee	1,020	1,020
Operating lease rentals - land and buildings	33,000	33,000
Operating lease rentals - other	2,261	2,261

5 TRUSTEES' REMUNERATION

During the year, no Trustee received any remuneration (2021: £Nil).
During the year, no Trustee received any benefits in kind (2021: £Nil).
During the year, no Trustee received any reimbursement of expenses (2021: £Nil).

6 STAFF COSTS

	2022 £	2021 £
Wages and salaries	597,221	374,688
Social security costs	45,227	21,780
Pension costs	32,152	15,155
	674,600	411,623

The average monthly number of full-time equivalent employees was:

	2022 No	2021 No
Charitable Activities	22	12

One employee received employee benefits (excluding employer pension costs) amounting to between £60,000 and £65,000 (2021: none).

The charity considers its key personnel comprise the trustees and the Chief Executive Officer. The total employment benefits (including social security costs) paid to the key management personnel were £60,095 (2021: £58,900).

7 DEBTORS

	2022 £	2021 £
Trade debtors	129,391	17,091
Prepayments	10,543	11,141
Accrued income	7,833	35,073
Other debtors	5,815	5,500
	153,582	68,805

Volunteer Centre Hackney

Notes to the Financial Statements
For the year ended 31 March 2022

Company No 3357999

8 CREDITORS: Amounts falling due within one year

	2022 £	2021 £
Trade creditors	6,381	6,122
Social security and other taxes	11,650	5,794
Other creditors	416	1,518
Accruals and deferred income	377,649	232,563
	<u>396,096</u>	<u>245,997</u>

Creditors includes deferred income of £332,617 (2021: £207,832).

Deferred income brought forward	207,832	239,423
Released from prior years	(179,290)	(87,456)
Incoming resources deferred	304,075	55,865
	<u>332,617</u>	<u>207,832</u>

9 STATEMENT OF FUNDS

	At 1 April 2021 £	Income £	Expend- iture £	At 31 March 2022 £
Unrestricted Funds:				
General funds	79,894	7,454	1,035	86,313
Total Unrestricted Funds	<u>79,894</u>	<u>7,454</u>	<u>1,035</u>	<u>86,313</u>
Restricted Funds:				
Hackney Council Grant (Brokerage)	-	55,000	55,000	-
City and Hackney Clinical Commissioning Group "CCG" (Step Up)	-	92,540	92,540	-
Southern Housing Group, People's Health Trust, National Lottery, CCG, Hackney Council Grant (Our Place)	-	79,555	79,555	-
CCG, City of Hackney Carers Centre, Mercers Company, Hackney Council (Befriending)	-	61,598	61,598	-
Together Better	9,448	133,689	82,215	60,922
COVID (Vaccinations, prescription & food deliveries, community champions & connectors)	-	390,816	390,816	-
Other (MOLA, Peer Research, Best Practice)	-	69,950	69,950	-
Total Restricted Funds	<u>9,448</u>	<u>883,148</u>	<u>831,674</u>	<u>60,922</u>
Total Funds	<u>89,342</u>	<u>890,602</u>	<u>832,709</u>	<u>147,235</u>

Description, nature and purpose of the restricted funds

These all related to grants and sponsorships to promote, support, and encourage the use and involvement of volunteers in the London Borough of Hackney

10 ANALYSIS OF NET ASSETS BETWEEN

	Restricted Funds £	Un- restricted Funds £	Total 2022 £	Total 2021 £
Current assets	457,018	86,313	543,331	335,339
Creditors	(396,096)	-	(396,096)	(245,997)
	60,922	86,313	147,235	89,342

11 COMMITMENTS UNDER OPERATING
LEASES

	2022		2021	
	Land & Buildings £	Other £	Land & Buildings £	Other £
At 31 March the charity was committed to total future minimum lease payments under non-cancellable operating leases for each of the following periods:				
Not later than one year	33,000	2,261	33,000	2,261
Later than one year and not later than 5 years	61,390	1,696	94,390	3,957
	94,390	3,957	127,390	6,218

12 CAPITAL COMMITMENTS

Amounts contracted for, but not provided in the accounts, amount to £nil (2021: £nil).

