

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE

England & Wales · Charity number 1070612

Details

Other names	HYNDBURN & RIBBLE VALLEY CVS
Status	Registered
Legal form	Charitable company
Company number	03530868
Registered	1998-07-21
Register	View on the Charity Commission register

Contact

Address	Suite 5 The Chambers Town Hall Square Great Harwood BB6 7DD
Phone	01254888614
Email	mail@hrv-cvs.org.uk
Website	www.hrv cvs.org

Activities

Objects: TO PROMOTE ANY CHARITABLE PURPOSE FOR THE BENEFIT OF THE COMMUNITY IN THE LOCAL GOVERNMENT DISTRICTS OF HYNDBURN AND RIBBLE VALLEY AND SURROUNDING DISTRICTS (HERE IN AFTER CALLED 'THE AREA OF BENEFIT') AND, IN PARTICULAR, THE ADVANCEMENT OF EDUCATION, THE PROTECTION OF HEALTH AND THE RELIEF OF POVERTY, DISTRESS AND SICKNESS, AND IN FURTHERANCE OF THE SAID PURPOSES, BUT NOT FURTHER OR OTHERWISE, TO PROMOTE AND ORGANISE CO-OPERATION IN THE ACHIEVEMENT OF THE SAME AND TO THAT END TO BRING TOGETHER IN COUNCIL REPRESENTATIVES OF THE VOLUNTARY ORGANISATIONS AND STATUTORY AUTHORITIES WITHIN THE AREA OF BENEFIT

Activities: A local development agency, which exists to promote, develop & support community & voluntary action in Hyndburn & Ribble Valley and surrounding areas
Aims are to:
Assist the positive development of local groups.
Maximise local group involvement in regeneration, health & social welfare initiatives
Facilitate liaison between local groups and other organisations
Promote co-ordinated effort.

Classification

- **How:** Makes Grants To Organisations, Provides Human Resources, Provides Services, Provides Advocacy/advice/information, Sponsors Or Undertakes Research, Acts As An Umbrella Or Resource Body
- **What:** General Charitable Purposes, Education/training, Disability, Economic/community Development/employment, Other Charitable Purposes
- **Who:** People With Disabilities, Other Charities Or Voluntary Bodies, Other Defined Groups

Geography

- **Area of benefit:** LOCAL GOVERNMENT DISTRICTS OF HYNDBURN AND RIBBLE VALLEY
- Lancashire
- North Yorkshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£354,638	£317,327	-	-
2024-03-31	£236,147	£253,860	-	-
2023-03-31	£467,882	£440,848	-	-
2022-03-31	£383,738	£404,016	-	-
2021-03-31	£593,942	£541,368	£207,089	16

Trustees

Name	Role	Appointed
Dawn Hughes		2023-07-18
Dr Allan Clements		2019-11-05
JUDITH HELEN ADDISON Miss		2012-12-18
Rupert Keysell Swarbrick		2023-06-13
Zulekha Dala		

Accounts

REGISTERED COMPANY NUMBER: 03530868 (England and Wales)
REGISTERED CHARITY NUMBER: 1070612

Report of the Trustees and
Financial Statements for the Year Ended 31 March 2025
for
Hyndburn and Ribble Valley Council for Voluntary Service

Bennett Kirkhope Smith
Chartered Certified Accountants
Suites 5 & 6 The Printworks
Hey Road
Barrow
Clitheroe
Lancashire
BB7 9WB

Hyndburn and Ribble Valley Council for Voluntary Service

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Hyndburn and Ribble Valley Council for Voluntary Service

Reference and Administrative Details for the Year Ended 31 March 2025

TRUSTEES	A Clements R K Swarbrick J Addison M Rose (resigned 19.5.25) D Hughes Z Dala
REGISTERED OFFICE	Suite 5 Town Hall Square Great Harwood Blackburn Lancashire BB6 7DD
REGISTERED COMPANY NUMBER	03530868 (England and Wales)
REGISTERED CHARITY NUMBER	1070612
OTHER NAMES USED BY THE CHARITY	Hyndburn and Ribble Valley CVS HRVCVS
INDEPENDENT EXAMINER	Bennett Kirkhope Smith Chartered Certified Accountants Suites 5 & 6 The Printworks Hey Road Barrow Clitheroe Lancashire BB7 9WB
SOLICITORS	Backhouse Jones Solicitors The Printworks Hey Road Clitheroe BB7 9WD
BANKERS	The Co-Operative Bank PO Box 250 Skelmersdale WN8 6WT

Hyndburn and Ribble Valley Council for Voluntary Service

Report of the Trustees for the Year Ended 31 March 2025

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2025. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

To promote any charitable purpose for the benefit of the community in the local government districts of Hyndburn and Ribble Valley and surrounding districts and, in particular the advancement of education, the protection of health and relief of poverty, distress and sickness, and in furtherance of the said purpose, but not further or otherwise, to promote and organise cooperation in the achievement of the same and to that end bring together council representatives of the voluntary and statutory authorities within the area of benefit.

The charity aims to achieve this through its Vision, Mission and Values:-

VISION

-To see the Residents of Hyndburn & Ribble Valley thrive

MISSION

-We will support and advocate for residents and community organisations within Hyndburn and Ribble Valley

VALUES

- We work to support a happy, healthy, Hyndburn & Ribble Valley
- We are a trusted partner, connecting within the local communities
- We are visible and known by residents, VCFSE partners and commissioners
- We welcome, include and connect through all our work

ACTIVITIES FOR ACHIEVING OBJECTIVES

Hyndburn and Ribble Valley Council for Voluntary Service (HRVCVS) is an umbrella organisation that exists to support and develop the community and voluntary sector in Hyndburn and Ribble Valley and surrounding districts. Our work also has a wider impact by sharing skills and working in partnership with other Voluntary, Community and Faith Sector (VCFS) organisations and with the public sector, including Lancashire County Council, Hyndburn Borough Council, Ribble Valley Council, NHS East Lancashire Integrated Care Board and three Primary Care Networks - Hyndburn Rural, Hyndburn Central and Ribblesdale.

All activities this year were planned, developed, and implemented with strong regard to the public benefits and to the people and organisations that we serve.

The Public Benefits of HRVCVS have responded to the changing need of our beneficiaries and to the voluntary sector, this has been both proactive and reactive as organisations within the voluntary sector are under increasing pressure to deliver more activities for less funding. The overall objective is to support and strengthen the sustainability, independence, and ability of the VCFS to deliver services and activities that support individuals and communities in Hyndburn and Ribble Valley and the surrounding areas. This objective has been fully met via a range of activities and interventions that have demonstrated our commitment to supporting the voluntary sector.

In all activities the trustees have had due regard to the guidance published by the Charity Commission regarding public benefit and this has informed our business plan and future strategies, including assessment of risks, and ensuring that new projects, activities and services are aligned to the charities aims and purpose of being.

Volunteers

Volunteering

We continue to develop volunteering in Hyndburn and Ribble Valley, through volunteering brokerage. Working with Voluntary Sector groups to generate volunteer vacancies alongside supporting potential

volunteers and helping them to find suitable placements.

Use of volunteers

The role of volunteers is important to us. We use a digital platform called Better Impact to ensure each Volunteer has their journey recorded and value can be added to their role and the opportunities available. Each volunteer we engage has a role description and has ongoing support from a member of staff. The Charity's trustees are also volunteers, giving their time and expertise freely to offer governance and support to the charity; their contribution is essential.

We have ensured that for each task we have completed a risk assessment, working with our insurers to make sure that the volunteers are included in our cover. Safeguarding training is available to all volunteers and DBS checks are performed where necessary.

**ACHIEVEMENTS AND PERFORMANCE
REVIEW OF ACTIVITIES**

We currently operate out of two bases - one in Great Harwood at the Chambers within the Old Town Hall and one in the Centre of Clitheroe within The Hub adjoining Trinity Church.

Social Prescribing, Volunteering, Administering Small Grants for Voluntary Groups, Supporting Community, Voluntary and Faith Sector Organisations, Providing Networks and Forums and being a Representative Voice for the Voluntary Faith and Community Sector within Hyndburn and the Ribble Valley continue to be the priorities for HRV CVS.

Activities and projects

Core Services and Project Management

The charity currently receives core funding via a grant agreement with East Lancashire NHS Integrated Care Board and uses earned income via management project fees and by undertaking some paid work to underpin our main functions of a CVS which is broadly divided into four areas:

Information and Advice

We provide information and advice on all aspects of setting up and running a voluntary group, including guidance on funding and fundraising activities, legal, financial and policy advice and managing projects. We also provide a wide range of information and advice on issues of good practice in supporting volunteers and volunteering.

Development Work

We work with a diversity of new and existing groups to help them develop new projects and expand or improve their services and activities to meet local need. The development work also involves facilitating and encouraging joint projects and activities between different organisations including statutory and private. Development work is delivered as a combination of core activity and project work and is an area we continuously progress.

The Chief Officer sits on the Steering Group for the Hyndburn Way and HRVCVS are actively seeking to position themselves as the facilitator of The Hyndburn Way (a collaborative of voluntary and statutory partners across Hyndburn) in the future.

Liaison and Representation

We organise local events, forums, meetings, and conferences so that groups can get together to network, gather information, improve communication channels, share good practice, discuss issues of concern and work to address gaps in service or to make better use of resources. The facilitation of these forums and meetings also encourages groups to work together to develop potential new or improved services and avoid duplication.

HRVCVS also represent the voluntary, community and faith sector at various local and regional events, strategic boards and partnerships; this strategic representation is an important area of work that is expanding so that the sector can be engaged in local decision making and respond to the challenging times and the impact of public sector funding cuts, especially around the Clinical Commissioning Agenda for Pennine Lancashire.

Support

We support individuals wishing to volunteer, and organisations that use volunteers. In addition to this we support statutory and public services in several initiatives and services.

Social Prescribing

During this year we saw our social prescribing teams work both within GP practice and out in the Community. Our team assisted people in the following ways.:

Social Prescribing of non-medical interventions Supporting Groups

Administering Small Grant Programmes Brokering Volunteering

Hosting Networks, Events and Forums

Delivering a Voice for East Lancashire's VCF Sector

**Report of the Trustees
for the Year Ended 31 March 2025**

The Charity has performed well in the face of continued uncertainty and change; there have been many notable achievements in all areas of the charity's work.

- We supported 893 individuals alongside over 400 member organisations between April 2023 and March 2024.
- We helped approximately 50 volunteers to find new opportunities through the collaborative Volunteer Hub
- We facilitated 4 different forums (one is a monthly virtual meeting and 2 are quarterly - one face to face and one virtual meetings), to bring the VCFS together on matters of interest
- We attended numerous forums and events to represent the sector
- We support groups with set up and governance on a continual basis
- We continue to enjoy positive relationships with Local Authorities, The Primary Care Networks and the East Lancashire Integrated Care Board.
- We have continued to utilise our Facebook account alongside our website
- We have been successful in obtaining a Reaching Communities bid through The Lottery for £183,000 over three years. This money will be used to sustain the core function of HRV CVS moving forwards.
- The Chief Officer has been asked to sit on The Local Council Long Term Planning Board. Hopefully a Community Chest will become available for HRVCVS to administer over the next couple of years.

GRANT POLICY

HRVCVS facilitates or manages three different grant schemes. We manage a scheme on behalf of the Eric Wright Trust which aims to support small community groups through a £15,000 pot. £13,000 of £500 - £1000 grants are administered and £2,000 is the management fee for HRVCVS.

We also manage a social prescribing grant for small voluntary organisations on behalf of the East Lancashire Integrated Care Board, with a total value of £75,000. The third grant is a £10,000 pot to tackle Social Isolation on behalf of Lancashire County Council through ten £1,000 allocations.

The Integrate Health Board asked us to deliver a project worth £10,000 to inform population health of the barriers for residents in Central Accrington to accessing health services. Grants of £200 per service were administered for the services to complete surveys with their service users. HRVCVS also engaged the clients we work with alongside services that were not previously engaged.

At all times we aim to be fair and transparent at all levels and ensure that correct procedures are in place whatever our role. We have built up strong and positive links with a range of funders and we are able to promote a range of grants in partnership with grant making organisations and trusts.

Our group support officer meets with groups around funding to enable them to become sustainable in delivering their services in the communities of Hyndburn and Ribble Valley

FINANCIAL REVIEW

Financial position

At the year end the charity holds total funds of £233,443, all of which are unrestricted. £37,213 of restricted funds held in the current account have been deferred as funds granted but not expended within the terms of the grants. In comparison to the prior period a total of £196,132 unrestricted funds were held as per the accounts.

**Report of the Trustees
for the Year Ended 31 March 2025**

FINANCIAL REVIEW

Reserves policy

The Management Committee has considered the charity's requirements for reserves in the light of the main risks to the organisation.

The trustees having taken account of minimum staffing levels and overheads estimate that currently at least £270,000 per year is needed to provide an effective service as HRV CVS. The minimum annual expenditure required will be recalculated each year.

It has been resolved that the organisation should have at least a third of this amount (equivalent to four months or £90,000) in reserve. Unrestricted designated reserves at 31st March 2025 totalled £92,407 and are considered to be sufficient. We maintain a redundancy reserve which is adjusted annually to ensure that we will always be able to meet this obligation.

How expenditure has supported key objectives

All expenditure can be qualified as supporting the key objectives of the charity, all potential activity expenditure, especially core, is carefully analysed to ensure that it will bring a benefit to the VCFS or individuals supported by the charity.

The main projects that the charity delivers have a set of milestones and targets that are set against a budget; this expenditure is managed by the Chief Officer who has strategic responsibility to ensure that the monies awarded are used on the agreed activities.

Going concern

The trustees have a reasonable expectation that there are no material uncertainties that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements.

FUTURE PLANS

The board of Trustees are vigilant in safeguarding the future of our organisation and meet regularly to assess the current situation and are quite prepared to make difficult decisions if required.

A risk assessment review document is updated annually and reported to the trustees accordingly.

We are confident that we will safeguard and maintain our presence as a respected CVS and continue to push forward with new projects and new initiatives.

The charity has built up an excellent reputation and is well known for delivering good projects, on time, on budget and exceeding expectations, this will stand us in good stead for the future.

We will continue to deliver the well-respected East Lancashire Integrated Care Board Social Proscribing Scheme within our localities which runs well with PCN partners and the distribution of a local community grant scheme supporting many very worthwhile projects.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Charity constitution

The company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 02/07/1998.

The company is constituted under a Memorandum of Association dated 02/07/1998 and is a registered charity number 1070612.

**Report of the Trustees
for the Year Ended 31 March 2025**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new 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.

Trustee selection methods

Trustees are elected from our membership, there is a three year rotation of trustees standing down to create vacancies, but these Trustees are able to stand again if they wish.

Nomination forms are delivered to all membership organisations for them to nominate a person to stand as a trustee, if there are more nominations than places then a simple vote takes place at the AGM to elect trustees into the positions.

Where there are vacancies mid term or following the AGM our members are informed of the vacancies and asked for nominations, however if the organisation is looking for particular skills or knowledge to enhance the role of the board of trustees then individuals from member organisation can be approached.

New trustees who join the board mid term stand down to enable them to be elected in the formal process at the following AGM.

There still continues to be vacancies on the board of trustees throughout the year, this is a common problem in the sector at the moment, but it is hoped increased membership over this financial year and as we go into 2025- 2026 will encourage more nominations at the next AGM.

Organisational structure

The charity is governed by a board of Trustees who are elected from the charities VCFS membership and meet at least quarterly to discuss charity and company business.

There are 12 places on the board of trustees plus places for each of the three local authorities to nominate a representative. All Trustees have an equal vote but the local authority representatives do not have a formal vote as they are not required to become company directors or formal trustees of the charity

Day to day management of the charity is the responsibility of the Chief Officer who reports directly to the board of Trustees.

The Chief Officer is responsible for the line management of all members of the staff who are in turn responsible for the line management of volunteers and the day to day operation of the project.
The Chairman line manages the Chief Officer.

The Chief Officer drafts a report on the activities and progress of the H&RV CVS and it's projects which are presented at the quarterly trustee board meetings. Staff are also periodically invited to these meetings to give a verbal report on their work.

There is also a standing agenda item at all staff meetings 'items for the board' which allows any matter to be raised and taken to the board for discussion and decision.

The Chief Officer also presents a managerial report on all areas of activities and the financial reports are presented by the finance officer.

Governance and strategic decisions are made by the board of trustees based on this information enabling them to make informed choices regarding the direction of the charity and implementing any changes needed to secure its future

Induction and training of new trustees

Trustees in line with the guidance from the Charity Commission This includes the formal acceptance of the roles and responsibilities of trustees and a full introduction to the CVS, All new and existing trustees are asked to complete a skills audit; which highlights areas of strength and weakness so that any training or capacity building can be included in training for trustees.

**Report of the Trustees
for the Year Ended 31 March 2025**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Related parties

HRVCVS works within its charitable objectives to support several local, regional and national objectives. As an organisation we are working with statutory organisations to improve the lives of local people and communities, for example - East Lancashire Integrated Care Board, Lancashire and South Cumbria Alliance, Lancashire County Council, both local authorities, The Hyndburn Way, The Health and Wellbeing Partnership Boards in both Hyndburn & Ribble Valley and The Hyndburn Long Term planning Board, LACVS (see below) and other strategic partnerships and networks as deemed appropriate.

The HRVCVS Board of Trustees is also actively involved in various organisations that strengthen the skills and knowledge available to the HRVCVS and allow closer partnership working and mutual benefits that benefit the sector.

Each of the Lancashire CVS's Senior Managers has a Governing role within the Lancashire Association CVS Company (LACVS) which is owned equally by all of the six CVS's in Lancashire and is able to tender or apply for regional or sub-regional grants or contracts and represent the sector (company number 6402216).

Risk management

A review of all major risks to which the charity is exposed has been conducted. A risk assessment document has been established and is updated at least annually and reported to the Trustees. Where appropriate, systems procedures have been established to mitigate risks the charity faces.

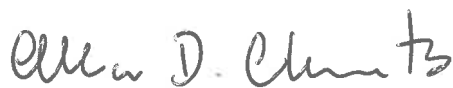
In addition to this the staff meet regularly to take advantage of any funding opportunity and development of future projects or services and in line with best practice consider risk as well as advantages in proceeding with a new project or service.

Internal control risks are minimised by implementation of procedures for authorisation of all transactions and projects.

Procedures are in place to ensure compliance with health and safety of staff, volunteers, trustees and visitors to the offices.

All new employees are given induction into health and safety and health and safety training is available.

Approved by order of the board of trustees on 21/1/2026 and signed on its behalf by:



Trustee



**Independent Examiner's Report to the Trustees of
Hyndburn and Ribble Valley Council for Voluntary Service**

Independent examiner's report to the trustees of Hyndburn and Ribble Valley Council for Voluntary Service ('the Company')

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

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

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

Independent examiner's statement

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

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

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

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



Andy Jones
The Institute of Chartered Accountants in England and Wales

Bennett Kirkhope Smith
Chartered Certified Accountants
Suites 5 & 6 The Printworks
Hey Road
Barrow
Clitheroe
Lancashire
BB7 9WB

Date: 21/1/2026

Hyndburn and Ribble Valley Council for Voluntary Service

Statement of Financial Activities for the Year Ended 31 March 2025

	Notes	Unrestricted fund £	Restricted funds £	31.3.25 Total funds £	31.3.24 Total funds £
INCOME AND ENDOWMENTS FROM					
Charitable activities		243,527	111,070	354,597	236,147
Investment income	2	<u>41</u>	<u>-</u>	<u>41</u>	<u>-</u>
Total		<u>243,568</u>	<u>111,070</u>	<u>354,638</u>	<u>236,147</u>
EXPENDITURE ON					
Charitable activities		183,797	123,633	307,430	246,863
Other		<u>9,897</u>	<u>-</u>	<u>9,897</u>	<u>6,997</u>
Total		<u>193,694</u>	<u>123,633</u>	<u>317,327</u>	<u>253,860</u>
NET INCOME/(EXPENDITURE)		49,874	(12,563)	37,311	(17,713)
Transfers between funds	10	<u>(12,563)</u>	<u>12,563</u>	<u>-</u>	<u>-</u>
Net movement in funds		37,311	-	37,311	(17,713)
RECONCILIATION OF FUNDS					
Total funds brought forward		196,132	-	196,132	213,845
TOTAL FUNDS CARRIED FORWARD		<u>233,443</u>	<u>-</u>	<u>233,443</u>	<u>196,132</u>

The notes form part of these financial statements

Hyndburn and Ribble Valley Council for Voluntary Service

REGISTERED COMPANY NUMBER: 03530868 (England and Wales)

Balance Sheet 31 March 2025

	Notes	Unrestricted fund £	Restricted funds £	31.3.25 Total funds £	31.3.24 Total funds £
CURRENT ASSETS					
Debtors	8	22,989	-	22,989	11,039
Cash at bank		<u>215,904</u>	<u>37,213</u>	<u>253,117</u>	<u>207,308</u>
		238,893	37,213	276,106	218,347
CREDITORS					
Amounts falling due within one year	9	(5,450)	(37,213)	(42,663)	(22,215)
		<u>233,443</u>	<u>-</u>	<u>233,443</u>	<u>196,132</u>
NET CURRENT ASSETS					
		233,443	-	233,443	196,132
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>233,443</u>	<u>-</u>	<u>233,443</u>	<u>196,132</u>
NET ASSETS					
		<u>233,443</u>	<u>-</u>	<u>233,443</u>	<u>196,132</u>
FUNDS	10				
Unrestricted funds				<u>233,443</u>	<u>196,132</u>
TOTAL FUNDS				<u>233,443</u>	<u>196,132</u>

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

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

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

The financial statements were approved by the Board of Trustees and authorised for issue on 21/11/2025 and were signed on its behalf by:



Trustee



The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

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

Income

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

For legacies, entitlement is taken as the earlier of the date on which either: the company is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust 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 company, 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.

Donated services or facilities are recognised 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 of the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Trustees' 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.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

1. ACCOUNTING POLICIES - continued

Expenditure

Charitable activities and Governance costs are costs incurred on the company's operations, including support costs and costs relating to the governance of the company apportioned to charitable activities.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Tangible fixed assets

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

Taxation

The company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Fund accounting

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

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

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

Pension costs and other post-retirement benefits

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

Donated goods

Gifts in kind of donated goods, facilities or services are recognised at their fair value if quantifiable on the date received, reflecting the estimated market value of income and expenditure.

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.

Interest receivable

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

Cash at Bank and in hand

Cash at bank and 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.

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

1. ACCOUNTING POLICIES - continued

Turnover

Turnover comprises revenue recognised by the company in respect of goods and services supplied during the year, exclusive of Value Added Tax and trade discounts.

Debtors

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

Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

2. INVESTMENT INCOME

	31.3.25	31.3.24
	£	£
Deposit account interest	<u>41</u>	<u>-</u>

3. NET INCOME/(EXPENDITURE)

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

	31.3.25	31.3.24
	£	£
Depreciation - owned assets	<u>-</u>	<u>1,732</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

4. TRUSTEES' REMUNERATION AND BENEFITS

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

Trustees' expenses

One trustee was reimbursed £10.80 for travelling expenses in the year ended 31 March 2025.

There were no expenses reimbursed in the year ended 31 March 2024.

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES 31 March 2024

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	<u>224,147</u>	<u>12,000</u>	<u>236,147</u>
EXPENDITURE ON			
Charitable activities			
Charitable activities	232,687	14,176	246,863
Other	<u>6,997</u>	<u>-</u>	<u>6,997</u>
Total	<u>239,684</u>	<u>14,176</u>	<u>253,860</u>
NET INCOME/(EXPENDITURE)	(15,537)	(2,176)	(17,713)
RECONCILIATION OF FUNDS			
Total funds brought forward	211,669	2,176	213,845
TOTAL FUNDS CARRIED FORWARD	<u>196,132</u>	<u>-</u>	<u>196,132</u>

Disclosure of prior period errors

Gross income and expenditure in the prior period has been under disclosed due to the income and expenditure of grant funds being disclosed as the net amount. These figures have not been adjusted in the comparatives for prior periods as the net income/(expenditure) for the year is not effected. The errors of understated income of £133,492 and understated expenditure of £133,492 are being disclosed to clarify the understanding of the comparative figures.

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

6. TANGIBLE FIXED ASSETS

	Office equipment £	Other fixed assets £	Computer equipment £	Totals £
COST				
At 1 April 2024 and 31 March 2025	<u>12,148</u>	<u>20,591</u>	<u>4,846</u>	<u>37,585</u>
DEPRECIATION				
At 1 April 2024 and 31 March 2025	<u>12,148</u>	<u>20,591</u>	<u>4,846</u>	<u>37,585</u>
NET BOOK VALUE				
At 31 March 2025	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2024	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.25 £	31.3.24 £
Trade debtors	13,193	11,039
Other debtors	9,300	-
Prepayments	<u>496</u>	<u>-</u>
	<u>22,989</u>	<u>11,039</u>

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.25 £	31.3.24 £
Trade creditors	2,746	1,192
Social security and other taxes	-	8,705
Accruals and deferred income	<u>39,917</u>	<u>12,318</u>
	<u>42,663</u>	<u>22,215</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

9. MOVEMENT IN FUNDS

	At 1.4.24 £	Net movement in funds £	Transfers between funds £	At 31.3.25 £
Unrestricted funds				
General fund	196,132	49,874	(12,563)	233,443
Restricted funds				
Eric Wright	-	(3,663)	3,663	-
ICB Small Grants RV	-	(1,435)	1,435	-
ICB Small Grants HYB	-	(65)	65	-
Personal Health Budget	-	(1,900)	1,900	-
ICB Population Budget	-	(5,500)	5,500	-
	-	(12,563)	12,563	-
TOTAL FUNDS	<u>196,132</u>	<u>37,311</u>	<u>-</u>	<u>233,443</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	243,568	(193,694)	49,874
Restricted funds			
Eric Wright	6,837	(10,500)	(3,663)
ICB Small Grants RV	19,004	(20,439)	(1,435)
ICB Small Grants HYB	49,203	(49,268)	(65)
Personal Health Budget	(1,900)	-	(1,900)
ICB Population Budget	(5,500)	-	(5,500)
National Lottery Community Fund	43,426	(43,426)	-
	111,070	(123,633)	(12,563)
TOTAL FUNDS	<u>354,638</u>	<u>(317,327)</u>	<u>37,311</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

9. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.23 £	Net movement in funds £	At 31.3.24 £
Unrestricted funds			
General fund	211,669	(15,537)	196,132
Restricted funds			
ELCCG	2,176	(2,176)	-
TOTAL FUNDS	<u>213,845</u>	<u>(17,713)</u>	<u>196,132</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	224,147	(239,684)	(15,537)
Restricted funds			
ELCCG	12,000	(14,176)	(2,176)
TOTAL FUNDS	<u>236,147</u>	<u>(253,860)</u>	<u>(17,713)</u>

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

	At 1.4.23 £	Net movement in funds £	Transfers between funds £	At 31.3.25 £
Unrestricted funds				
General fund	211,669	34,337	(12,563)	233,443
Restricted funds				
ELCCG	2,176	(2,176)	-	-
Eric Wright	-	(3,663)	3,663	-
ICB Small Grants RV	-	(1,435)	1,435	-
ICB Small Grants HYB	-	(65)	65	-
Personal Health Budget	-	(1,900)	1,900	-
ICB Population Budget	-	(5,500)	5,500	-
	<u>2,176</u>	<u>(14,739)</u>	<u>12,563</u>	<u>-</u>
TOTAL FUNDS	<u>213,845</u>	<u>19,598</u>	<u>-</u>	<u>233,443</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

9. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	467,715	(433,378)	34,337
Restricted funds			
ELCCG	12,000	(14,176)	(2,176)
Eric Wright	6,837	(10,500)	(3,663)
ICB Small Grants RV	19,004	(20,439)	(1,435)
ICB Small Grants HYB	49,203	(49,268)	(65)
Personal Health Budget	(1,900)	-	(1,900)
ICB Population Budget	(5,500)	-	(5,500)
National Lottery Community Fund	<u>43,426</u>	<u>(43,426)</u>	<u>-</u>
	<u>123,070</u>	<u>(137,809)</u>	<u>(14,739)</u>
TOTAL FUNDS	<u>590,785</u>	<u>(571,187)</u>	<u>19,598</u>

Restricted funds

Personal Health Budget - Grant for young people living in poverty that need some equipment to engage in a positive activity.

ICB Population Budget - Grant for Community Champions work giving health messages and gathering the voice of underrepresented group. Funding to reward for participation with food vouchers, or to host an event for all the Champions to receive training or peer support.

Eric Wright - small grant pot of up to £15,000 from which the charity can grant up to £1,000 to community groups within the charity's objectives.

ICB Small Grants RV - small grant pot of up to £25,000 from which the charity can grant up to £5,000 to community groups within the charity's objectives.

ICB Small Grants HYB - small grant pot of up to £50,000 from which the charity can grant up to £5,000 to community groups within the charity's objectives.

National Lottery Community Fund - A core funding grant for the facilitation of training, funding of key management and apprenticeship salaries, and the funding of an external evaluator.

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

10. RELATED PARTY DISCLOSURES

There were related party transactions totalling £420 in the year ended 31 March 2025. They were for the provision of HR services to the charity under a fixed term 12 month contract period. The HR services were undertaken by a company (Affinity HR Limited) with a relationship to one of the Trustees of the charity (Dawn Hughes).

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

11. DEFERRED INCOME

The charity recognises deferred income from advance payments for future services when the services are rendered.

Movement in deferred income

	31.03.25£	31.03.24£	Movement in deferred income £
Personal Health Budget	1,900	1,900	-
ICB Small Grants RV	6,770	1,435	5,335
ICB Small Grants HYB (NHS SBS)	830	65	765
Eric Wright Grants Fund	6,163	3,663	2,500
ICB Population Health	5,500	5,500	-
National Lottery Community Fund	16,050	-	16,050
Other deferred funds	-	(2,519)	2,519
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>37,213</u>	<u>10,044</u>	<u>27,169</u>

Deferred income reconciliation	31.3.25	31.3.24
	£	£
Balance Brought forward	10,044	39,307
Amount Released to the Statement of Financial Activities	2,519	(40,000)
Amount deferred in the year	<u>24,650</u>	<u>10,737</u>
Balance carried forward	<u><u>37,213</u></u>	<u><u>10,044</u></u>

Hyndburn and Ribble Valley Council for Voluntary Service

Detailed Statement of Financial Activities for the Year Ended 31 March 2025

	31.3.25 £	31.3.24 £
INCOME AND ENDOWMENTS		
Charitable activities		
Charitable activities	-	236,147
Grants	127,633	-
Services	<u>226,964</u>	<u>-</u>
	354,597	236,147
Investment income		
Deposit account interest	<u>41</u>	<u>-</u>
Total incoming resources	354,638	236,147
EXPENDITURE		
Charitable activities		
Wages and salaries	192,713	170,354
National insurance	9,351	6,715
Pensions	5,603	8,323
Insurance	970	908
Telephone, internet and fax	4,207	3,906
Printing, postage & stationary	210	207
Advertising	2,241	-
Staff travel and subsistence	3,690	2,051
General office costs inc rent	16,144	18,519
Equipment, IT and repairs	2,332	4,591
Computer/IT Costs	256	2,478
Subscriptions	406	394
Training and events	-	736
Consultancy	3,200	1,066
Bad Debts	(14,100)	-
Depreciation of tangible fixed assets	-	1,732
Grants to institutions	<u>80,207</u>	<u>24,883</u>
	307,430	246,863
Support costs		
Finance		
Bank charges	-	15
Governance costs		
Independent examination	1,254	450
Legal fees	2,137	3,296
Accountancy & professional	<u>6,506</u>	<u>3,236</u>
	<u>9,897</u>	<u>6,982</u>
Total resources expended	<u>317,327</u>	<u>253,860</u>
Net income/(expenditure)	<u>37,311</u>	<u>(17,713)</u>

This page does not form part of the statutory financial statements

Accounts

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

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HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2024**

Trustees

Rupert Swarbrick, Trustee (Appointed 13 June 2023)
Zulekha Dala, Trustee
Dawn Hughes, Trustee (Appointed 18 July 2023)
Mike Rose, Trustee (Appointed 28 October 2023)
Judith Addison, Trustee
Allan Clements, Trustee
Tony Cox (resigned 1 June 2023)

Company registered number

3530868

Charity registered number

1070612

Registered office

Suite 5 The Chambers, Town Hall Square, Great Harwood, Lancashire, BB6 7DD

Principal operating office

Suite 5 The Chambers, Town Hall Square, Great Harwood, Lancashire, BB6 7DD

Local authority representatives

Richard Newmark - Ribble Valley Borough Council
Zak Kahn- Hyndburn Borough Council
Rupert Swarbrick - Lancashire County Council

Accountants

CW Accountants Limited, The Boulevard Centre, Blackburn, Lancashire, BB1 1EZ

Bankers

The Co-Operative Bank, PO Box 250, Skelmersdale, WN8 6WT

Solicitors

Backhouse Jones Solicitors, The Printworks, Hey Road, Clitheroe, BB7 9WD

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2024

The Trustees present their annual report together with the financial statements of the company for the 1 April 2023 to 31 March 2024. The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)

Since the company qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

Objectives and Activities

a. POLICIES AND OBJECTIVES

'To promote any charitable purpose for the benefit of the community in the local government districts of Hyndburn and Ribble Valley and surrounding districts and, in particular the advancement of education, the protection of health and relief of poverty, distress and sickness, and in furtherance of the said purpose, but not further or otherwise, to promote and organise cooperation in the achievement of the same and to that end bring together council representatives of the voluntary and statutory authorities within the area of benefit.'

b. ACTIVITIES FOR ACHIEVING OBJECTIVES

Hyndburn and Ribble Valley Council for Voluntary Service (HRVCVS) is an umbrella organisation that exists to support and develop the community and voluntary sector in Hyndburn and Ribble Valley and surrounding districts. Our work also has a wider impact by sharing skills and working in partnership with other Voluntary, Community and Faith Sector (VCFS) organisations and with the public sector, including Lancashire County Council, Hyndburn Borough Council, Ribble Valley Council, NHS East Lancashire Integrated Care Board and three Primary Care Networks – Hyndburn Rural, Hyndburn Central and Ribblesdale. (The arrangements with Hyndburn Central ceased at the end of June 2023.)

All activities this year were planned, developed, and implemented with strong regard to the public benefits to the people and organisations that we serve.

The Public Benefits of HRVCVS have responded to the changing need of our beneficiaries and to the third sector, this has been both proactive and reactive as organisations within the third sector are under increasing pressure to deliver more activities for less funding. The overall objective is to support and strengthen the sustainability, independence, and ability of the VCFS to deliver services and activities that support individuals and communities in Hyndburn and Ribble Valley and the surrounding areas. This objective has been fully met via a range of activities and interventions that have demonstrated our commitment to support the third sector.

In all activities the trustees have had due regard to the guidance published by the Charity Commission regarding public benefit and this has informed our business plan and future strategies, including assessment of risks, and ensuring that new projects, activities and services are aligned to the charities aims and purpose of being.

c. VOLUNTEERS

Volunteering

We continue to develop volunteering in Hyndburn and Ribble Valley, through volunteering brokerage. Working with Voluntary Sector groups to generate volunteer vacancies alongside supporting potential volunteers and helping them to find suitable placements.

Use of volunteers

The role of volunteers is important to us. We use a digital platform called Better Impact to ensure each Volunteer

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2024

has their journey recorded and value can be added to their role and the opportunities available. Each volunteer we engage has a role description and has ongoing support from a member of staff. The Charity's trustees are also volunteers, giving their time and expertise freely to offer governance and support to the charity; their contribution is essential.

We have ensured that for each task we have completed a risk assessment, working with our insurers to make sure that the volunteers are included in our cover. Safeguarding training is available to all volunteers and DBS checks are performed where necessary.

Achievements and performance

a. REVIEW OF ACTIVITIES

We currently operate out of two bases – one in Great Harwood at the Chambers within the Old Town Hall and one in the Centre of Clitheroe within The Hub adjoining Trinity Church.

Social Prescribing, Volunteering, Administering Small Grants for Voluntary Groups, Supporting Community, Voluntary and Faith Sector Organisations, Providing Networks and Forums and being a Representative Voice for the Voluntary Faith and Community Sector within Hyndburn and the Ribble Valley continue to be the priorities for HRV CVS.

ACTIVITIES & PROJECTS

Core Services and Project Management

The charity currently receives core funding via a grant agreement with East Lancashire NHS Integrated Care Board and uses earned income via management project fees and by undertaking some paid work to underpin our main functions of a CVS which is broadly divided into four areas:

Information and Advice

We provide information and advice on all aspects of setting up and running a voluntary group, including guidance on funding and fundraising activities, legal, financial and policy advice and managing projects. We also provide a wide range of information and advice on issues of good practice in supporting volunteers and volunteering.

Development Work

We work with a diversity of new and existing groups to help them develop new projects and expand or improve their services and activities to meet local need. The development work also involves facilitating and encouraging joint projects and activities between different organisations including statutory and private. Development work is delivered as a combination of core activity and project work and is an area we continuously progress.

The Chief Officer sits on the Steering Group for the Hyndburn Way and HRV CVS are actively seeking to position themselves as the facilitator of The Hyndburn Way (a collaborative of voluntary and statutory partners across Hyndburn) in the future.

Liaison and Representation

We organise local events, forums, meetings, and conferences so that groups can get together to network, gather information, improve communication channels, share good practice, discuss issues of concern and work to address gaps in service or to make better use of resources. The facilitation of these forums and meetings also encourages groups to work together to develop potential new or improved services and avoid duplication.

HRV CVS also represent the voluntary, community and faith sector at various local and regional events, strategic boards and partnerships; this strategic representation is an important area of work that is expanding so that the sector can be engaged in local decision making and respond to the challenging times and the impact of public sector funding cuts, especially around the Clinical Commissioning Agenda for Pennine Lancashire.

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2024

Support

We support individuals wishing to volunteer, and organisations that use volunteers. In addition to this we support statutory and public services in several initiatives and services.

Social Prescribing

During this year we saw our social prescribing teams work both within GP practice and out in the Community. Our team assisted people in the following ways.:

Social Prescribing of non-medical interventions

Supporting Groups

Administering Small Grant Programmes

Brokering Volunteering

Hosting Networks, Events and Forums

Delivering a Voice for East Lancashire's VCF Sector

b. ACHIEVEMENTS AND PERFORMANCE

The Charity has performed well in the face of continued uncertainty and change; there have been many notable achievements in all areas of the charity's work.

- We supported 893 individuals alongside over 400 member organisations between April 2023 and March 2024.
- We helped approximately 50 volunteers to find new opportunities through the collaborative Volunteer Hub
- We facilitated 4 different forums (one is a monthly virtual meeting and 2 are quarterly - one face to face and one virtual meetings), to bring the VCFS together on matters of interest
- We attended numerous forums and events to represent the sector
- We support groups with set up and governance on a continual basis
- We continue to enjoy positive relationships with Local Authorities, The Primary Care Networks and the East Lancashire Integrated Care Board.
- We have continued to utilise our Facebook account alongside our website
- We have been successful in obtaining a Reaching Communities bid through The Lottery for £183,000 over three years. This money will be used to sustain the core function of HRV CVS moving forwards.
- The Chief Officer has been asked to sit on The Local Council Long Term Planning Board. Hopefully a Community Chest will become available for HRVCVS to administer over the next couple of years.

c. GRANT POLICY

HRVCVS facilitates or manages three different grant schemes. We manage a scheme on behalf of the Eric Wright Trust which aims to support small community groups through a £15,000 pot. £13,000 of £500 - £1000 grants are administered and £2,000 is the management fee for HRVCVS.

We also manage a social prescribing grant for small voluntary organisations on behalf of the East Lancashire Integrated Care Board, with a total value of £75,000. The third grant is a £10,000 pot to tackle Social Isolation on behalf of Lancashire County Council through ten £1,000 allocations.

The Integrate Health Board asked us to deliver a project worth £10,000 to inform population health of the barriers for residents in Central Accrington to accessing health services. Grants of £200 per service were administered for the services to complete surveys with their service users. HRVCVS also engaged the clients we work with alongside services that were not previously engaged.

At all times we aim to be fair and transparent at all levels and ensure that correct procedures are in place whatever our role. We have built up strong and positive links with a range of funders and we are able to promote a range of grants in partnership with grant making organisations and trusts.

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2024

Our group support officer meets with groups around funding to enable them to become sustainable in delivering their services in the communities of Hyndburn and Ribble Valley

Financial review

a. GOING CONCERN

After making appropriate enquiries, the trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

b. REVIEW

The Trustees receive written and verbal financial information quarterly at the board meetings and are able to have a clear picture regarding the income and expenditure of the charity over that quarter and also the longer term forecast. This enables the Trustees to regularly review the financial situation of the charity and make informed decisions regarding the staffing, expenditure and other strategic decisions to secure the sustainability and wellbeing of the charity; when necessary, a finance and staffing sub-group is arranged to resolve a problem or give more time to making decisions.

c. INVESTMENT POLICY AND OBJECTIVES

The Charity invests funds into the Co-Op Notice account; however, low interest rates have greatly diminished the return on this investment.

d. RESERVES POLICY

The Management Committee has considered the charity's requirements for reserves in the light of the main risks to the organisation.

The trustees having taken account of minimum staffing levels and overheads estimate that currently at least £270,000 per year is needed to provide an effective service as HRV CVS.

The minimum annual expenditure required will be recalculated each year.

It has been resolved that the organisation should have at least a third of this amount (equivalent to four months or £90,000) in reserve. Unrestricted designated reserves at 31st March 2023 totalled £92,407 and are considered to be sufficient. We maintain a redundancy reserve which is adjusted annually to ensure that we will always be able to meet this obligation.

How expenditure has supported key objectives

All expenditure can be qualified as supporting the key objectives of the charity, all potential activity expenditure, especially core, is carefully analysed to ensure that it will bring a benefit to the VCFS or individuals supported by the charity.

The main projects that the charity delivers have a set of milestones and targets that are set against a budget; this expenditure is managed by the Chief Officer who has strategic responsibility to ensure that the monies awarded are used on the agreed activities.

Structure, governance and management

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2024

a. CONSTITUTION

The company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 02/07/1998 .

The company is constituted under a Memorandum of Association dated 02/07/1998 and is a registered charity number 1070612.

b. 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.

Trustee selection methods

Trustees are elected from our membership, there is a three year rotation of trustees standing down to create vacancies, but these Trustees are able to stand again if they wish.

Nomination forms are delivered to all membership organisations for them to nominate a person to stand as a trustee, if there are more nominations than places then a simple vote takes place at the AGM to elect trustees into the positions.

Where there are vacancies mid term or following the AGM our members are informed of the vacancies and asked for nominations, however if the organisation is looking for particular skills or knowledge to enhance the role of the board of trustees then individuals from member organisation can be approached.

New trustees who join the board mid term stand down to enable them to be elected in the formal process at the following AGM.

There still continues to be vacancies on the board of trustees throughout the year, this is a common problem in the sector at the moment, but it is hoped increased membership over this financial year and as we go into 2024-2025 will encourage more nominations at the next AGM.

Induction and training of Trustees.

This year we have continued to implement good practice around the recruitment, induction and support of our Trustees in line with the guidance from the Charity Commission This includes the formal acceptance of the roles and responsibilities of trustees and a full introduction to the CVS, All new and existing trustees are asked to complete a skills audit; which highlights areas of strength and weakness so that any training or capacity building can be included in training for trustees.

c. ORGANISATIONAL STRUCTURE AND DECISION MAKING

The charity is governed by a board of Trustees who are elected from the charities VCFS membership and meet at least quarterly to discuss charity and company business.

There are 12 places on the board of trustees plus places for each of the three local authorities to nominate a representative. All Trustees have an equal vote but the local authority representatives do not have a formal vote as they are not required to become company directors or formal trustees of the charity

Day to day management of the charity is the responsibility of the Chief Officer who reports directly to the board of Trustees.

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2024

The Chief Officer is responsible for the line management of all members of the staff who are in turn responsible for the line management of volunteers and the day to day operation of the project.
The Chairman line manages the Chief Officer.

The Chief Officer drafts a report on the activities and progress of the H&RV CVS and its projects which are presented at the quarterly trustee board meetings. Staff are also periodically invited to these meetings to give a verbal report on their work.

There is also a standing agenda item at all staff meetings 'items for the board' which allows any matter to be raised and taken to the board for discussion and decision.

The Chief Officer also presents a managerial report on all areas of activities and the financial reports are presented by the finance officer.

Governance and strategic decisions are made by the board of trustees based on this information enabling them to make informed choices regarding the direction of the charity and implementing any changes needed to secure its future

d. RELATED PARTY RELATIONSHIPS

HRVCVS works within its charitable objectives to support several local, regional and national objectives. As an organisation we are working with statutory organisations to improve the lives of local people and communities, for example - East Lancashire Integrated Care Board, Lancashire and South Cumbria Alliance, Lancashire County Council, both local authorities, The Hyndburn Way, The Health and Wellbeing Partnership Boards in both Hyndburn & Ribble Valley and The Hyndburn Long Term planning Board, LACVS (see below) and other strategic partnerships and networks as deemed appropriate.

The HRVCVS Board of Trustees is also actively involved in various organisations that strengthen the skills and knowledge available to the HRVCVS and allow closer partnership working and mutual benefits that benefit the sector.

Each of the Lancashire CVS's Senior Managers has a Governing role within the Lancashire Association CVS Company (LACVS) which is owned equally by all of the six CVS's in Lancashire and is able to tender or apply for regional or sub-regional grants or contracts and represent the sector (company number 6402216).

e. RISK MANAGEMENT

A review of all major risks to which the charity is exposed has been conducted. A risk assessment document has been established and is updated at least annually and reported to the Trustees. Where appropriate, systems procedures have been established to mitigate risks the charity faces.

In addition to this the staff meet regularly to take advantage of any funding opportunity and development of future projects or services and in line with best practice consider risk as well as advantages in proceeding with a new project or service.

Internal control risks are minimised by implementation of procedures for authorisation of all transactions and projects.

Procedures are in place to ensure compliance with health and safety of staff, volunteers, trustees and visitors to the offices.

All new employees are given induction into health and safety and health and safety training is available.

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2024

Plans for future periods

a. FUTURE DEVELOPMENTS

The board of Trustees are vigilant in safeguarding the future of our organisation and meet regularly to assess the current situation and are quite prepared to make difficult decisions if required.

A risk assessment review document is updated annually and reported to the trustees accordingly.

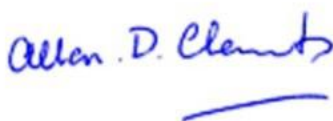
We are confident that we will safeguard and maintain our presence as a respected CVS and continue to push forward with new projects and new initiatives.

The charity has built up an excellent reputation and is well known for delivering good projects, on time, on budget and exceeding expectations, this will stand us in good stead for the future.

We will continue to deliver the well-respected East Lancashire Integrated Care Board Social Proscribing Scheme within our localities which runs well with PCN partners and the distribution of a local community grant scheme supporting many very worthwhile projects.

This report was approved by the Trustees, on 04/12/2024 and signed on their behalf by:

Trustee



Allan Clements

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

TRUSTEES' RESPONSIBILITIES STATEMENT
FOR THE YEAR ENDED 31 MARCH 2024

The Trustees (who are also directors of Hyndburn and Ribble Valley Council for Voluntary Service for the purposes of company law) are responsible for preparing the Trustees' 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 Trustees to prepare financial statements for each financial year. 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 incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP;
- 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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.

The Trustees are 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.

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

**INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 MARCH 2024**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HYNDBURN AND RIBBLE VALLEY
COUNCIL FOR VOLUNTARY SERVICE (the 'company')**

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

This report is made solely to the company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's Trustees as a body, for my work or for this report.

RESPONSIBILITIES AND BASIS OF REPORT

As the Trustees of the company (and 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 the company's accounts 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

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

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

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

Signed:



Dated: 04/12/2024

Courtney Wright FCCA

CW Accountants Limited, The Boulevard Centre, Blackburn, Lancashire, BB1 1EZ

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2024**

	Note	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
INCOME AND ENDOWMENTS FROM:					
Charitable activities	2	224,147	12,000	236,147	467,370
Investment income	3	-	-	-	512
TOTAL INCOME AND ENDOWMENTS		224,147	12,000	236,147	467,882
EXPENDITURE ON:					
Charitable activities	6	239,684	14,176	253,860	440,848
TOTAL EXPENDITURE		239,684	14,176	253,860	440,848
NET INCOME / (EXPENDITURE) BEFORE OTHER RECOGNISED GAINS AND LOSSES		(15,537)	(2,176)	(17,713)	27,034
NET MOVEMENT IN FUNDS		(15,537)	(2,176)	(17,713)	27,034
RECONCILIATION OF FUNDS:					
Total funds brought forward		211,669	2,176	213,845	186,811
TOTAL FUNDS CARRIED FORWARD		196,132	-	196,132	213,845

The notes on pages 14 to 25 form part of these financial statements.

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)
REGISTERED NUMBER: 3530868

BALANCE SHEET
AS AT 31 MARCH 2024

	Note	£	2024 £	£	2023 £
FIXED ASSETS					
Tangible assets	10		-		1,732
CURRENT ASSETS					
Debtors	11	11,039		189,079	
Cash at bank and in hand		207,308		74,231	
		<u>218,347</u>		<u>263,310</u>	
CREDITORS: amounts falling due within one year	12	(22,215)		(51,197)	
NET CURRENT ASSETS			<u>196,132</u>		<u>212,113</u>
NET ASSETS			<u>196,132</u>		<u>213,845</u>
CHARITY FUNDS					
Restricted funds	13		-		2,176
Unrestricted funds	13		196,132		211,669
TOTAL FUNDS			<u>196,132</u>		<u>213,845</u>

The company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The Trustees consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Act.

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 financial statements were approved and authorised for issue by the Trustees on 04/12/2024 and signed on their behalf, by:

Trustee

Allan Clements

The notes on pages 14 to 25 form part of these financial statements.

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2024

	Note	2024 £	2023 £
Cash flows from operating activities			
Net cash provided by/(used in) operating activities	15	133,077	(105,348)
Change in cash and cash equivalents in the year		133,077	(105,348)
Cash and cash equivalents brought forward		74,231	179,579
Cash and cash equivalents carried forward	16	207,308	74,231

The notes on pages 14 to 25 form part of these financial statements.

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

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) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Hyndburn and Ribble Valley Council for Voluntary Service meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

1.2 Reconciliation with previous Generally Accepted Accounting Practice

In preparing these accounts, the Trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required.

No restatements were required.

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.

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

1. ACCOUNTING POLICIES (continued)

1.4 Income

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which either: the company is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust 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 company has been notified of the executor's intention to make a distribution. Where legacies have been notified to the company, or the company 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.

Donated services or facilities are recognised when the company has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the company of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Trustees' 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 company which is the amount the company 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.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

1. ACCOUNTING POLICIES (continued)

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

Charitable activities and Governance costs are costs incurred on the company's operations, including support costs and costs relating to the governance of the company apportioned to charitable activities.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

1.6 Turnover

Turnover comprises revenue recognised by the company in respect of goods and services supplied during the year, exclusive of Value Added Tax and trade discounts.

1.7 Tangible fixed assets and depreciation

All assets costing more than £1,000 are capitalised.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities incorporating income and expenditure account.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Office equipment	-	Written off over 3 years
Computer equipment	-	66% reducing balance - written off in 3 years
Other fixed assets	-	25% straight line

1.8 Interest receivable

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

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

1. ACCOUNTING POLICIES (continued)

1.9 Debtors

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

1.10 Cash at Bank and in hand

Cash at bank and 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.

1.11 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

1.12 Taxation

The company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

1. ACCOUNTING POLICIES (continued)

1.13 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

1.14 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.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

2. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Total income from various charitable activities	224,147	12,000	236,147	467,370
<i>Total 2023</i>	467,370	-	467,370	

3. INVESTMENT INCOME

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Investment income	-	-	-	512
<i>Total 2023</i>	512	-	512	

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

4. ANALYSIS OF GRANTS

	Grants to Institutions 2024 £	Total 2024 £	Total 2023 £
Grants payable to other organisations	24,883	24,883	162,347
<i>Total 2023</i>	<u>162,347</u>	<u>162,347</u>	

5. ANALYSIS OF CHARITABLE EXPENDITURE

	Charitable activities £	Total 2024 £	Total 2023 £
Staff travel and subsistence	2,051	2,051	1,405
General office costs incl rent	18,519	18,519	15,974
Telephone, Internet and fax	3,906	3,906	9,478
Printing, postage and stationery	207	207	939
Equipment, IT and repairs	4,591	4,591	1,078
Insurance	908	908	1,115
Computer/ IT costs	2,478	2,478	1,199
Subscriptions	394	394	701
Training and events	736	736	619
Consultancy	1,066	1,066	1,554
Wages and salaries	170,354	170,354	218,957
National insurance	6,715	6,715	9,326
Pension cost	8,323	8,323	11,505
Depreciation	1,732	1,732	1,732
	<u>221,980</u>	<u>221,980</u>	<u>275,582</u>
<i>Total 2023</i>	<u>275,582</u>	<u>275,582</u>	

6. GOVERNANCE COSTS

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Accountancy/ Legal and Professional fees	3,686	-	3,686	2,856
Legal fees	3,296	-	3,296	-
Bank charges	15	-	15	63
	<u>6,997</u>	<u>-</u>	<u>6,997</u>	<u>2,919</u>

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

7. NET INCOME/(EXPENDITURE)

This is stated after charging:

	2024	2023
	£	£
Depreciation of tangible fixed assets:		
- owned by the charity	1,732	1,732

During the year, no Trustees received any remuneration (2023 - £NIL).

During the year, no Trustees received any benefits in kind (2023 - £NIL).

During the year, no Trustees received any reimbursement of expenses (2023 - £NIL).

8. AUDITORS' REMUNERATION

The Independent Examiner's remuneration amounts to an Independent Examination fee of £ 450 (2023 - £ 400).

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

9. STAFF COSTS

Staff costs were as follows:

	2024	2023
	£	£
Wages and salaries	170,354	218,957
Social security costs	6,715	9,326
Other pension costs	8,323	11,505
	185,392	239,788

The average number of persons employed by the company during the year was as follows:

	2024	2023
	No.	No.
Finance & Volunteer Coordinator	-	1
CVS Administrator	1	1
Community Coordinators (Social Prescribing Link Workers)	8	11
Chief Officer	1	1
	10	14

No employee received remuneration amounting to more than £60,000 in either year.

10. TANGIBLE FIXED ASSETS

	Office equipment £	Computer equipment £	Other fixed assets £	Total £
Cost				
At 1 April 2023 and 31 March 2024	12,148	4,846	20,591	37,585
Depreciation				
At 1 April 2023	10,416	4,846	20,591	35,853
Charge for the year	1,732	-	-	1,732
At 31 March 2024	12,148	4,846	20,591	37,585
Net book value				
At 31 March 2024	-	-	-	-
At 31 March 2023	1,732	-	-	1,732

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

11. DEBTORS

	2024 £	2023 £
Other debtors	11,039	189,079

12. CREDITORS:

Amounts falling due within one year

	2024 £	2023 £
Trade creditors	1,192	-
Other taxation and social security	8,705	10,747
Accruals and deferred income	12,318	40,450
	22,215	51,197

13. STATEMENT OF FUNDS

STATEMENT OF FUNDS - CURRENT YEAR

	Balance at 1 April 2023 £	Income £	Expenditure £	Balance at 31 March 2024 £
Designated funds				
Designated Funds	92,407	-	-	92,407
General funds				
General Funds	119,262	224,147	(239,684)	103,725
Total Unrestricted funds	211,669	224,147	(239,684)	196,132
Restricted funds				
ELCCG	2,176	-	(2,176)	-
Lottery	-	10,000	(10,000)	-
Eric Wright	-	2,000	(2,000)	-
	2,176	12,000	(14,176)	-
Total of funds	213,845	236,147	(253,860)	196,132

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

13. STATEMENT OF FUNDS (continued)

STATEMENT OF FUNDS - PRIOR YEAR

	<i>Balance at 1 April 2022 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Balance at 31 March 2023 £</i>
Designated Funds	92,407	-	-	92,407
General Funds	75,089	423,400	(379,227)	119,262
Restricted funds				
ELCCG	19,315	44,482	(61,621)	2,176
Total of funds	186,811	467,882	(440,848)	213,845

SUMMARY OF FUNDS - CURRENT YEAR

	Balance at 1 April 2023 £	Income £	Expenditure £	Balance at 31 March 2024 £
Designated funds	92,407	-	-	92,407
General funds	119,262	224,147	(239,684)	103,725
	211,669	224,147	(239,684)	196,132
Restricted funds	2,176	12,000	(14,176)	-
	213,845	236,147	(253,860)	196,132

SUMMARY OF FUNDS - PRIOR YEAR

	<i>Balance at 1 April 2022 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Balance at 31 March 2023 £</i>
Designated funds	92,407	-	-	92,407
General funds	75,089	423,400	(379,227)	119,262
	167,496	423,400	(379,227)	211,669
Restricted funds	19,315	44,482	(61,621)	2,176
	186,811	467,882	(440,848)	213,845

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

13. STATEMENT OF FUNDS (continued)

Designated Funds

The Designated Fund is set aside for three specific purposes;

1. Capital Fund (£10,000)
2. Redundancy Contingency (£24,758)
3. Contingency Fund (£50,000)
4. IT Upgrade (£7,649)

Restricted Funds

A definition of each restricted fund is explained below;

East Lancashire Clinical Commissioning Grants - A small grants scheme facilitated by the CVS to support new projects around GP Social prescribing in the Hyndburn and Ribblesdale Areas.

Eric Wright - This was funding received for various organisations based on the small grant programme. .

Big Lottery Fund - This funding provides enhanced opportunities for those that HRV CVS support through the social prescribers scheme and also those individuals that are not supported.

14. ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £
Current assets	218,347	-	218,347
Creditors due within one year	(22,215)	-	(22,215)
	<u>196,132</u>	<u>-</u>	<u>196,132</u>

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £
Tangible fixed assets	1,732	-	1,732
Current assets	261,134	2,176	263,310
Creditors due within one year	(51,197)	-	(51,197)
	<u>211,669</u>	<u>2,176</u>	<u>213,845</u>

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

15. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2024 £	2023 £
Net (expenditure)/income for the year (as per Statement of Financial Activities)	(17,713)	27,034
Adjustment for:		
Depreciation charges	1,732	1,732
Decrease/(increase) in debtors	178,040	(180,803)
(Decrease)/increase in creditors	(28,982)	46,689
Net cash provided by/(used in) operating activities	133,077	(105,348)

16. ANALYSIS OF CASH AND CASH EQUIVALENTS

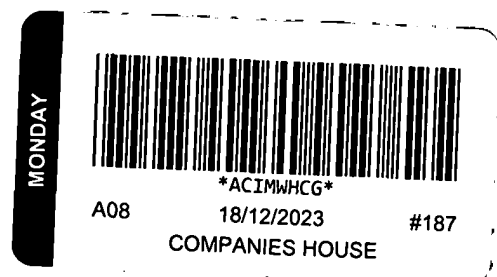
	2024 £	2023 £
Cash in hand	207,308	74,231
Total	207,308	74,231

Accounts

Registered number: 3530868
Charity number: 1070612

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023



HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE (A company limited by guarantee)
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HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE (A company limited by guarantee)
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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2023**

Trustees

Tony Cox, Trustee (deceased 1 June 2023)
Zulekha Dala, Trustee
Judith Addison, Trustee
Allan Clements, Trustee
Kimberley Whitehead, Trustee (resigned 11 January 2023)

Company registered number

3530868

Charity registered number

1070612

Registered office

Suite 15 The Chambers, Town Hall Square, Great Harwood, Lancashire, BB6 7DD

Principal operating office

Suite 15 The Chambers, Town Hall Square, Great Harwood, Lancashire, BB6 7DD

Local authority representatives

Richard Newmark - Ribble Valley Borough Council
Zak Kahn- Hyndburn Borough Council
Rupert Swarbrick - Lancashire County Council

Accountants

CW Accountants Limited, 30 Brotherston Drive, Blackburn, Lancashire, BB2 4FJ

Bankers

CAF Bank Limited, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ

The Co-Operative Bank, PO Box 250, Skelmersdale, WN8 6WT

Solicitors

Backhouse Jones Solicitors, The Printworks, Hey Road, Clitheroe, BB7 9WD

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2023

The Trustees present their annual report together with the financial statements of the company for the 1 April 2022 to 31 March 2023. The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)

Since the company qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

Objectives and Activities

a. POLICIES AND OBJECTIVES

'To promote any charitable purpose for the benefit of the community in the local government districts of Hyndburn and Ribble Valley and surrounding districts and, in particular the advancement of education, the protection of health and relief of poverty, distress and sickness, and in furtherance of the said purpose, but not further or otherwise, to promote and organise cooperation in the achievement of the same and to that end bring together council representatives of the voluntary and statutory authorities within the area of benefit.'

b. ACTIVITIES FOR ACHIEVING OBJECTIVES

Hyndburn and Ribble Valley Council for Voluntary Service (HRVCVS) is an umbrella organisation that exists to support and develop the community and voluntary sector in Hyndburn and Ribble Valley and surrounding districts. Our work also has a wider impact by sharing skills and working in partnership with other Voluntary, Community and Faith Sector (VCFS) organisations and with the public sector, including Lancashire County Council, Hyndburn Borough Council, Ribble Valley Council, NHS East Lancashire Integrated Care Board and three Primary Care Networks – Hyndburn Rural, Hyndburn Central and Ribblesdale. (The arrangements with Hyndburn Central ceased at the end of June 2023.)

All activities this year were planned, developed, and implemented with strong regard to the public benefits to the people and organisations that we serve.

The Public Benefits of HRVCVS have responded to the changing need of our beneficiaries and to the third sector, this has been both proactive and reactive as organisations within the third sector are under increasing pressure to deliver more activities for less funding. The overall objective is to support and strengthen the sustainability, independence, and ability of the VCFS to deliver services and activities that support individuals and communities in Hyndburn and Ribble Valley and the surrounding areas. This objective has been fully met via a range of activities and interventions that have demonstrated our commitment to support the third sector.

In all activities the trustees have had due regard to the guidance published by the Charity Commission regarding public benefit and this has informed our business plan and future strategies, including assessment of risks, and ensuring that new projects, activities and services are aligned to the charities aims and purpose of being.

c. VOLUNTEERS

Volunteering

We continue to develop volunteering in Hyndburn and Ribble Valley, through volunteering brokerage. Working with Voluntary Sector groups to generate volunteer vacancies alongside supporting potential volunteers and helping them to find suitable placements.

Use of volunteers

The role of volunteers is important to us. We use a digital platform called Better Impact to ensure each Volunteer

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2023

has their journey recorded and value can be added to their role and the opportunities available. Each volunteer we engage has a role description and has ongoing support from a member of staff. The Charity's trustees are also volunteers, giving their time and expertise freely to offer governance and support to the charity; their contribution is essential.

We have ensured that for each task we have completed a risk assessment, working with our insurers to make sure that the volunteers are included in our cover. Safeguarding training is available to all volunteers and DBS checks are performed where necessary.

Achievements and performance

a. REVIEW OF ACTIVITIES

We currently operate out of two bases – one in Great Harwood at the Chambers within the Old Town Hall and one in the Centre of Clitheroe which is The Hub adjoining Trinity Church.

Social Prescribing, volunteering, administering small grants for voluntary groups, supporting community, voluntary and faith sector organisations, providing networks and forums and being a representative voice for the Voluntary Faith and Community Sector within Hyndburn and the Ribble Valley continue to be the priorities for HRV CVS.

Activities and Projects

Core services and project Management

The charity currently receives core funding via a grant agreement with East Lancashire NHS Integrated Care Board and uses earned income via management project fees and by undertaking some paid work to underpin our main functions of a CVS which is broadly divided into four areas:

Information and advice

We provide information and advice on all aspects of setting up and running a voluntary group, including guidance on funding and fundraising activities, legal, financial and policy advice and managing projects. We also provide a wide range of information and advice on issues of good practice in supporting volunteers and volunteering.

Development Work

We work with a diversity of new and existing groups to help them develop new projects and expand or improve their services and activities to meet local need. The development work also involves facilitating and encouraging joint projects and activities between different organisations including statutory and private. Development work is delivered as a combination of core activity and project work and is an area we continuously progress. The Chief Officer sits on the Steering Group for the Hyndburn Way and HRV CVS are actively seeking to position themselves as the facilitator of The Hyndburn Way (a collaborative of voluntary and statutory partners across Hyndburn) in the future.

Liaison and Representation

We organise local events, forums, meetings, and conferences so that groups can get together to network, gather information, improve communication channels, share good practice, discuss issues of concern and work to address gaps in service or better use of resources. The facilitation of these forums and meetings also encourages groups to work together to develop potential new or improved services and avoid duplication.

HRV CVS also represent the voluntary, community and faith sector at various local and regional events, strategic boards and partnerships; this strategic representation is an important area of work that is expanding so that the sector can be engaged in local decision making and respond to the challenging times and the impact of public sector funding cuts, especially around the Clinical Commissioning Agenda for Pennine Lancashire.

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2023

Support

We support individuals wishing to volunteer, and organisations that use volunteers. In addition to this we support statutory and public services in several initiatives and services.

Social prescribing

During this year we saw our social prescribing team work both within GP practice and out in the Community.

In this time our team assisted people in the following ways.

Through Social Prescribing non-medical interventions

Supporting Groups

Administering Small Grant Programmes

Brokering Volunteering

Hosting Networks, Events and Forums

Delivering a Voice for East Lancashire's VCF Sector

b. ACHIEVEMENTS AND PERFORMANCE

On December 16 2022 our bankers (CAF) closed the charities bank account and issued a cheque for the balance in the account. CAF closed the account because information about Trustees had not been provided to them by a member of staff. This member of staff has since left the charity. It took several weeks for the charity to set up a new bank account but with support from Community CVS Blackburn and the board of Trustees the charity continued to operate until the new bank account was opened on 8 February 2023. The Trustee Board viewed this as a serious incident and reported it to the Charity Commission. Incident No. 582990. Actions have been taken to prevent a recurrence by outsourcing key elements of Finance and payroll to Carter Clear Accounting.

The Charity has performed well in the face of continued uncertainty and change; there have been many notable achievements in all areas of the charity's work.

- We supported 660 individuals alongside over 400 member organisations between April 2022 and March 2023.
- Of these 416 had in depth support
- We helped 44 volunteers to find new opportunities through the collaborative Volunteer Hub
- We facilitated 6 different forums to bring the VCFS together on matters of interest
- We attended 19 different forums and events to represent the sector
- We continue to enjoy positive relationships with Local Authorities, The Primary Care Networks and the East Lancashire Integrated Care Board.
- We have continued to utilise our Facebook and Twitter accounts alongside our website

c. GRANT POLICY

HRV CVS often facilitates or manages grant schemes. We manage a scheme on behalf of the Eric Wright Trust which aims to support small community groups. We also manage a social prescribing grant for small voluntary organisations on behalf of the East Lancashire Integrated Care Board, who also asked us to manage a non-recurrent public health funding pot, which we did alongside The Hyndburn Way.

At all times we aim to be fair and transparent at all levels and ensure that correct procedures are in place whatever our role.

We have built up strong and positive links with a range of funders and we are able to promote a range of grants in partnership with grant making organisations and trusts.

Our group support officer meets with groups around funding to enable them to become sustainable in delivering their services in the communities of Hyndburn and Ribble Valley

Financial review

a. GOING CONCERN

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2023

After making appropriate enquiries, the trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

b. REVIEW

The Trustees receive written and verbal financial information quarterly at the board meetings and are able to have a clear picture regarding the income and expenditure of the charity over that quarter and also the longer term forecast. This enables the Trustees to regularly review the financial situation of the charity and make informed decisions regarding the staffing, expenditure and other strategic decisions to secure the sustainability and wellbeing of the charity; when necessary, a finance and staffing sub-group is arranged to resolve a problem or give more time to making decisions.

c. INVESTMENT POLICY AND OBJECTIVES

The Charity invested funds into the CAF Gold deposit account until its closure and plans to open a new deposit account with Co-Op banking.

d. RESERVES POLICY

The Management Committee has considered the charity's requirements for reserves in the light of the main risks to the organisation.

The trustees having taken account of minimum staffing levels and overheads estimate that currently at least £270,000 per year is needed to provide an effective service as H&RV CVS.

The minimum annual expenditure required will be recalculated each year.

It has been resolved that the organisation should have at least a third of this amount (equivalent to four months or £90,000) in reserve. Unrestricted designated reserves at 31st March 2023 totalled £92,407 and are considered to be sufficient. We maintain a redundancy reserve which is adjusted annually to ensure that we will always be able to meet this obligation.

How expenditure has supported key objectives

All expenditure can be qualified as supporting the key objectives of the charity, all potential activity expenditure, especially core, is carefully analysed to ensure that it will bring a benefit to the VCFS or individuals supported by the charity.

The main projects that the charity delivers have a set of milestones and targets that are set against a budget; this expenditure is managed by the Chief Officer who has strategic responsibility to ensure that the monies awarded are used on the agreed activities.

Structure, governance and management

a. CONSTITUTION

The company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 02/07/1998.

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2023

The company is constituted under a Memorandum of Association dated 02/07/1998 and is a registered charity number 1070612.

b. 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.

Trustee selection methods

Trustees are elected from our membership, there is a three year rotation of trustees standing down to create vacancies, but these Trustees are able to stand again if they wish.

Nomination forms are delivered to all membership organisations for them to nominate a person to stand as a trustee, if there are more nominations than places then a simple vote takes place at the AGM to elect trustees into the positions.

Where there are vacancies mid term or following the AGM our members are informed of the vacancies and asked for nominations, however if the organisation is looking for particular skills or knowledge to enhance the role of the board of trustees then individuals from member organisation can be approached.

New trustees who join the board mid term stand down to enable them to be elected in the formal process at the following AGM.

There still continues to be vacancies on the board of trustees throughout the year, this is a common problem in the sector at the moment, but it is hoped increased membership over this financial year and as we go into 2023-2024 will encourage more nominations at the next AGM.

Induction and training of Trustees.

This year we have continued to implement good practice around the recruitment, induction and support of our Trustees in line with the guidance from the Charity Commission This includes the formal acceptance of the roles and responsibilities of trustees and a full introduction to the CVS, All new and existing trustees are asked to complete a skills audit; which highlights areas of strength and weakness so that any training or capacity building can be included in training for trustees.

c. ORGANISATIONAL STRUCTURE AND DECISION MAKING

The charity is governed by a board of Trustees who are elected from the charities VCFS membership and meet at least quarterly to discuss charity and company business.

There are 12 places on the board of trustees plus places for each of the three local authorities to nominate a representative. All Trustees have an equal vote but the local authority representatives do not have a formal vote as they are not required to become company directors or formal trustees of the charity

Day to day management of the charity is the responsibility of the Chief Officer who reports directly to the board of Trustees.

The Chief Officer is responsible for the line management of all members of the staff who are in turn responsible for the line management of volunteers and the day to day operation of the project.
The Chairman line manages the Chief Officer.

The Chief Officer drafts a report on the activities and progress of the H&RV CVS and it's projects which are

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2023

presented at the quarterly trustee board meetings. Staff are also occasionally invited to these meetings to give a verbal report on their work.

There is also a standing agenda item at all staff meetings 'items for the board' which allows any matter to be raised and taken to the board for discussion and decision.

The Chief Officer also presents a managerial report on all areas of activities and the financial reports are presented by the finance officer.

Governance and strategic decisions are made by the board of trustees based on this information enabling them to make informed choices regarding the direction of the charity and implementing any changes needed to secure its future

d. RELATED PARTY RELATIONSHIPS

HRVCVS works within its charitable objectives to support a number of local, regional and national objectives. As an organisation we are working with statutory organisations to improve the lives of local people and communities, for example East Lancashire Integrated Care Board, NHS Lancashire and Cumbria, both local authorities, as well as a number of strategic partnerships and networks.

The HRVCVS Board of Trustees is also actively involved in various organisations that strengthen the skills and knowledge available to the HRVCVS and allow closer partnership working and mutual benefits that benefit the sector.

Each of the Lancashire CVS's Senior Managers has a Governing role within the Lancashire Association CVS Company (LACVS) which is owned equally by all of the six CVS's in Lancashire and is able to tender or apply for regional or sub-regional grants or contracts and represent the sector (company number 6402216).

e. RISK MANAGEMENT

A review of all major risks to which the charity is exposed has been conducted. A risk assessment document has been established and is updated at least annually and reported to the Trustees. Where appropriate, systems procedures have been established to mitigate risks the charity faces.

In addition to this the staff meet regularly to take advantage of any funding opportunity and development of future projects or services and in line with best practice consider risk as well as advantages in proceeding with a new project or service.

Internal control risks are minimised by implementation of procedures for authorisation of all transactions and projects.

Procedures are in place to ensure compliance with health and safety of staff, volunteers, trustees and visitors to the offices.

All new employees are given induction into health and safety and health and safety training is available.

Plans for future periods

a. FUTURE DEVELOPMENTS

The board of Trustees are vigilant in safeguarding the future of our organisation and meet regularly to assess the

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2023

current situation and are quite prepared to make difficult decisions if required.

A risk assessment review document is updated annually and reported to the trustees accordingly.

We are confident that we will safeguard and maintain our presence as a respected CVS and continue to push forward with new projects and new initiatives.

The charity has built up an excellent reputation and is well known for delivering good projects, on time, on budget and exceeding expectations, this will stand us in good stead for the future.

We will continue to deliver the well-respected East Lancashire Integrated Care Board Social Proscribing Scheme within our localities which runs well with PCN partners and the distribution of a local community grant scheme supporting many very worthwhile projects.

This report was approved by the Trustees, on 12/12/2023 and signed on their behalf by:

Trustee

Allan D. Clements

Trustee

ALLAN CLEMENTS

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
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**TRUSTEES' RESPONSIBILITIES STATEMENT
FOR THE YEAR ENDED 31 MARCH 2023**

The Trustees (who are also directors of Hyndburn and Ribble Valley Council for Voluntary Service for the purposes of company law) are responsible for preparing the Trustees' 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 Trustees to prepare financial statements for each financial year. 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 incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP;
- 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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.

The Trustees are 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.

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
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**INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 MARCH 2023**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HYNDBURN AND RIBBLE VALLEY
COUNCIL FOR VOLUNTARY SERVICE (the 'company')**

I report to the charity Trustees on my examination of the accounts of the company for the year ended 31 March 2023.

This report is made solely to the company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's Trustees as a body, for my work or for this report.

RESPONSIBILITIES AND BASIS OF REPORT

As the Trustees of the company (and 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 the company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

INDEPENDENT EXAMINER'S STATEMENT

Since 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 Association of Chartered Certified Accountants, which is one of the listed bodies.

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

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

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

Signed:



Dated:

12/12/2023

Courtney Wright FCCA

CW Accountants Limited, The Boulevard Centre, Blackburn, Lancashire, BB1 1EZ

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2023**

	Note	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
INCOME FROM:					
Charitable activities	2	422,888	44,482	467,370	383,609
Trading activities		-	-	-	90
Investment income	3	512	-	512	39
TOTAL INCOME		423,400	44,482	467,882	383,738
EXPENDITURE ON:					
Charitable activities	6	379,227	61,621	440,848	404,016
TOTAL EXPENDITURE		379,227	61,621	440,848	404,016
NET INCOME / (EXPENDITURE) BEFORE OTHER RECOGNISED GAINS AND LOSSES		44,173	(17,139)	27,034	(20,278)
NET MOVEMENT IN FUNDS		44,173	(17,139)	27,034	(20,278)
RECONCILIATION OF FUNDS:					
Total funds brought forward		167,496	19,315	186,811	207,089
TOTAL FUNDS CARRIED FORWARD		211,669	2,176	213,845	186,811

The notes on pages 14 to 25 form part of these financial statements.

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE

(A company limited by guarantee)

REGISTERED NUMBER: 3530868

**BALANCE SHEET
AS AT 31 MARCH 2023**

	Note	£	2023 £	£	2022 £
FIXED ASSETS					
Tangible assets	10		1,732		3,464
CURRENT ASSETS					
Debtors	11	189,079		8,276	
Cash at bank and in hand		74,231		179,579	
		<u>263,310</u>		<u>187,855</u>	
CREDITORS: amounts falling due within one year	12	(51,197)		(4,508)	
NET CURRENT ASSETS			<u>212,113</u>		<u>183,347</u>
NET ASSETS			<u>213,845</u>		<u>186,811</u>
CHARITY FUNDS					
Restricted funds	13		2,176		19,315
Unrestricted funds	13		211,669		167,496
TOTAL FUNDS			<u>213,845</u>		<u>186,811</u>

The company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The Trustees consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Act.

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 financial statements were approved and authorised for issue by the Trustees on 12/12/2023 and signed on their behalf, by:

Trustee

Allan D. Clements

Trustee

ALLAN CLEMENTS

The notes on pages 14 to 25 form part of these financial statements.

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
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**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2023**

	Note	2023 £	2022 £
Cash flows from operating activities			
Net cash used in operating activities	15	(105,348)	(24,614)
Cash flows from investing activities:			
Purchase of tangible fixed assets		-	(5,196)
Net cash used in investing activities		-	(5,196)
Change in cash and cash equivalents in the year		(105,348)	(29,810)
Cash and cash equivalents brought forward		179,579	209,389
Cash and cash equivalents carried forward	16	74,231	179,579

The notes on pages 14 to 25 form part of these financial statements.

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE (A company limited by guarantee)
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

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) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Hyndburn and Ribble Valley Council for Voluntary Service meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

1.2 Reconciliation with previous Generally Accepted Accounting Practice

In preparing these accounts, the Trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required.

No restatements were required.

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.

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

1. ACCOUNTING POLICIES (continued)

1.4 Income

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which either: the company is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust 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 company has been notified of the executor's intention to make a distribution. Where legacies have been notified to the company, or the company 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.

Donated services or facilities are recognised when the company has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the company of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Trustees' 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 company which is the amount the company 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.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

1. ACCOUNTING POLICIES (continued)

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

Charitable activities and Governance costs are costs incurred on the company's operations, including support costs and costs relating to the governance of the company apportioned to charitable activities.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

1.6 Turnover

Turnover comprises revenue recognised by the company in respect of goods and services supplied during the year, exclusive of Value Added Tax and trade discounts.

1.7 Tangible fixed assets and depreciation

All assets costing more than £1,000 are capitalised.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities incorporating income and expenditure account.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Office equipment	-	Written off over 3 years
Computer equipment	-	66% reducing balance - written off in 3 years
Other fixed assets	-	25% straight line

1.8 Interest receivable

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

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE (A company limited by guarantee)
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

1. ACCOUNTING POLICIES (continued)

1.9 Debtors

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

1.10 Cash at Bank and in hand

Cash at bank and 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.

1.11 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

1.12 Taxation

The company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

1. ACCOUNTING POLICIES (continued)

1.13 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

1.14 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.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

2. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Total income from various charitable activities	422,888	44,482	467,370	383,609
<i>Total 2022</i>	383,609	-	383,609	

3. INVESTMENT INCOME

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Investment income	512	-	512	39
<i>Total 2022</i>	39	-	39	

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

4. ANALYSIS OF GRANTS

	Grants to Institutions 2023 £	Total 2023 £	Total 2022 £
Grants payable to other organisations	162,347	162,347	59,539
<i>Total 2022</i>	<i>59,539</i>	<i>59,539</i>	

5. ANALYSIS OF CHARITABLE EXPENDITURE

	Charitable activities £	Total 2023 £	Total 2022 £
Staff travel and subsistence	1,405	1,405	1,474
General office costs incl rent	15,974	15,974	16,451
Telephone, Internet and fax	9,478	9,478	6,097
Printing, postage and stationery	939	939	2,218
Equipment and repairs	1,078	1,078	7,076
Insurance	1,115	1,115	757
Computer/ IT costs	1,199	1,199	4,240
Subscriptions	701	701	3,286
Training and events	619	619	-
Consultancy	1,554	1,554	-
Volunteer expenses	-	-	8,396
Wages and salaries	218,957	218,957	259,605
National insurance	9,326	9,326	11,701
Pension cost	11,505	11,505	18,938
Depreciation	1,732	1,732	1,732
	275,582	275,582	341,971
<i>Total 2022</i>	<i>341,971</i>	<i>341,971</i>	

6. GOVERNANCE COSTS

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Accountancy/ Legal and Professional fees	2,856	-	2,856	2,458
Bank charges	63	-	63	48
	2,919	-	2,919	2,506

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

7. NET INCOME/(EXPENDITURE)

This is stated after charging:

	2023	2022
	£	£
Depreciation of tangible fixed assets:		
- owned by the charity	1,732	1,732

During the year, no Trustees received any remuneration (2022 - £NIL).

During the year, no Trustees received any benefits in kind (2022 - £NIL).

During the year, no Trustees received any reimbursement of expenses (2022 - £NIL).

8. AUDITORS' REMUNERATION

The Independent Examiner's remuneration amounts to an Independent Examination fee of £ 450 (2022 - £ 400).

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

9. STAFF COSTS

Staff costs were as follows:

	2023 £	2022 £
Wages and salaries	218,957	259,605
Social security costs	9,326	11,701
Other pension costs	11,505	18,938
	<u>239,788</u>	<u>290,244</u>

The average number of persons employed by the company during the year was as follows:

	2023 No.	2022 No.
Finance & Volunteer Coordinator	1	1
CVS Administrator	1	1
Community Coordinators (Social Prescribing Link Workers)	11	10
Chief Officer	1	1
	<u>14</u>	<u>13</u>

No employee received remuneration amounting to more than £60,000 in either year.

10. TANGIBLE FIXED ASSETS

	Office equipment £	Computer equipment £	Other fixed assets £	Total £
Cost				
At 1 April 2022 and 31 March 2023	12,148	4,846	20,591	37,585
Depreciation				
At 1 April 2022	8,684	4,846	20,591	34,121
Charge for the year	1,732	-	-	1,732
At 31 March 2023	10,416	4,846	20,591	35,853
Net book value				
At 31 March 2023	1,732	-	-	1,732
At 31 March 2022	3,464	-	-	3,464

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

11. DEBTORS

	2023 £	2022 £
Other debtors	189,079	8,000
Prepayments and accrued income	-	276
	<u>189,079</u>	<u>8,276</u>

12. CREDITORS:

Amounts falling due within one year

	2023 £	2022 £
Other taxation and social security	10,747	4,108
Accruals and deferred income	40,450	400
	<u>51,197</u>	<u>4,508</u>

13. STATEMENT OF FUNDS

STATEMENT OF FUNDS - CURRENT YEAR

	Balance at 1 April 2022 £	Income £	Expenditure £	Balance at 31 March 2023 £
Designated funds				
Designated Funds	92,407	-	-	92,407
General funds				
General Funds	75,089	423,400	(379,227)	119,262
Total Unrestricted funds	<u>167,496</u>	<u>423,400</u>	<u>(379,227)</u>	<u>211,669</u>
Restricted funds				
ELCCG	19,315	44,482	(61,621)	2,176
Total of funds	<u>186,811</u>	<u>467,882</u>	<u>(440,848)</u>	<u>213,845</u>

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

13. STATEMENT OF FUNDS (continued)

STATEMENT OF FUNDS - PRIOR YEAR

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2022 £
Designated Funds	65,733	-	-	26,674	92,407
General Funds	108,904	22,514	(29,655)	(26,674)	75,089
Restricted funds					
ELCCG	11,423	172,332	(164,440)	-	19,315
PCN	-	165,966	(165,966)	-	-
LACVS	-	7,064	(7,064)	-	-
Eric Wright	1,221	-	(1,221)	-	-
Hyndburn	7,143	-	(7,143)	-	-
BWD CVS	-	7,587	(7,587)	-	-
Big Lottery Fund	12,665	-	(12,665)	-	-
Active Lancashire	-	8,275	(8,275)	-	-
	32,452	361,224	(374,361)	-	19,315

SUMMARY OF FUNDS - CURRENT YEAR

	Balance at 1 April 2022 £	Income £	Expenditure £	Balance at 31 March 2023 £
Designated funds	92,407	-	-	92,407
General funds	75,089	423,400	(379,227)	119,262
	167,496	423,400	(379,227)	211,669
Restricted funds	19,315	44,482	(61,621)	2,176
	186,811	467,882	(440,848)	213,845

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

13. STATEMENT OF FUNDS (continued)

SUMMARY OF FUNDS - PRIOR YEAR

	<i>Balance at 1 April 2021</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers in/out</i>	<i>Balance at 31 March 2022</i>
	£	£	£	£	£
Designated funds	65,733	-	-	26,674	92,407
General funds	108,904	22,514	(29,655)	(26,674)	75,089
	<u>174,637</u>	<u>22,514</u>	<u>(29,655)</u>	<u>-</u>	<u>167,496</u>
Restricted funds	32,452	361,224	(374,361)	-	19,315
	<u>207,089</u>	<u>383,738</u>	<u>(404,016)</u>	<u>-</u>	<u>186,811</u>

Designated Funds

The Designated Fund is set aside for three specific purposes;

1. Capital Fund (£10,000)
2. Redundancy Contingency (£24,758)
3. Contingency Fund (£50,000)
4. IT Upgrade (£7,649)

Restricted Funds

A definition of each restricted fund is explained below;

East Lancashire Clinical Commissioning Grants - A small grants scheme facilitated by the CVS to support new projects around GP Social prescribing in the Hyndburn and Ribblesdale Areas.

Eric Wright - This was funding received for various organisations based on the small grant programme.

Hyndburn - This is an enhanced, localised fund.

Community Foundation - Fund relating to COVID

Albert Hunt - Fund relating to COVID

Big Lottery Fund - This funding provides enhanced opportunities for those that HRV CVS support through the social prescribers scheme and also those individuals that are not supported.

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

14. ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £
Tangible fixed assets	1,732	-	1,732
Current assets	261,134	2,176	263,310
Creditors due within one year	(51,197)	-	(51,197)
	<u>211,669</u>	<u>2,176</u>	<u>213,845</u>

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £
Tangible fixed assets	3,464	-	3,464
Current assets	168,540	19,315	187,855
Creditors due within one year	(4,508)	-	(4,508)
	<u>167,496</u>	<u>19,315</u>	<u>186,811</u>

15. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2023 £	2022 £
Net income/(expenditure) for the year (as per Statement of Financial Activities)	27,034	(20,278)
Adjustment for:		
Depreciation charges	1,732	1,732
Increase in debtors	(180,803)	(8,071)
Increase in creditors	46,689	2,003
Net cash used in operating activities	<u>(105,348)</u>	<u>(24,614)</u>

16. ANALYSIS OF CASH AND CASH EQUIVALENTS

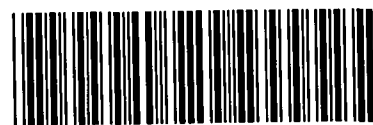
	2023 £	2022 £
Cash in hand	74,231	179,579
Total	<u>74,231</u>	<u>179,579</u>

Accounts

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

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HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

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HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2022

Trustees

Tony Cox, Trustee
Zulekha Dala, Trustee
Judith Addison, Trustee
Allan Clements, Trustee
Kimberley Whitehead, Trustee (appointed 1 July 2021)

Company registered number

3530868

Charity registered number

1070612

Registered office

Suite 15 The Chambers, Town Hall Square, Great Harwood, Lancashire, BB6 7DD

Principal operating office

Suite 15 The Chambers, Town Hall Square, Great Harwood, Lancashire, BB6 7DD

Local authority representatives

Glen Harrison - Hyndburn Borough Council - Retired 06/05/2021
Ian Brown - Lancashire County Council - Retired 06/05/2021
Richard Newmark - Ribble Valley Borough Council
Melissa Fisher - Hyndburn Borough Council
Rupert Swarbrick - Lancashire County Council

Accountants

CW Accountants Limited, 30 Brotherston Drive, Blackburn, Lancashire, BB2 4FJ

Bankers

CAF Bank Limited, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ

Solicitors

David Acklam, Acklam Bond Noor, Equity Chambers, 10 - 12 St James Street, Accrington, BB5 1LY

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2022

The Trustees present their annual report together with the financial statements of the company for the 1 April 2021 to 31 March 2022. The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), 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) as amended by Update Bulletin 1 (effective 1 January 2015).

Since the company qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

Objectives and Activities

a. POLICIES AND OBJECTIVES

'To promote any charitable purpose for the benefit of the community in the local government districts of Hyndburn and Ribble Valley and surrounding districts and, in particular the advancement of education, the protection of health and relief of poverty, distress and sickness, and in furtherance of the said purpose, but not further or otherwise, to promote and organise cooperation in the achievement of the same and to that end bring together council representatives of the voluntary and statutory authorities within the area of benefit.'

b. ACTIVITIES FOR ACHIEVING OBJECTIVES

Hyndburn and Ribble Valley Council for Voluntary Service (HRVCVS) is an umbrella organisation that exists to support and develop the community and voluntary sector in Hyndburn and Ribble Valley and surrounding districts. Our work also has a wider impact by sharing skills and working in partnership with other Voluntary, Community and Faith Sector (VCFS) organisations and with the public sector, including Lancashire County Council, Hyndburn Borough Council, Ribble Valley Council, NHS East Lancashire Clinical Commissioning Group and the three local Primary Care Networks.

All activities this year were planned, developed, and implemented with strong regard to the public benefits to the people and organisations that we serve.

The Public Benefits of HRVCVS have responded to the changing need of our beneficiaries and to the third sector, this has been both proactive and reactive as organisations within the third sector are under increasing pressure to deliver more activities for less funding. The overall objective is to support and strengthen the sustainability, independence, and ability of the VCFS to deliver services and activities that support individuals and communities in Hyndburn and Ribble Valley and the surrounding areas. This objective has been fully met via a range of activities and interventions that have demonstrated our commitment to support the third sector.

COVID has had a major impact on all our lives and HRVCVS has been no different in this respect the organisation having to adjust to the pandemic and the enormous changes that it has brought about. The Trustees are particularly pleased that HRCVS has adapted well particularly by working closely and cooperatively with other groups working within the community to minimize the impact of COVID and provide support to our colleagues, friends and neighbours in the Ribble Valley and Hyndburn Districts.

In all activities the trustees have had due regard to the guidance published by the Charity Commission regarding public benefit and this has informed our business plan and future strategies, including assessment of risks, and ensuring that new projects, activities and services are aligned to the charities aims and purpose of being.

c. VOLUNTEERS

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2022

Volunteering

We continue to develop volunteering in Hyndburn and Ribble Valley.

We also have the help of several volunteers. Volunteering activities include brokerage, working with Voluntary Sector groups to generate volunteer vacancies, and interviewing potential volunteers, before helping them to find suitable placements.

Use of volunteers

The role of volunteers is important to us. This year there has been numerous volunteer roles working on Covid response via the Hyndburn Hub jointly organised by Hyndburn Borough Council working with local voluntary sector partners. Each volunteer we engage has a role description and has ongoing support from a member of staff. The Charity's trustees are also volunteers, giving their time and expertise freely to offer governance and support to the charity; their contribution is essential.

We have ensured that for each task we have completed a risk assessment, working with our insurers to make sure that the volunteers were covered.

Achievements and performance

a. REVIEW OF ACTIVITIES

Activities and Projects

Core services and project Management

The charity currently receives core funding via a service level agreement with East Lancashire NHS Clinical Commissioning Group and uses earned income via management project fees and by undertaking some paid work to underpin our main functions of a CVS which is broadly divided into four areas:

Information and advice

We provide information and advice on all aspects of setting up and running a voluntary group, including guidance on funding and fundraising activities, legal, financial and policy advice and managing projects. We also provide a wide range of information and advice on issues of good practice in supporting volunteers and volunteering.

Development Work

We work with a diversity of new and existing groups to help them develop new projects and expand or improve their services and activities to meet local need. The development work also involves facilitating and encouraging joint projects and activities between different organisations including statutory and private. Development work is delivered as a combination of core activity and project work and is one of the areas we are seeking to develop further.

Liaison and Representation

We organise local events, forums, meetings, and conferences so that groups can get together to network, gather information, improve communication channels, share good practice, discuss issues of concern and work to address gaps in service or better use of resources. The facilitation of these forums and meetings also encourages groups to work together to develop potential new or improved services and avoid duplication.

HRVCVS also represent the voluntary, community and faith sector at various local and regional events, strategic boards and partnerships; this strategic representation is an important area of work that is expanding so that the sector can be engaged in local decision making and respond to the challenging times and the impact of public sector funding cuts, especially around the Clinical Commissioning Agenda for Pennine Lancashire.

Support

We support individuals wishing to volunteer, and organisations that use volunteers. In addition to this we support statutory and public services in several initiatives and services.

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2022

Social prescribing

During this year we saw our social prescribing team make huge adaptations to meet the need of the community. During the recovery phase of the pandemic, normal support was resumed for those who struggle to access services and groups. We also continued supporting the more complex needs of those affected by the pandemic, with an uptake in referrals made through to foodbanks and financial and advice services.

In this time our team assisted people in the following ways.

Number of contacts made 5,473

on behalf of 538 Social Prescribing clients

b. ACHIEVEMENTS AND PERFORMANCE

The Charity has performed well in the face of continued uncertainty and change; there have been many notable achievements in all areas of the charity's work.

- We supported over 538 individuals alongside over 80 member organisations between April 2021 and March 2022.
- Of these over 300 had in depth support
- We helped 90 volunteers to find new opportunities through the collaborative Volunteer Hub
- We facilitated 6 different forums to bring the VCFS together on matters of interest
- We attended 24 different forums and events to represent the sector
- We continue to build up good relationships with local authorities and the East Lancashire Clinical Commissioning Group.
- We have continued to improve our Facebook and Twitter accounts alongside developing our website

c. GRANT POLICY

H&RV CVS often facilitates or manages grant schemes. We manage a scheme on behalf of the Eric Wright Trust which aims to support small community groups and were also asked to manage a social prescribing grant for small voluntary organisations on behalf of the East Lancashire Clinical Commissioning Group.

At all times we aim to be fair and transparent at all levels and ensure that correct procedures are in place whatever our role.

We have built up strong and positive links with a range of funders and we are able to promote a range of grants in partnership with grant making organisations and trusts.

Our group support officer's meets with groups around funding to enable them to become sustainable in delivering their services in the communities of Hyndburn and Ribble Valley

Financial review

a. GOING CONCERN

After making appropriate enquiries, the trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

b. REVIEW

The Trustees receive written and verbal financial information quarterly at the board meetings and are able to have a clear picture regarding the income and expenditure of the charity over that quarter and also the longer term forecast. This enables the Trustees to regularly review the financial situation of the charity and make

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2022

informed decisions regarding the staffing, expenditure and other strategic decisions to secure the sustainability and wellbeing of the charity; when necessary, a finance and staffing sub-group is arranged to resolve a problem or give more time to making decisions.

c. INVESTMENT POLICY AND OBJECTIVES

The Charity still invests funds into the CAF Gold deposit account which still gives a higher rate of interest than some other high street banks; however, low interest rates have greatly diminished the return on this investment.

d. RESERVES POLICY

The Management Committee has considered the charity's requirements for reserves in the light of the main risks to the organisation.

The trustees having taken account of minimum staffing levels and overheads estimate that currently at least £270,000 per year is needed to provide an effective service as H&RV CVS.

The minimum annual expenditure required will be recalculated each year.

It has been resolved that the organisation should have at least a third of this amount (equivalent to four months or £90,000) in reserve. Unrestricted designated reserves at 31st March 2022 totalled £92,407 and are considered to be sufficient. We maintain a redundancy reserve which is adjusted annually to ensure that we will always be able to meet this obligation.

How expenditure has supported key objectives

All expenditure can be qualified as supporting the key objectives of the charity, all potential activity expenditure, especially core, is carefully analysed to ensure that it will bring a benefit to the VCFS or individuals supported by the charity.

The main projects that the charity delivers have a set of milestones and targets that are set against a budget; this expenditure is managed by the Chief Officer who has strategic responsibility to ensure that the monies awarded are used on the agreed activities.

Structure, governance and management

a. CONSTITUTION

The company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 02/07/1998 .

The company is constituted under a Memorandum of Association dated 02/07/1998 and is a registered charity number 1070612.

b. 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.

Trustee selection methods

Trustees are elected from our membership, there is a three year rotation of trustees standing down to create vacancies, but these Trustees are able to stand again if they wish.

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2022

Nomination forms are delivered to all membership organisations for them to nominate a person to stand as a trustee, if there are more nominations than places then a simple vote takes place at the AGM to elect trustees into the positions.

Where there are vacancies mid term or following the AGM our members are informed of the vacancies and asked for nominations, however if the organisation is looking for particular skills or knowledge to enhance the role of the board of trustees then individuals from member organisation can be approached.

New trustees who join the board mid term stand down to enable them to be elected in the formal process at the following AGM.

There still continues to be vacancies on the board of trustees throughout the year, this is a common problem in the sector at the moment, but it is hoped increased membership over this financial year and as we go into 2022-2023 will encourage more nominations at the next AGM.

Induction and training of Trustees.

This year we have continued to implement good practice around the recruitment, induction and support of our Trustees in line with the guidance from the Charity Commission This includes the formal acceptance of the roles and responsibilities of trustees and a full introduction to the CVS, All new and existing trustees are asked to complete a skills audit; which highlights areas of strength and weakness so that any training or capacity building can be included in training for trustees.

c. ORGANISATIONAL STRUCTURE AND DECISION MAKING

The charity is governed by a board of Trustees who are elected from the charities VCFS membership and meet at least quarterly to discuss charity and company business.

There are 12 places on the board of trustees plus places for each of the three local authorities to nominate a representative. All Trustees have an equal vote but the local authority representatives do not have a formal vote as they are not required to become company directors or formal trustees of the charity

Day to day management of the charity is the responsibility of the Chief Officer who reports directly to the board of Trustees.

The Chief Officer is responsible for the line management of all members of the staff who are in turn responsible for the line management of volunteers and the day to day operation of the project.
The Chairman line manages the Chief Officer.

The Chief Officer drafts a report on the activities and progress of the H&RV CVS and it's projects which are presented at the quarterly trustee board meetings. Staff are also occasionally invited to these meetings to give a verbal report on their work.

There is also a standing agenda item at all staff meetings 'items for the board' which allows any matter to be raised and taken to the board for discussion and decision.

The Chief Officer also presents a managerial report on all areas of activities and the financial reports are presented by the finance officer.

Governance and strategic decisions are made by the board of trustees based on this information enabling them to make informed choices regarding the direction of the charity and implementing any changes needed to secure its future

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
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TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2022

d. RELATED PARTY RELATIONSHIPS

CVS works within its charitable objectives to support a number of local, regional and national objectives. As an organisation we are working with statutory organisations to improve the lives of local people and communities, for example East Lancashire Clinical Commissioning Group, NHS Lancashire and Cumbria, both local authorities, as well as a number of strategic partnerships and networks.

The CVS Board of Trustees is also actively involved in various organisations that strengthen the skills and knowledge available to the CVS and allow closer partnership working and mutual benefits that benefit the sector.

Each of the Lancashire CVS's Senior Managers has a Governing role within the Lancashire Association CVS Company (LACVS) which is owned equally by all of the six CVS's in Lancashire and is able to tender or apply for regional or sub-regional grants or contracts and represent the sector (company number 6402216).

e. RISK MANAGEMENT

A review of all major risks to which the charity is exposed has been conducted. A risk assessment document has been established and is updated at least annually and reported to the Trustees. Where appropriate, systems procedures have been established to mitigate risks the charity faces.

In addition to this the staff meet regularly to take advantage of any funding opportunity and development of future projects or services and in line with best practice consider risk as well as advantages in proceeding with a new project or service.

Internal control risks are minimised by implementation of procedures for authorisation of all transactions and projects.

Procedures are in place to ensure compliance with health and safety of staff, volunteers, trustees and visitors to the offices.

All new employees are given induction into health and safety and health and safety training is available.

Plans for future periods

a. FUTURE DEVELOPMENTS

The board of Trustees are vigilant in safeguarding the future of our organisation and meet regularly to assess the current situation and are quite prepared to make difficult decisions if required.

We plan to formalise the risk assessment procedures with a review document to be established and updated at least annually and reported to the trustees accordingly.

We are confident that we will safeguard and maintain our presence as a respected CVS and continue to push forward with new projects and new initiatives.

The charity has built up an excellent reputation and is well known for delivering good projects, on time, on budget and exceeding expectations, this will stand us in good stead for the future.

We will continue to deliver the well-respected East Lancashire CCG Social Proscribing Scheme within our localities which runs well with PCN partners and the distribution of a local community grant scheme supporting

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2022

many very worthwhile projects.

This report was approved by the Trustees, on 10/12/22 and signed on their behalf by:

Trustee

Allen D. Clement

ALLAN CLEMENT

Trustee

Tony Cox

TONY COX

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

TRUSTEES' RESPONSIBILITIES STATEMENT
FOR THE YEAR ENDED 31 MARCH 2022

The Trustees (who are also directors of Hyndburn and Ribble Valley Council for Voluntary Service for the purposes of company law) are responsible for preparing the Trustees' 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 Trustees to prepare financial statements for each financial year. 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 incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP;
- 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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.

The Trustees are 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.

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

**INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 MARCH 2022**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HYNDBURN AND RIBBLE VALLEY
COUNCIL FOR VOLUNTARY SERVICE (the 'company')**

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

This report is made solely to the company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's Trustees as a body, for my work or for this report.

RESPONSIBILITIES AND BASIS OF REPORT

As the Trustees of the company (and 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 the company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

INDEPENDENT EXAMINER'S STATEMENT

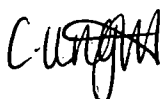
Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Association of Chartered Certified Accountants, which is one of the listed bodies.

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

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

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

Signed:



Dated:

14/12/2022

Courtney Wright ACCA

CW Accountants Limited, 30 Brotherston Drive, Blackburn, Lancashire, BB2 4FJ

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2022**

	Note	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
INCOME FROM:					
Charitable activities	2	22,385	361,224	383,609	347,010
Trading activities		90	-	90	246,873
Investment income	3	39	-	39	59
TOTAL INCOME		22,514	361,224	383,738	593,942
EXPENDITURE ON:					
Charitable activities	5	29,655	374,361	404,016	541,368
TOTAL EXPENDITURE		29,655	374,361	404,016	541,368
NET INCOME / (EXPENDITURE) BEFORE OTHER RECOGNISED GAINS AND LOSSES		(7,141)	(13,137)	(20,278)	52,574
NET MOVEMENT IN FUNDS		(7,141)	(13,137)	(20,278)	52,574
RECONCILIATION OF FUNDS:					
Total funds brought forward		174,637	32,452	207,089	154,515
TOTAL FUNDS CARRIED FORWARD		167,496	19,315	186,811	207,089

The notes on pages 14 to 26 form part of these financial statements.

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE

**(A company limited by guarantee)
REGISTERED NUMBER: 3530868**

**BALANCE SHEET
AS AT 31 MARCH 2022**

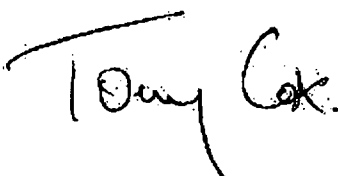
	Note	£	2022 £	£	2021 £
FIXED ASSETS					
Tangible assets	9		3,464		-
CURRENT ASSETS					
Debtors	10	8,276		205	
Cash at bank and in hand		179,579		209,389	
		<u>187,855</u>		<u>209,594</u>	
CREDITORS: amounts falling due within one year	11	(4,508)		(2,505)	
NET CURRENT ASSETS			<u>183,347</u>		<u>207,089</u>
NET ASSETS			<u>186,811</u>		<u>207,089</u>
CHARITY FUNDS					
Restricted funds	12		19,315		32,452
Unrestricted funds	12		167,496		174,637
TOTAL FUNDS			<u>186,811</u>		<u>207,089</u>

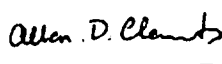
The company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The Trustees consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Act.

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 financial statements were approved and authorised for issue by the Trustees on 10/12/2022 and signed on their behalf, by:

Trustee 
TONY COX

Trustee 
ALLAN CLEMENTS

The notes on pages 14 to 26 form part of these financial statements.

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2022

	Note	2022 £	2021 £
Cash flows from operating activities			
Net cash (used in)/provided by operating activities	14	<u>(24,614)</u>	<u>82,436</u>
Cash flows from investing activities:			
Purchase of tangible fixed assets		<u>(5,196)</u>	<u>-</u>
Net cash used in investing activities		<u>(5,196)</u>	<u>-</u>
Change in cash and cash equivalents in the year		(29,810)	82,436
Cash and cash equivalents brought forward		<u>209,389</u>	<u>126,953</u>
Cash and cash equivalents carried forward	15	<u><u>179,579</u></u>	<u><u>209,389</u></u>

The notes on pages 14 to 26 form part of these financial statements.

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

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) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Hyndburn and Ribble Valley Council for Voluntary Service meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

1.2 Reconciliation with previous Generally Accepted Accounting Practice

In preparing these accounts, the Trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required.

No restatements were required.

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.

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

1. ACCOUNTING POLICIES (continued)

1.4 Income

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which either: the company is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust 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 company has been notified of the executor's intention to make a distribution. Where legacies have been notified to the company, or the company 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.

Donated services or facilities are recognised when the company has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the company of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Trustees' 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 company which is the amount the company 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.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

1. ACCOUNTING POLICIES (continued)

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

Charitable activities and Governance costs are costs incurred on the company's operations, including support costs and costs relating to the governance of the company apportioned to charitable activities.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

1.6 Turnover

Turnover comprises revenue recognised by the company in respect of goods and services supplied during the year, exclusive of Value Added Tax and trade discounts.

1.7 Tangible fixed assets and depreciation

All assets costing more than £1,000 are capitalised.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities incorporating income and expenditure account.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Office equipment	-	Written off over 3 years
Computer equipment	-	66% reducing balance - written off in 3 years
Other fixed assets	-	25% straight line

1.8 Interest receivable

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

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

1. ACCOUNTING POLICIES (continued)

1.9 Debtors

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

1.10 Cash at Bank and in hand

Cash at bank and 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.

1.11 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

1.12 Taxation

The company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

1. ACCOUNTING POLICIES (continued)

1.13 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

1.14 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.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

2. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Total income from various charitable activities	22,385	361,224	383,609	347,010
<i>Total 2021</i>	347,010	-	347,010	

3. INVESTMENT INCOME

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Investment income	39	-	39	59
<i>Total 2021</i>	59	-	59	

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

TRADING ACTIVITIES

Trading activity was higher in 2021 due to funds provided to resource the response to the COVID pandemic.

4. ANALYSIS OF CHARITABLE EXPENDITURE

	Charitable activities £	Total 2022 £	Total 2021 £
Staff travel and subsistence	1,474	1,474	1,758
General office costs incl rent	16,451	16,451	16,451
Telephone, Internet and fax	6,097	6,097	5,334
Printing, postage and stationery	2,218	2,218	3,450
Equipment and repairs	7,076	7,076	8,590
Insurance	757	757	616
Software expenses	4,240	4,240	3,613
Subscriptions	3,286	3,286	2,459
Volunteer expenses	8,396	8,396	3,822
Wages and salaries	259,605	259,605	247,924
National insurance	11,701	11,701	11,008
Pension cost	18,938	18,938	16,521
Depreciation	1,732	1,732	-
	341,971	341,971	321,546
<i>Total 2021</i>	<i>321,546</i>	<i>321,546</i>	

5. GOVERNANCE COSTS

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Accountancy/ Legal and Professional fees	2,458	-	2,458	1,020
Bank charges	48	-	48	150
	2,506	-	2,506	1,170

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

6. NET INCOME/(EXPENDITURE)

This is stated after charging:

	2022	2021
	£	£
Depreciation of tangible fixed assets:		
- owned by the charity	1,732	-
	<u> </u>	<u> </u>

During the year, no Trustees received any remuneration (2021 - £NIL).

During the year, no Trustees received any benefits in kind (2021 - £NIL).

During the year, no Trustees received any reimbursement of expenses (2021 - £NIL).

7. AUDITORS' REMUNERATION

The Independent Examiner's remuneration amounts to an Independent Examination fee of £ 420 (2021 - £ 460).

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

8. STAFF COSTS

Staff costs were as follows:

	2022 £	2021 £
Wages and salaries	259,605	247,924
Social security costs	11,701	11,008
Other pension costs	18,938	16,521
	<u>290,244</u>	<u>275,453</u>

The average number of persons employed by the company during the year was as follows:

	2022 No.	2021 No.
Finance & Volunteer Coordinator	1	1
CVS Administrator	1	1
Community Coordinators (Social Prescribing Link Workers)	10	7
Chief Officer	1	1
	<u>13</u>	<u>10</u>

No employee received remuneration amounting to more than £60,000 in either year.

9. TANGIBLE FIXED ASSETS

	Office equipment £	Computer equipment £	Other fixed assets £	Total £
Cost				
At 1 April 2021	6,952	4,846	20,591	32,389
Additions	5,196	-	-	5,196
At 31 March 2022	<u>12,148</u>	<u>4,846</u>	<u>20,591</u>	<u>37,585</u>
Depreciation				
At 1 April 2021	6,952	4,846	20,591	32,389
Charge for the year	-	1,732	-	1,732
At 31 March 2022	<u>6,952</u>	<u>6,578</u>	<u>20,591</u>	<u>34,121</u>
Net book value				
At 31 March 2022	<u>5,196</u>	<u>(1,732)</u>	<u>-</u>	<u>3,464</u>
At 31 March 2021	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

10. DEBTORS

	2022 £	2021 £
Other debtors	8,000	-
Prepayments and accrued income	276	205
	<u>8,276</u>	<u>205</u>

11. CREDITORS:

Amounts falling due within one year

	2022 £	2021 £
Other taxation and social security	4,108	1,985
Accruals and deferred income	400	520
	<u>4,508</u>	<u>2,505</u>

12. STATEMENT OF FUNDS

STATEMENT OF FUNDS - CURRENT YEAR

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2022 £
Designated funds					
Designated Funds	65,733	-	-	26,674	92,407
General funds					
General Funds	108,904	22,514	(29,655)	(26,674)	75,089
Total Unrestricted funds	<u>174,637</u>	<u>22,514</u>	<u>(29,655)</u>	<u>-</u>	<u>167,496</u>

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

12. STATEMENT OF FUNDS (continued)

Restricted funds

ELCCG	11,423	172,332	(164,440)	-	19,315
PCN	-	165,966	(165,966)	-	-
LACVS	-	7,064	(7,064)	-	-
Eric Wright	1,221	-	(1,221)	-	-
Hyndburn	7,143	-	(7,143)	-	-
BWD CVS	-	7,587	(7,587)	-	-
Big Lottery Fund	12,665	-	(12,665)	-	-
Active Lancashire	-	8,275	(8,275)	-	-
	<u>32,452</u>	<u>361,224</u>	<u>(374,361)</u>	<u>-</u>	<u>19,315</u>
Total of funds	<u>207,089</u>	<u>383,738</u>	<u>(404,016)</u>	<u>-</u>	<u>186,811</u>

STATEMENT OF FUNDS - PRIOR YEAR

	<i>Balance at 1 April 2020 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Balance at 31 March 2021 £</i>
Designated Funds	65,733	-	-	65,733
General Funds	<u>29,047</u>	<u>372,064</u>	<u>(292,207)</u>	<u>108,904</u>
Restricted funds				
ELCCG	25,599	14,745	(28,921)	11,423
Eric Wright	13,071	-	(11,850)	1,221
Hyndburn	-	179,933	(172,790)	7,143
Big Lottery Fund	21,065	24,100	(32,500)	12,665
Community Foundation	-	2,100	(2,100)	-
Albert Hunt	-	1,000	(1,000)	-
	<u>59,735</u>	<u>221,878</u>	<u>(249,161)</u>	<u>32,452</u>

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

SUMMARY OF FUNDS - CURRENT YEAR

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2022 £
Designated funds	65,733	-	-	26,674	92,407
General funds	108,904	22,514	(29,655)	(26,674)	75,089
	<u>174,637</u>	<u>22,514</u>	<u>(29,655)</u>	<u>-</u>	<u>167,496</u>
Restricted funds	32,452	361,224	(374,361)	-	19,315
	<u>207,089</u>	<u>383,738</u>	<u>(404,016)</u>	<u>-</u>	<u>186,811</u>

SUMMARY OF FUNDS - PRIOR YEAR

	Balance at 1 April 2020 £	Income £	Expenditure £	Balance at 31 March 2021 £
Designated funds	65,733	-	-	65,733
General funds	29,047	372,064	(292,207)	108,904
	<u>94,780</u>	<u>372,064</u>	<u>(292,207)</u>	<u>174,637</u>
Restricted funds	59,735	221,878	(249,161)	32,452
	<u>154,515</u>	<u>593,942</u>	<u>(541,368)</u>	<u>207,089</u>

Designated Funds

The Designated Fund is set aside for three specific purposes;

1. Capital Fund (£10,000)
2. Redundancy Contingency (£24,758)
3. Contingency Fund (£50,000)
4. IT Upgrade (£7,649)

Restricted Funds

A definition of each restricted fund is explained below;

East Lancashire Clinical Commissioning Grants - A small grants scheme facilitated by the CVS to support new projects around GP Social prescribing in the Hyndburn and Ribblesdale Areas.

Eric Wright - This was funding received for various organisations based on the small grant programme. .

Hyndburn - This is an enhanced, localised fund.

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

12. STATEMENT OF FUNDS (continued)

Community Foundation - Fund relating to COVID

Albert Hunt - Fund relating to COVID

Big Lottery Fund - This funding provides enhanced opportunities for those that HRV CVS support through the social prescribers scheme and also those individuals that are not supported.

13. ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £
Tangible fixed assets	3,464	-	3,464
Current assets	168,540	19,315	187,855
Creditors due within one year	(4,508)	-	(4,508)
	<u>167,496</u>	<u>19,315</u>	<u>186,811</u>

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Current assets	177,142	32,452	209,594
Creditors due within one year	(2,505)	-	(2,505)
	<u>174,637</u>	<u>32,452</u>	<u>207,089</u>

HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY SERVICE
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

14. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2022 £	2021 £
Net (expenditure)/income for the year (as per Statement of Financial Activities)	(20,278)	52,574
Adjustment for:		
Depreciation charges	1,732	-
(Increase)/decrease in debtors	(8,071)	32,653
Increase/(decrease) in creditors	2,003	(2,791)
Net cash (used in)/provided by operating activities	(24,614)	82,436

15. ANALYSIS OF CASH AND CASH EQUIVALENTS

	2022 £	2021 £
Cash in hand	179,579	209,389
Total	179,579	209,389

Accounts

**HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY
SERVICE**

(A company limited by guarantee)

TRUSTEES' REPORT AND FINANCIAL

STATEMENTS FOR THE YEAR ENDED 31

MARCH 2021

**HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY
SERVICE**

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**HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY
SERVICE**

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND
ADVISERS FOR THE YEAR ENDED 31 MARCH 2021**

Trustees

Tony Cox, Trustee
Zulekha Dala,
Trustee
Craig Hall, Trustee (resigned 18 November
2020) Judith Addison, Trustee
Alan Clements, Trustee

Company registered

number 3530868

Charity registered number

1070612

Registered office

Suite 15 The Chambers, Town Hall Square, Great Harwood, Lancashire, BB6 7DD

Principal operating office

Suite 15 The Chambers, Town Hall Square, Great Harwood, Lancashire, BB6 7DD

Local authority representatives

Glen Harrison - Hyndburn Borough
Council Ian Brown - Lancashire County
Council
Richard Newmark - Ribble Valley Borough Council

Principal staff team

Steve Button, Finance Officer & Volunteer
Coordinator Elaine Barker
Paul Gott, Community
Coordinator Bonnie Leak,
Community Coordinator Nicola
Mullen, IT Inclusion Officer

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND
ADVISERS FOR THE YEAR ENDED 31 MARCH 2021**

Advisers

(continued)

Accountants

CW Accountants Limited, 30 Brotherston Drive, Blackburn, Lancashire, BB2 4FJ

Bankers

CAF Bank Limited, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ

Solicitors

David Acklam, Acklam Bond Noor, Equity Chambers, 10 - 12 St James Street, Accrington, BB5 1LY

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their annual report together with the financial statements of the company for the 1 April 2020 to 31 March 2021. The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), 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) as amended by Update Bulletin 1 (effective 1 January 2015).

Since the company qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

Objectives and Activities

a. POLICIES AND OBJECTIVES

'To promote any charitable purpose for the benefit of the community in the local government districts of Hyndburn and Ribble Valley and surrounding districts and, in particular the advancement of education, the protection of health and relief of poverty, distress and sickness, and in furtherance of the said purpose, but not further or otherwise, to promote and organise cooperation in the achievement of the same and to that end bring together council representatives of the voluntary and statutory authorities within the area of benefit.'

b. ACTIVITIES FOR ACHIEVING OBJECTIVES

The CVS is an umbrella organisation that exists to support and develop the community and voluntary sector in Hyndburn and Ribble Valley and surrounding districts. Our work also has a wider impact by sharing skills and working in partnership with other VCFS organisations and with the public sector, including Lancashire County Council, Hyndburn Borough Council and the NHS East Lancashire Clinical Commissioning Group.

All activities this year were planned, developed and implemented with strong regard to the public benefits to the people and organisations that we serve.

The Public Benefits of H&RV CVS have responded to the changing need of our beneficiaries and to the third sector, this has been both proactive and reactive as organisations within the third sector are under increasing pressure to deliver more activities for less funding. The overall objective is to support and strengthen the sustainability, independence and ability of the Voluntary, Community and Faith sector to deliver services and activities that support individuals and communities in Hyndburn and Ribble Valley and the surrounding areas. This objective has been fully met via a range of activities and interventions that have demonstrated our commitment to support the third sector.

COVID has had a major impact on all of our lives and HRCVS has been no different in this respect to the organization having to adjust to the pandemic and the enormous changes that it has brought about. The Trustees are particularly pleased that HRCVS has adapted well particularly by working closely and cooperatively with other groups working within the community to minimize the impact of COVID and provide support to our colleagues, friends and neighbors in the Ribble Valley and Hyndburn Districts.

In all activities the trustees have had due regard to the guidance published by the Charity Commission regarding public benefit and this has informed our business plan and future

strategies, including assessment of risks and ensuring that new projects, activities and services are aligned to the charities aims and purpose of being.

c. VOLUNTEER

S

Volunteering

We continue to develop volunteering in Hyndburn and Ribble Valley.

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2021

We also have the help of several volunteers. Volunteering activities include brokerage, working with Voluntary Sector groups to generate volunteer vacancies, and interviewing potential volunteers, before helping them to find suitable placements.

Use of volunteers

The role of volunteers is important to us. This year there has been numerous volunteer roles working on Covid response via the Hyndburn Hub jointly organised by Hyndburn Borough Council working with local voluntary sector partners. Each volunteer we engage has a role description and has ongoing support from a member of staff. The Charity's trustees are also volunteers, giving their time and expertise freely to offer governance and support to the charity; their contribution is essential.

We have ensured that for each task we have completed a risk assessment, working with our insurers to make sure that the volunteers were covered.

Achievements and performance

a. REVIEW OF

ACTIVITIES Activities

and Projects

Core services and project Management

The charity currently receives core funding via a service level agreement with East Lancashire NHS Clinical Commissioning Group and also uses earned income via management project fees and by undertaking some paid work to underpin our main functions of a CVS which is broadly divided into four areas:

Information and advice

We provide information and advice on all aspects of setting up and running a voluntary group, including guidance on funding and fundraising activities, legal, financial and policy advice and managing projects. We also provide a wide range of information and advice on issues of good practice in supporting volunteers and volunteering.

Development Work

We work with a diversity of new and existing groups to help them develop new projects and expand or improve their services and activities to meet local need. The development work also involves facilitating and encouraging joint projects and activities between different organisations including statutory and private. Development work is delivered as a combination of core activity and project work and is one of the areas we are seeking to develop further.

Liaison and Representation

We organise local events, forums, meetings and conferences so that groups can get together to network, gather information, improve communication channels, share good practice, discuss issues of concern and work to address gaps in service or better use of resources. The facilitation of these forums and meetings also encourages groups to work together to develop potential new or improved services and avoid duplication.

H&RV CVS also represent the voluntary, community and faith sector at various local and regional events, strategic boards and partnerships, this strategic representation is an important area of work that is expanding so that the sector can be engaged in local decision making and respond to

the challenging times and the impact of public sector funding cuts. Especially around the Clinical Commissioning Agenda for Pennine Lancashire.

Support

We support individuals wishing to volunteer, and organisations that use volunteers. In addition to this we support statutory and public services in a number of initiatives and services.

Social prescribing

During this year we saw our social prescribing team make huge adaptations to meet the need of the community

**TRUSTEES' REPORT
(continued) FOR THE YEAR
ENDED 31 MARCH 2021**

during the national pandemic response. Normally supporting those who struggle to engage to access services and groups, they were now ensuring that individuals in the community were keeping within national guidance and were safe and supported during the lockdown period, with an uptake in referrals made through to foodbanks and financial advice services.

In this time our team assisted people in the following ways;
Welfare and information calls to clinically vulnerable
individuals 5000 Long term telephone support for isolated
vulnerable individuals 200 Social Prescribing clients 251

b.ACHIEVEMENTS AND PERFORMANCE

The Charity has performed well in the face of uncertainty and change; there have been many notable achievements in all areas of the charities work;

- We supported over 388 individuals alongside over 80 member organisations between April 2020 and March 2021.
- Of these over 300 had in depth support
- We helped numerous potential volunteers to find new opportunities
- We facilitated 12 different forums to bring the VCFS together on matters of interest
- We attended 24 different forums and events to represent the sector
- We held a volunteer and support services 'showcase' fair, with Lancashire Adult Learning.
- Via LACVS we have contributed to the delivery of major projects including, Central Gateway Infrastructure Support Programme, SCVL Lancashire, as well as some collaborative work with Burnley Pendle and Rossendale CVS and Blackburn with Darwen CVS.
- We continue to build up good relationships with local authorities and the East Lancashire Clinical Commissioning Group.
- We have continued to improve our Facebook and Twitter accounts alongside developing our website

c. GRANT POLICY

H&RV CVS often facilitates or manages grant schemes. We manage a scheme on behalf of the Eric Wright Trust which aims to support small community groups and were also asked to manage a social prescribing grant for small voluntary organisations on behalf of the East Lancashire Clinical Commissioning Group.

At all times we aim to be fair and transparent at all levels and ensure that correct procedures are in place whatever our role.

We have built up strong and positive links with a range of funders and we are able to promote a range of grants in partnership with grant making organisations and trusts.

Our group support officer's meets with groups around funding to enable them to become sustainable in delivering their services in the communities of Hyndburn and Ribbles Valley

Financial review

a.GOING CONCERN

After making appropriate enquiries, the trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements.

Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

b. REVIEW

**TRUSTEES' REPORT
(continued) FOR THE YEAR
ENDED 31 MARCH 2021**

The Trustees receive written and verbal financial information quarterly at the board meetings and are able to have a clear picture regarding the income and expenditure of the charity over that quarter and also the longer term forecast. This enables the Trustees to regularly review the financial situation of the charity and make informed decisions regarding the staffing, expenditure and other strategic decisions to secure the sustainability and wellbeing of the charity; when necessary, a finance and staffing sub-group is arranged to resolve a problem or give more time to making decisions.

c. INVESTMENT POLICY AND OBJECTIVES

The Charity still invests funds into the CAF Gold deposit account which still gives a higher rate of interest than some other high street banks; however, low interest rates have greatly diminished the return on this investment.

d. RESERVES POLICY

The Management Committee has considered the charity's requirements for reserves in the light of the main risks to the organisation.

The trustees having taken account of minimum staffing levels and overheads estimate that currently at least £240,000 per year is needed to provide an effective service as

H&RV CVS. The minimum annual expenditure required will be recalculated each year.

It has been resolved that the organisation should have at least a third of this amount (equivalent to four months or £80,000) in reserve. Unrestricted general reserves at 31st March 2021 totalled £82,407 and are considered to be sufficient. We maintain a redundancy reserve which is adjusted annually to ensure that we will always be able to meet this obligation.

How expenditure has supported key objectives

All expenditure can be qualified as supporting the key objectives of the charity, all potential activity expenditure, especially core, is carefully analysed to ensure that it will bring a benefit to the VCFS or individuals supported by the charity.

The main projects that the charity delivers have a set of milestones and targets that are set against a budget; this expenditure is managed by the Chief Officer who has strategic responsibility to ensure that the monies awarded are used on the agreed activities.

Structure, governance and management

a. CONSTITUTION

The company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 02/07/1998 .

The company is constituted under a Memorandum of Association dated 02/07/1998 and is a registered charity number 1070612.

b.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

**TRUSTEES' REPORT
(continued) FOR THE YEAR
ENDED 31 MARCH 2021**

terms of the Articles of Association.

Trustee selection methods

Trustees are elected from our membership, there is a three year rotation of trustees standing down to create vacancies, but these Trustees are able to stand again if they wish.

Nomination forms are delivered to all membership organisations for them to nominate a person to stand as a trustee, if there are more nominations than places then a simple vote takes place at the AGM to elect trustees into the positions.

Where there are vacancies mid term or following the AGM our members are informed of the vacancies and asked for nominations, however if the organisation is looking for particular skills or knowledge to enhance the role of the board of trustees then individuals from member organisation can be approached.

New trustees who join the board mid term stand down to enable them to be elected in the formal process at the following AGM.

There still continues to be vacancies on the board of trustees throughout the year, this is a common problem in the sector at the moment, but it is hoped increased membership over this financial year and as we go into 2019- 2020 will encourage more nominations at the next AGM.

Induction and training of Trustees.

This year we have continued to implement good practice around the recruitment, induction and support of our Trustees in line with the guidance from the Charity Commission This includes the formal acceptance of the roles and responsibilities of trustees and a full introduction to the CVS, All new and existing trustees are asked to complete a skills audit; which highlights areas of strength and weakness so that any training or capacity building can be included in training for trustees.

c. ORGANISATIONAL STRUCTURE AND DECISION MAKING

The charity is governed by a board of Trustees who are elected from the charities VCFS membership and meet at least quarterly to discuss charity and company business.

There are 12 places on the board of trustees plus places for each of the three local authorities to nominate a representative. All Trustees have an equal vote but the local authority representatives do not have a formal vote as they are not required to become company directors or formal trustees of the charity

Day to day management of the charity is the responsibility of the Chief Officer who reports directly to the board of Trustees.

The Chief Officer is responsible for the line management of all members of the staff who are in turn responsible for the line management of volunteers and the day to day operation of the project.

The Chairman line manages the Chief Officer.

The Chief Officer writes a report on the activities and progress of the H&RV CVS and its projects which are presented at the quarterly trustee board meetings. Staff are also occasionally invited to these meetings to give a verbal report on their work.

There is also a standing agenda item at all staff meetings 'items for the board' which allows any matter to be raised and taken to the board for discussion and decision.

**TRUSTEES' REPORT
(continued) FOR THE YEAR
ENDED 31 MARCH 2021**

The Chief Officer also presents a managerial report on all areas of activities and the financial reports are presented by the finance officer.

Governance and strategic decisions are made by the board of trustees based on this information enabling them to make informed choices regarding the direction of the charity and implementing any changes needed to secure its future

d. RELATED PARTY RELATIONSHIPS

CVS works within its charitable objectives to support a number of local, regional and national objectives. As an organisation we are working with statutory organisations to improve the lives of local people and communities, for example East Lancashire Clinical Commissioning Group, NHS Lancashire and Cumbria, both local authorities, as well as a number of strategic partnerships and networks.

The CVS Board of Trustees is also actively involved in various organisations that strengthen the skills and knowledge available to the CVS and allow closer partnership working and mutual benefits that benefit the sector.

Each of the Lancashire CVS's Senior Managers has a Governing role within the Lancashire Association CVS Company (LACVS) which is owned equally by all of the six CVS's in Lancashire and is able to tender or apply for regional or sub-regional grants or contracts and represent the sector (company number 6402216).

e. RISK MANAGEMENT

A review of all major risks to which the charity is exposed has been conducted. Where appropriate, systems procedures have been established to mitigate risks the charity faces.

In addition to this the staff meet regularly to take advantage of any funding opportunity and development of future projects or services and in line with best practice consider risk as well as advantages in proceeding with a new project or service.

Internal control risks are minimised by implementation of procedures for authorisation of all transactions and projects.

Procedures are in place to ensure compliance with health and safety of staff, volunteers, trustees and visitors to the offices.

All new employees are given induction into health and safety and health and safety training is available.

Plans for future periods

a. FUTURE DEVELOPMENTS

The board of Trustees are vigilant in safeguarding the future of our organisation and meet regularly to assess the current situation and are quite prepared to make difficult decisions if required.

We plan to formalise the risk assessment procedures with a review document to be established and updated at least annually and reported to the trustees accordingly.

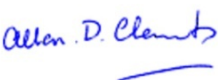
We are confident that we will safeguard and maintain our presence as a respected CVS and continue to push forward with new projects and new initiatives.

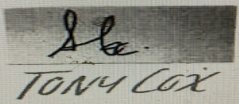
**TRUSTEES' REPORT
(continued) FOR THE YEAR
ENDED 31 MARCH 2021**

The charity has built up an excellent reputation and is well known for delivering good projects, on time, on budget and exceeding expectations, this will stand us in good stead for the future.

We will continue to deliver the well-respected East Lancashire CCG Social Proscribing Scheme within our localities which runs well with PCN partners and the distribution of a local community grant scheme supporting many very worthwhile projects.

This report was approved by the Trustees, on 25 March 2022 and signed on their behalf by:

Trustee  **Allan D Clements** Trustee


TONY COX

TRUSTEES' RESPONSIBILITIES
STATEMENT FOR THE YEAR ENDED
31 MARCH 2021

The Trustees (who are also directors of Hyndburn and Ribble Valley Council for Voluntary Service for the purposes of company law) are responsible for preparing the Trustees' 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 Trustees to prepare financial statements for each financial year. 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 incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP;
- 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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.

The Trustees are 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'S
REPORT FOR THE YEAR ENDED 31
MARCH 2021**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HYNDBURN AND RIBBLE
VALLEY COUNCIL FOR VOLUNTARY SERVICE (the 'company')**

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

This report is made solely to the company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's Trustees as a body, for my work or for this report.

RESPONSIBILITIES AND BASIS OF REPORT

As the Trustees of the company (and 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 the company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

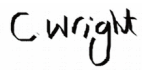
INDEPENDENT EXAMINER'S STATEMENT

Since 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 Association of Chartered Certified Accountants , which is one of the listed bodies.

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

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

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

A handwritten signature in black ink that reads "C. Wright". The signature is written in a cursive style with a large, looped "C" and a stylized "Wright".

Signed:

Dated: 25th March 2022

Courtney Wright ACCA

CW Accountants Limited, 30 Brotherston Drive, Blackburn, Lancashire, BB2 4FJ

**STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE
ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021**

		Unrestrict ed funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
	Note				
INCOME FROM:					
Charitable activities	2	347,010	-	347,010	312,572
Trading activities		24,995	221,878	246,873	6,840
Investment income	3	59	-	59	428
TOTAL INCOME		372,064	221,878	593,942	319,840
EXPENDITURE ON:					
Charitable activities	5	292,207	249,161	541,368	298,899
TOTAL EXPENDITURE		292,207	249,161	541,368	298,899
NET INCOME / (EXPENDITURE) BEFORE OTHER RECOGNISED GAINS AND LOSSES		79,857	(27,283)	52,574	20,941
NET MOVEMENT IN FUNDS		79,857	(27,283)	52,574	20,941
RECONCILIATION OF FUNDS:					
Total funds brought forward		94,780	59,735	154,515	<u>133,574</u>

The notes on pages 15 to 25 form part of these financial statements.

**BALANCE SHEET
AS AT 31 MARCH
2021**

	Not e	£	2021 £	£	2020 £
FIXED ASSETS					
Tangible assets	9		-		-
CURRENT ASSETS					
Debtors	10	205		32,858	
Cash at bank and in hand		209,389		126,953	
			<u>209,594</u>	<u>159,811</u>	
CREDITORS: amounts falling due within one year	11	(2,505)		(5,296)	
NET CURRENT ASSETS			<u>207,089</u>		<u>154,515</u>
NET ASSETS			<u>207,089</u>		<u>154,515</u>
CHARITY FUNDS					
Restricted funds	12	32,452		59,735	
Unrestricted funds	12	174,637		94,780	
TOTAL FUNDS			<u>207,089</u>		<u>154,515</u>

The company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The Trustees consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Act.

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 financial statements were approved and authorised for issue by the Trustees on 25 March 2022

and signed on their behalf, by:

Allan D. Clements

Trustee

Allan D Clements

Trustee

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TONY COX

The notes on pages 15 to 25 form part of these financial statements.

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH
2021**

	Note	2021 £	<i>2020 £</i>
Cash flows from operating activities			
Net cash provided by/(used in) operating activities	14	82,436	<i>(2,438)</i>
Change in cash and cash equivalents in the year		82,436	<i>(2,438)</i>
Cash and cash equivalents brought forward		126,953	<i>129,391</i>
Cash and cash equivalents carried forward	15	209,389	<i>126,953</i>

The notes on pages 15 to 25 form part of these financial statements.

**NOTES TO THE FINANCIAL
STATEMENTS FOR THE YEAR ENDED
31 MARCH 2021**

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

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) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Hyndburn and Ribble Valley Council for Voluntary Service meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

1.2 Reconciliation with previous Generally Accepted Accounting Practice

In preparing these accounts, the Trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required.

No restatements were required.

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.

**NOTES TO THE FINANCIAL
STATEMENTS FOR THE YEAR ENDED
31 MARCH 2021**

1. ACCOUNTING POLICIES (continued)

1.4 Income

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which either: the company is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust 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 company has been notified of the executor's intention to make a distribution. Where legacies have been notified to the company, or the company 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.

Donated services or facilities are recognised when the company has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the company of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Trustees' 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 company which is the amount the company 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.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

**NOTES TO THE FINANCIAL
STATEMENTS FOR THE YEAR ENDED
31 MARCH 2021**

1. ACCOUNTING POLICIES (continued)

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

Charitable activities and Governance costs are costs incurred on the company's operations, including support costs and costs relating to the governance of the company apportioned to charitable activities.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

1.6 Turnover

Turnover comprises revenue recognised by the company in respect of goods and services supplied during the year, exclusive of Value Added Tax and trade discounts.

1.7 Tangible fixed assets and depreciation

All assets costing more than £1,000 are capitalised.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities incorporating income and expenditure account.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Office equipment	-	25% reducing balance
Computer equipment	-	66% reducing balance - written off in 3
years Other fixed assets	-	25% straight line

1.8 Interest receivable

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

**NOTES TO THE FINANCIAL
STATEMENTS FOR THE YEAR ENDED
31 MARCH 2021**

1. ACCOUNTING POLICIES (continued)

1.9 Debtors

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

1.10 Cash at Bank and in hand

Cash at bank and 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.

1.11 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

1.12 Taxation

The company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

**NOTES TO THE FINANCIAL
STATEMENTS FOR THE YEAR ENDED
31 MARCH 2021**

1. ACCOUNTING POLICIES (continued)

1.13 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

1.14 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.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

2. INCOME FROM CHARITABLE ACTIVITIES

	Unrestrict ed funds	Restrict ed Funds	Total funds	<i>Total fund s</i>
	2021 £	2021 £	2021 £	2020 £
Total income from various charitable activities	347,010	-	347,010	312,572
	<u>347,010</u>	<u>-</u>	<u>347,010</u>	<u>312,572</u>
<i>Total 2020</i>	<u>312,572</u>	<u>-</u>	<u>312,572</u>	

**3. INVESTMENT
INCOME**

	Unrestrict ed fund s	Restrict ed fund s	Tota l fund s	<i>Tota l fund s</i>
	2021 £	2021 £	2021 £	2020 £
Investment income	59	-	59	428
	<u>59</u>	<u>-</u>	<u>59</u>	<u>428</u>

Total 2020

428	-	428
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>

**NOTES TO THE FINANCIAL
STATEMENTS FOR THE YEAR ENDED
31 MARCH 2021**

**4. ANALYSIS OF CHARITABLE
EXPENDITURE**

	Charitabl e activitie s	Tota l 202 1	Tota l 202 0
	£	£	£
Staff travel and subsistence	1,758	1,758	5,250
Staff training	-	-	200
General office costs incl rent	16,451	16,451	16,451
Telephone, Internet and fax	5,334	5,334	8,329
Printing, postage and stationery	3,450	3,450	3,350
Equipment and repairs	8,590	8,590	11,615
Insurance	616	616	644
Software expenses	3,613	3,613	990
Subscriptions	2,459	2,459	522
Advertising and publicity	-	-	832
Training and events	-	-	256
Volunteer expenses	3,822	3,822	945
Wages and salaries	247,924	247,924	178,597
National insurance	11,008	11,008	7,735
Pension cost	16,521	16,521	11,668
	321,546	321,546	247,384
<i>Total 2020</i>	<i>247,384</i>	<i>247,384</i>	

**5. GOVERNANCE
COSTS**

	Unrestrict ed fund s 202 1 £	Restrict ed fund s 202 1 £	Tota l fund s 202 1 £	Tota l fund s 202 0 £
Accountancy fees	1,020	-	1,020	395
Bank charges	150	-	150	65
	1,170	-	1,170	460

6. NET INCOME/(EXPENDITURE)

During the year, no Trustees received any remuneration (2020 - £NIL). During the year, no Trustees received any benefits in kind (2020 - £NIL).

During the year, no Trustees received any reimbursement of expenses (2020 - £NIL).

7. AUDITORS' REMUNERATION

The Independent Examiner's remuneration amounts to an Independent Examination fee of £ 460 (2020 - £ 382).

**NOTES TO THE FINANCIAL
STATEMENTS FOR THE YEAR ENDED
31 MARCH 2021**

8. STAFF COSTS

Staff costs were as follows:

	2021	<i>2020</i>
	£	<i>£</i>
Wages and salaries	247,924	<i>178,597</i>
Social security costs	11,008	<i>7,735</i>
Other pension costs	16,521	<i>11,668</i>
	<u>275,453</u>	<i><u>198,000</u></i>

The average number of persons employed by the company during the year was as follows:

	2021	<i>2020</i>
	No.	<i>No.</i>
Finance & Volunteer Coordinator	1	<i>1</i>
CVS Administrator	1	<i>-</i>
Community Coordinators	13	<i>5</i>
CEO	1	<i>1</i>
	<u>16</u>	<i><u>7</u></i>

No employee received remuneration amounting to more than £60,000 in either year.

9. TANGIBLE FIXED ASSETS

	Office equipment	Computer equipment	Other fixed assets	Total
	£	£	£	£
Cost				
At 1 April 2020 and 31 March 2021	<u>6,952</u>	<u>4,846</u>	<u>20,591</u>	<u>32,389</u>
Depreciation				
At 1 April 2020 and 31 March 2021	<u>6,952</u>	<u>4,846</u>	<u>20,591</u>	<u>32,389</u>
Net book value				
At 31 March 2021	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>At 31 March 2020</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**NOTES TO THE FINANCIAL
STATEMENTS FOR THE YEAR ENDED
31 MARCH 2021**

10. DEBTORS

	2021	<i>2020</i>
	£	<i>£</i>
Prepayments and accrued income	205	<i>32,858</i>
	<u><u> </u></u>	<u><u> </u></u>

11. CREDITORS:

Amounts falling due within one year

	2021	<i>2020</i>
	£	<i>£</i>
Trade creditors	-	<i>1,396</i>
Other taxation and social security	1,985	<i>3,400</i>
Accruals and deferred income	520	<i>500</i>
	<u><u>2,505</u></u>	<u><u>5,296</u></u>

12. STATEMENT OF FUNDS

STATEMENT OF FUNDS - CURRENT YEAR

	Balance at			Balance
	1 April 2020	Income	Expenditure	at 31
	£	£	£	March
				2021
				£
Designated funds				
Designated Funds	65,733	-	-	65,733
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
General funds				
General Funds	29,047	372,064	(292,207)	108,904
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total Unrestricted funds	94,780	372,064	(292,207)	174,637
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Restricted funds				
ELCCG	25,599	14,745	(28,921)	11,423
Eric Wright	13,071	-	(11,850)	1,221
Hyndburn	-	179,933	(172,790)	7,143
Big Lottery Fund	21,065	24,100	(32,500)	12,665
Community Foundation	-	2,100	(2,100)	-
Albert Hunt	-	1,000	(1,000)	-
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
	59,735	221,878	(249,161)	32,452
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total of funds	154,515	593,942	(541,368)	207,089
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

**NOTES TO THE FINANCIAL
STATEMENTS FOR THE YEAR ENDED
31 MARCH 2021**

12. STATEMENT OF FUNDS (continued)

**STATEMENT OF FUNDS - PRIOR
YEAR**

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2020 £
Designated Funds	65,733	-	-	-	65,733
General Funds	20,883	25,651	(19,487)	2,000	29,047
Restricted funds					
ELCCG	36,807	201,205	(212,413)	-	25,599
Groundwork	2,000	-	-	(2,000)	-
Eric Wright	8,151	20,000	(15,080)	-	13,071
Hyndburn Rural	-	17,416	(17,416)	-	-
Hyndburn Central	-	10,891	(10,891)	-	-
Homewise	-	7,668	(7,668)	-	-
Ribblesale PCN	-	12,909	(12,909)	-	-
Big Lottery Fund	-	24,100	(3,035)	-	21,065
	46,958	294,189	(279,412)	(2,000)	59,735

**SUMMARY OF FUNDS -
CURRENT YEAR**

	Balance at 1 April 2020 £	Income £	Expenditure £	Balance at 31 March 2021 £
Designated funds	65,733	-	-	65,733
General funds	29,047	372,064	(292,207)	108,904
	94,780	372,064	(292,207)	174,637
Restricted funds	59,735	221,878	(249,161)	32,452
	154,515	593,942	(541,368)	207,089

**NOTES TO THE FINANCIAL
STATEMENTS FOR THE YEAR ENDED
31 MARCH 2021**

12. STATEMENT OF FUNDS

(continued) SUMMARY OF

FUNDS - PRIOR YEAR

	<i>Balance at 1 April 2019 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Balance at 31 March 2020 £</i>
Designated funds	65,733	-	-	-	65,733
General funds	20,883	25,651	(19,487)	2,000	29,047
	<u>86,616</u>	<u>25,651</u>	<u>(19,487)</u>	<u>2,000</u>	<u>94,780</u>
Restricted funds	46,958	294,189	(279,412)	(2,000)	59,735
	<u>133,574</u>	<u>319,840</u>	<u>(298,899)</u>	<u>-</u>	<u>154,515</u>

Designated Funds

The Designated Fund is set aside for three specific purposes;

1. Capital Fund (£10,000)
2. Redundancy Contingency (£15,733)
3. Development Fund (£40,000)

Restricted Funds

A definition of each restricted fund is explained below;

East Lancashire Clinical Commissioning Grants - A small grants scheme facilitated by the CVS to support new projects around GP Social prescribing in the Hyndburn and Ribblesdale Areas.

Eric Wright - This was funding received for various organisations based on the small grant programme. . Hyndburn - This is an enhanced, localised fund.

Community Foundation - Fund relating to

COVID Albert Hunt - Fund relating to COVID

Big Lottery Fund - This funding provides enhanced opportunities for those that HRV CVS support through the social prescribers scheme and also those individuals that are not supported.

**NOTES TO THE FINANCIAL
STATEMENTS FOR THE YEAR ENDED
31 MARCH 2021**

13. ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

	Unrestrict ed fund s 202 1 £	Restrict ed fund s 202 1 £	Tota l fund s 202 1 £
Current assets	177,142	32,452	209,594
Creditors due within one year	(2,505)	-	(2,505)
	<u>174,637</u>	<u>32,452</u>	<u>207,089</u>

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

	Unrestricted fund s 202 0 £	Restrict ed fund s 202 0 £	Tota l fund s 202 0 £
Current assets	98,076	59,735	159,811
Creditors due within one year	(5,296)	-	(5,296)
	<u>92,780</u>	<u>59,735</u>	<u>154,515</u>

14. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2021 £	2020 £
Net income for the year (as per Statement of Financial Activities)	52,574	20,941
Adjustment for:		
Decrease/(increase) in debtors	32,653	(19,923)
Decrease in creditors	(2,791)	(3,456)
Net cash provided by/(used in) operating activities	<u>82,436</u>	<u>(2,438)</u>

15. ANALYSIS OF CASH AND CASH EQUIVALENTS

	2021 £	2020 £
Cash in hand	209,389	126,953
Total	209,389	126,953

**HYNDBURN AND RIBBLE VALLEY COUNCIL FOR VOLUNTARY
SERVICE**

**SCHEDULE TO THE DETAILED
ACCOUNTS FOR THE YEAR ENDED
31 MARCH 2021**
