

Company registration number: 3505634

Charity registration number: 1070790

# Nottingham Community and Voluntary Service

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2021

Community Accounting Plus  
Units 1 & 2 North West  
41 Talbot Street  
Nottingham  
NG1 5GL

# **Nottingham Community and Voluntary Service**

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## **Nottingham Community and Voluntary Service**

### **Reference and Administrative Details**

<b>Trustees</b>	Roy Taylor Gerri Bright Stephen Knott Christopher Ball Jonathan Tallant Michael Khouri-Bent Richard Renwick
<b>Senior Management Team</b>	Jules Sebelin, Head of Business Development & Deputy CEO
<b>Principal Office</b>	Foxhall Business Centre 2 King Street Nottingham NG1 2AS
<b>Company Registration Number</b>	3505634
<b>Charity Registration Number</b>	1070790
<b>Independent Examiner</b>	John O'Brien, employee of Community Accounting Plus Units 1 & 2 North West 41 Talbot Street Nottingham NG1 5GL

# **Nottingham Community and Voluntary Service**

## **Trustees' Report**

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2021.

### **Trustees**

Roy Taylor

Gerri Bright

Stephen Knott

Christopher Ball

Jonathan Tallant

Michael Khouri-Bent

Richard Renwick

Linny Beaumont (resigned 17 November 2020)

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

#### ***Nature of governing document***

The charity is a company limited by guarantee and a registered charity. It is operated under the rules of its memorandum and articles of association incorporated 5 February 1998 as amended by special resolution dated 12 June 1998, 29 October 2001, 18 October 2004 and 5 November 2010 and by Certificate of Incorporation on change of name dated 4 May 2010. It has no share capital and the liability of each member in the event of winding-up is limited to £1.

#### ***Recruitment and appointment of trustees***

There should be a minimum of 6 and not more than 15 trustees/directors. The trustees are proposed by associate members, appointed at the Board meeting and must retire after they have served three full calendar years. Retiring trustees may be re-proposed and appointed for a further term. The Board have the right to co-opt up to five trustees who must retire each year, but are eligible for further co-option. At all times the number of co-opted trustees must be less than the number of appointed trustees up to a maximum of 5.

### **Objectives and activities**

#### ***Objects and aims***

The objectives of NCVS as set out in the articles of association are:

- a) The advancement of citizenship and community development particularly the promotion of the voluntary sector, volunteering, capacity building and the efficiency and effectiveness of charities and similar organisations;
- b) Any charitable purpose for the benefit of the community and in particular the advancement of education, the furtherance of health and the relief of poverty, distress and sickness;
- c) Organise co-operation in the achievement of the above purposes and to that end bring together representatives of the statutory authorities and voluntary organisations engaged in the furtherance of the above purposes.

# Nottingham Community and Voluntary Service

## Trustees' Report

### *Objectives, strategies and activities*

We support Nottingham's voluntary sector through:

- Volunteering: Improving the quality of volunteering and breadth of volunteering opportunities across the city;
- Voluntary sector development: Strengthening the voluntary sector's capacity to help its clients through promoting best practice, funding advice and training;
- Voices: Speaking up for the voluntary sector on issues crucial to its future, and increasing the sector's access to, and influence upon, decision makers;
- Voluntary Action Centre: Providing a space for organisations to meet and network, access training and promote their work.

### *Public benefit*

NCVS's activities benefit voluntary sector organisations, individuals and the interaction between the statutory sector and the voluntary and community sector in Nottingham and its environs. The Board of Trustees have considered public benefit and concluded that:

1. The aims of the organisation continue to be charitable;
2. The aims and the services delivered give identifiable benefits to the charitable sector and both indirectly and directly to individuals in need;
3. The benefits are for the public, are not unreasonably restricted in any way and certainly not by ability to pay; and
4. There is no detriment or harm arising from the aims or activities.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

### **Achievements and performance**

During the first pandemic lockdown most staff, except those directly related to the building began working from home. This continued throughout the financial year, with the exception of the Head of Support Services choosing to work from the building from August 2020. This was helpful to the building staff as more tenants used the building as restrictions eased. We adapted well to working from home and moved all training and network meetings online, which has proved successful.

At the beginning of the financial year we implemented our new CRM system and website. This allowed us to register over 1,000 volunteers within a four-week period at the height of the first pandemic lockdown. This would have been unachievable with the previous system. During the year we registered over 2,000 volunteers and we had on average 400 volunteering opportunities active at any given time.

The improved CRM system and website have also given us a better platform to provide vital support and information to groups and charities in Nottingham. We set up an appeals page so that groups could make a direct ask of the public for items (example PPE) that they needed to deliver services differently. We increased readership of the ebuletin and also increased engagement across our social media channels. We provided resources pages which we updated dynamically as the situation changed which was valuable to small organisation who do not have time to seek out the information themselves.

Our one to one delivery of support slowed at the beginning of the year due to many small organisations not having capable IT to conduct online meetings. Also, many organisations with premises had to close some services due to restrictions. Delivery did pick up during the year and we were able to direct many individuals to take up our online training offer.

The staff team responded and adapted to a significant change in circumstances. They rose above and beyond expectation to deliver vital support and information to Nottingham's community and voluntary sector.

# **Nottingham Community and Voluntary Service**

## **Trustees' Report**

### **Strategic Review of the Business for 2019/20**

#### **Financial review**

Due to the pandemic lockdown and restrictions we lost a full year of revenue from room hire which contributed to a deficit. We were able to recover some of that loss through Business Support grants and Furlough reimbursements.

#### ***Policy on reserves***

NCVS needs reserves for three reasons:

1. To cover short term requirements (for instance, where contract or grant income is delayed, where up front expenditure is required or where there are termination costs of a project);
2. To enable NCVS to undertake projects without funding if necessary;
3. To provide working capital.

Our ideal position would be to hold free reserves sufficient for six months operation.

The Trustees review the reserves position annually as part of the budget approval process and take action both then and where necessary during the course of the year to ensure that reserves are satisfactory.

# **Nottingham Community and Voluntary Service**

## **Trustees' Report**

### **Statement of Trustees' Responsibilities**

The trustees (who are also the directors of Nottingham Community and Voluntary Service for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

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 its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

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

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

### **Small companies provision statement**

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on ..... and signed on its behalf by:

.....  
Jonathan Tallant  
Trustee

## **Nottingham Community and Voluntary Service**

### **Independent Examiner's Report to the trustees of Nottingham Community and Voluntary Service**

#### **Independent examiner's report to the trustees of Nottingham Community and 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.

#### **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 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 and Fellow of the Association of Charity Independent Examiners, which is one of the listed bodies.

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

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

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

.....  
John O'Brien MSc, FCCA, FCIE, employee of Community Accounting Plus  
Fellow of the Association of Charity Independent Examiners

Units 1 & 2 North West  
41 Talbot Street  
Nottingham  
NG1 5GL

Date:.....



## Nottingham Community and Voluntary Service

### Statement of Financial Activities for the Year Ended 31 March 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
<b>Income and Endowments from:</b>					
Donations and legacies	2	144,755	-	144,755	26,013
Charitable activities	3	<u>98,810</u>	<u>110,044</u>	<u>208,854</u>	<u>402,580</u>
Total Income		<u>243,565</u>	<u>110,044</u>	<u>353,609</u>	<u>428,593</u>
<b>Expenditure on:</b>					
Charitable activities	5	<u>(317,335)</u>	<u>(154,349)</u>	<u>(471,684)</u>	<u>(568,042)</u>
Total Expenditure		<u>(317,335)</u>	<u>(154,349)</u>	<u>(471,684)</u>	<u>(568,042)</u>
Net expenditure		(73,770)	(44,305)	(118,075)	(139,449)
Transfers between funds		(9,894)	9,894	-	-
<b>Other recognised gains and losses</b>					
Gains/losses on revaluation of fixed assets		<u>-</u>	<u>-</u>	<u>-</u>	<u>1,550,000</u>
Net movement in funds		(83,664)	(34,411)	(118,075)	1,410,551
<b>Reconciliation of funds</b>					
Total funds brought forward		<u>3,195,172</u>	<u>67,255</u>	<u>3,262,427</u>	<u>1,851,876</u>
Total funds carried forward	15	<u><u>3,111,508</u></u>	<u><u>32,844</u></u>	<u><u>3,144,352</u></u>	<u><u>3,262,427</u></u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for the period is shown in note 15.

## Nottingham Community and Voluntary Service

### Statement of Financial Activities for the Year Ended 31 March 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

These are the figures for the previous accounting period and are included for comparative purposes  
Year ended 31 March 2019

	Note	Unrestricted funds £	Restricted funds £	Total 2020 £
<b>Income and Endowments from:</b>				
Donations and legacies	2	26,013	-	26,013
Charitable activities	3	<u>233,916</u>	<u>168,664</u>	<u>402,580</u>
Total income		<u>259,929</u>	<u>168,664</u>	<u>428,593</u>
<b>Expenditure on:</b>				
Charitable activities	5	<u>(388,504)</u>	<u>(179,538)</u>	<u>(568,042)</u>
Total expenditure		<u>(388,504)</u>	<u>(179,538)</u>	<u>(568,042)</u>
Net expenditure		(128,575)	(10,874)	(139,449)
<b>Other recognised gains and losses</b>				
Gains/losses on revaluation of fixed assets		<u>1,550,000</u>	<u>-</u>	<u>1,550,000</u>
Net movement in funds		1,421,425	(10,874)	1,410,551
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>1,773,747</u>	<u>78,129</u>	<u>1,851,876</u>
Total funds carried forward	15	<u><u>3,195,172</u></u>	<u><u>67,255</u></u>	<u><u>3,262,427</u></u>

# Nottingham Community and Voluntary Service

## (Registration number: 3505634) Balance Sheet as at 31 March 2021

	Note	2021 £	2020 £
<b>Fixed assets</b>			
Tangible assets	10	3,000,000	3,000,000
<b>Current assets</b>			
Debtors	11	67,170	52,157
Cash at bank and in hand		<u>240,052</u>	<u>353,922</u>
		307,222	406,079
<b>Creditors: Amounts falling due within one year</b>	12	<u>(162,870)</u>	<u>(143,652)</u>
<b>Net current assets</b>		<u>144,352</u>	<u>262,427</u>
<b>Net assets</b>		<u><u>3,144,352</u></u>	<u><u>3,262,427</u></u>
<b>Funds of the charity:</b>			
<b>Restricted income funds</b>			
Restricted funds	15	32,844	67,255
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>3,111,508</u>	<u>3,195,172</u>
<b>Total funds</b>	15	<u><u>3,144,352</u></u>	<u><u>3,262,427</u></u>

For the financial year ending 31 March 2021 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

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

The financial statements on pages 7 to 21 were approved by the trustees, and authorised for issue on ..... and signed on their behalf by:

.....  
Christopher Ball  
Trustee

# **Nottingham Community and Voluntary Service**

## **Notes to the Financial Statements for the Year Ended 31 March 2021**

### **1 Accounting policies**

#### **Summary of significant accounting policies and key accounting estimates**

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

#### **Statement of compliance**

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). They also comply with the Companies Act 2006 and Charities Act 2011.

#### **Basis of preparation**

Nottingham Community and 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 notes.

#### **Going concern**

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

#### **Exemption from preparing a cash flow statement**

The charity opted to adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

#### **Income and endowments**

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

#### ***Donations and legacies***

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

#### ***Grants receivable***

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

## Nottingham Community and Voluntary Service

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### *Deferred income*

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

#### **Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

#### *Charitable activities*

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

#### **Government grants**

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

#### **Taxation**

The charity 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 charity 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.

#### **Tangible fixed assets**

Individual items of office equipment costing £5,000.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses. Replacement of existing premises equipment within the building is written off in the year it is replaced.

#### **Depreciation and amortisation**

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

<b>Asset class</b>	<b>Depreciation method and rate</b>
Land and buildings	2.0% straight line
Office equipment	25.0% straight line

## Nottingham Community and Voluntary Service

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

#### Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the Charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

#### Fund structure

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

#### Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. Pension costs charges in the Statement of Financial Activities represent the contributions payable by the charity during the year.

## 2 Income from donations and legacies

	Unrestricted funds		
	General	Total	Total
	£	2021	2020
		£	£
Donations and legacies;			
Donations from companies, trusts and similar proceeds	60,562	60,562	26,000
Grants, including capital grants;			
Government grants	84,143	84,143	-
Other income from donations and legacies	50	50	13
	<u>144,755</u>	<u>144,755</u>	<u>26,013</u>

## Nottingham Community and Voluntary Service

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### 3 Income from charitable activities

	Unrestricted funds			
	General	Restricted	Total	Total
	£	funds £	2021 £	2020 £
Grants	-	110,044	110,044	189,832
Fees	2,418	-	2,418	1,996
Rent	92,287	-	92,287	116,385
Room hire	(21)	-	(21)	81,165
Services	(150)	-	(150)	1,445
Training & courses	4,276	-	4,276	11,546
Sundry income	-	-	-	211
	<u>98,810</u>	<u>110,044</u>	<u>208,854</u>	<u>402,580</u>

#### 4 Grants & donations

	Unrestricted funds £	Restricted funds £	Total £
Framework Housing Association	-	52,840	52,840
Nottingham City Council	51,016	21,226	72,242
Ashfield Voluntary Action	-	14,925	14,925
Notts Police & Crime Commissioner	-	9,989	9,989
Voluntary & Community Sector Emergencies Partnership	-	9,500	9,500
NHS Nottingham City CCG	-	1,500	1,500
HMRC JRS	33,127	-	33,127
Robin Hood Charity Trust	26,000	-	26,000
National Emergencies Trust	10,000	-	10,000
Nottm and Notts Refugee Forum	8,262	-	8,262
Bestwood Partnership Forum	5,000	-	5,000
The Renewal Trust	5,000	-	5,000
Groundwork Greater Nottingham	3,600	-	3,600
Nottingham Women's Centre	2,700	-	2,700
Sundry grants & donations	50	64	114
	<u>144,755</u>	<u>110,044</u>	<u>254,799</u>

## Nottingham Community and Voluntary Service

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### 5 Expenditure on charitable activities

	Unrestricted General funds	Restricted funds	Total 2021	Total 2020
	£	£	£	£
Affiliation fees, memberships & subscriptions	945	60	1,005	2,986
Bad debts	437	-	437	195
Bank charges & fees	620	-	620	1,361
Building expenditure	48,654	-	48,654	69,474
Communications	12,805	3,407	16,212	25,556
Grants repaid	-	-	-	4,354
Internal charges & overheads	(56,001)	56,001	-	-
IT support service	12,012	132	12,144	16,001
Office costs & hospitality	46	-	46	2,933
Printing	765	-	765	3,823
Professional fees	7,898	2,750	10,648	35,633
Project expenses & resources	855	-	855	908
Publicity, marketing & events	1,000	145	1,145	72
Staff costs (incl travel, freelance staff, recruitment & training)	287,124	91,854	378,978	403,699
Sundry expenditure	175	-	175	75
Volunteer expenses	-	-	-	972
	317,335	154,349	471,684	568,042

#### 6 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

#### 7 Staff costs

The aggregate payroll costs were as follows:

	2021 £	2020 £
<b>Staff costs during the year were:</b>		
Wages and salaries	335,968	363,833
Social security costs	20,972	23,901
Pension costs	13,112	12,560
Other staff costs	8,138	-
	378,190	400,294



## Nottingham Community and Voluntary Service

### Notes to the Financial Statements for the Year Ended 31 March 2021

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	<b>2021</b>	<b>2020</b>
	<b>No</b>	<b>No</b>
Average number of employees	<u>19</u>	<u>21</u>

13 (2020 - 15) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £13,112 (2020 - £12,560).

During the year, the charity made redundancy and/or termination payments which totalled £8,138 (2020 - £Nil).

No employee received emoluments of more than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £40,738 (2020 - £51,334).

#### **8 Fees payable to independent examiner**

During the period, the fees payable (excluding VAT) to the charity's independent examiner Community Accounting Plus are analysed as follows:

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Independent examination	1,905	1,750
Other financial services	1,235	1,463
	<u>3,140</u>	<u>3,213</u>

## Nottingham Community and Voluntary Service

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### 9 Taxation

The charity is a registered charity and is therefore exempt from taxation.

#### 10 Tangible fixed assets

	Land and buildings £	Office Equipment £	Total £
<b>Cost</b>			
At 1 April 2020	3,671,437	49,704	3,721,141
At 31 March 2021	3,671,437	49,704	3,721,141
<b>Depreciation</b>			
At 1 April 2020	671,437	49,704	721,141
At 31 March 2021	671,437	49,704	721,141
<b>Net book value</b>			
At 31 March 2021	3,000,000	-	3,000,000
At 31 March 2020	3,000,000	-	3,000,000

#### 11 Debtors

	2021 £	2020 £
Trade debtors	54,145	24,158
Prepayments	1,576	13,812
Accrued income	11,449	13,287
Other debtors	-	900
	<u>67,170</u>	<u>52,157</u>

#### 12 Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	6,958	20,218
Other loans	100,000	100,000
Other taxation and social security	14,690	10,281
Other creditors	2,039	2,318
Accruals	3,238	10,585
Deferred income	35,945	250
	<u>162,870</u>	<u>143,652</u>

## Nottingham Community and Voluntary Service

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### 13 Obligations under leases and hire purchase contracts

##### Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2021 £	2020 £
<b>Photocopier</b>		
Within one year	677	677
Between one and five years	<u>1,523</u>	<u>2,200</u>
	<u>2,200</u>	<u>2,877</u>

#### 14 Charity status

The charity is a company limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

## Nottingham Community and Voluntary Service

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### 15 Funds

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2021 £
<b>Unrestricted funds</b>					
<i>General</i>					
General	145,172	243,565	(317,335)	40,106	111,508
<i>Designated</i>					
NVAC repairs fund	50,000	-	-	(50,000)	-
Property fund	944,972	-	-	-	944,972
Revaluation reserve	2,055,028	-	-	-	2,055,028
	<u>3,050,000</u>	<u>-</u>	<u>-</u>	<u>(50,000)</u>	<u>3,000,000</u>
<b>Total Unrestricted funds</b>	<u>3,195,172</u>	<u>243,565</u>	<u>(317,335)</u>	<u>(9,894)</u>	<u>3,111,508</u>
<b>Restricted funds</b>					
Community Connector	23,751	-	(23,751)	-	-
NCC Comm Assn Admin	2,057	10,777	(9,598)	-	3,236
Skills & Opportunity (Natwest)	7,292	-	(5,449)	-	1,843
DSIPP Partnership (NCC)	23,120	-	(33,014)	9,894	-
PDU	11,035	52,904	(47,890)	-	16,049
Community Assets	-	9,989	(9,989)	-	-
NHS Year 1 Integrated Volunteer Approaches	-	1,500	(1,500)	-	-
VCSEP & Liaison Lead	-	9,500	(4,750)	-	4,750
Good Sam Project	-	10,449	(3,483)	-	6,966
Ashfield Voluntary Action	-	14,925	(14,925)	-	-
	<u>67,255</u>	<u>110,044</u>	<u>(154,349)</u>	<u>9,894</u>	<u>32,844</u>
<b>Total restricted funds</b>	<u>67,255</u>	<u>110,044</u>	<u>(154,349)</u>	<u>9,894</u>	<u>32,844</u>
<b>Total funds</b>	<u>3,262,427</u>	<u>353,609</u>	<u>(471,684)</u>	<u>-</u>	<u>3,144,352</u>

The transfer from the NVAC repairs fund to the General fund represents the release of the need for this money to be designated due to the upcoming sale of the building.

The transfer from the General fund to the NCC Community Project fund is to cover the deficit on this activity.

## **Nottingham Community and Voluntary Service**

### **Notes to the Financial Statements for the Year Ended 31 March 2021**

The specific purposes for which the funds are to be applied are as follows:

The Designated repair fund is for refurbishment of the building.

The Designated property fund represents the value of the freehold land and building at the end of this accounting period.

The Community Connector fund supports the successful implementation of Social Prescribing in communities to help ensure that communities are equipped and welcoming of social prescribing.

The NCC Community Association Admin fund supports specified Community Associations In Nottingham city by identifying their community needs, opportunities to improve their reach and engagement and administrative priorities to support and increase the Associations sustainability.

The Skills & Opportunity (Natwest) fund is to deliver the Enterprising Nottingham Programme of training and one to one support for social enterprises.

The PDU funding is to deliver learning and professional development support to organisations working within the multiple and complex needs area, this is an on-going fund the small deficit on this fund is due to timing issues.

The Community Assets Assessment fund paid for a community engagement programme to map community assets which will help local people tackle serious and violent crime, commissioned by the Violence Reduction Unit.

The NHS Year 1 Integrated Volunteer Approaches fund for participation in developing ideas about volunteering programmes to support NHS and Social Care services.

The VCSEP & Liaison Lead fund paid for senior officer time to participate in a national programme to design the voluntary sector's role in emergencies such as fires, floods or pandemics.

The Good Sam Project (NHSE Embed and Evaluate programme) funded a partnership between NCVS and Gedling Borough Council to evaluate the NHS Volunteer Responder (Good Sam) programme at a local level.

The funding from Ashfield Voluntary Action was for a Patient and Public Engagement programme to find out about local patient experience by working through voluntary organisations that support them, then reporting back to the CCG.

# Nottingham Community and Voluntary Service

## Notes to the Financial Statements for the Year Ended 31 March 2021

	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Transfers £	Other recognised gains/(losses) £	Balance at 31 March 2020 £
<b>Unrestricted funds</b>						
<i>General</i>						
General	63,896	259,929	(350,602)	171,949	-	145,172
<i>Designated</i>						
NVAC repairs fund	210,000	-	-	(160,000)	-	50,000
Property fund	944,972	-	-	-	-	944,972
Revaluation reserve	505,028	-	-	-	1,550,000	2,055,028
CRM System	49,851	-	(37,902)	(11,949)	-	-
	<u>1,709,851</u>	<u>-</u>	<u>(37,902)</u>	<u>(171,949)</u>	<u>1,550,000</u>	<u>3,050,000</u>
<b>Total unrestricted funds</b>	<u>1,773,747</u>	<u>259,929</u>	<u>(388,504)</u>	<u>-</u>	<u>1,550,000</u>	<u>3,195,172</u>
<b>Restricted funds</b>						
Community Connector	-	35,000	(11,249)	-	-	23,751
NCC Comm Assn Admin	-	25,776	(23,719)	-	-	2,057
Skills & Opportunity (Natwest)	17,287	17,287	(27,282)	-	-	7,292
DSIPP Partnership (NCC)	40,000	-	(16,880)	-	-	23,120
PDU	(352)	45,500	(34,113)	-	-	11,035
Hidden Harm	4,354	11,924	(16,278)	-	-	-
Disability Sports Project (DISPP)	16,858	-	(16,125)	(733)	-	-
Activity Buddies	(18)	10,415	(11,130)	733	-	-
Development Services	-	22,762	(22,762)	-	-	-
<b>Total restricted funds</b>	<u>78,129</u>	<u>168,664</u>	<u>(179,538)</u>	<u>-</u>	<u>-</u>	<u>67,255</u>
<b>Total funds</b>	<u>1,851,876</u>	<u>428,593</u>	<u>(568,042)</u>	<u>-</u>	<u>1,550,000</u>	<u>3,262,427</u>

## Nottingham Community and Voluntary Service

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### 16 Analysis of net assets between funds

	Unrestricted funds		Restricted funds	2021 Total funds
	General £	Designated £	£	£
Tangible fixed assets	-	3,000,000	-	3,000,000
Current assets	238,433	-	68,789	307,222
Current liabilities	(126,925)	-	(35,945)	(162,870)
Total net assets	<u>111,508</u>	<u>3,000,000</u>	<u>32,844</u>	<u>3,144,352</u>

  

	Unrestricted funds		Restricted funds	2020 Total funds
	General £	Designated £	£	£
Tangible fixed assets	-	3,000,000	-	3,000,000
Current assets	288,824	50,000	67,255	406,079
Current liabilities	(143,652)	-	-	(143,652)
Total net assets	<u>145,172</u>	<u>3,050,000</u>	<u>67,255</u>	<u>3,262,427</u>

#### 17 Related party transactions

There were no related party transactions in the year.

#### 18 3rd party funds

	Opening balances £	Incoming resources £	(Resources expended) £	Total £
PCC Notts	-	29,085	(18,322)	10,763
YANA	-	4,753	(1,800)	2,953
	<u>-</u>	<u>33,838</u>	<u>(20,122)</u>	<u>13,716</u>

#### 19 Non-adjusting events after the financial period

The sale of the property was agreed in 2019 for £3m (subject to planning permission). On 23rd April 2020 a deposit of £50,000 was paid and this deposit is being held by Freeths solicitors. The completion of the sale is expected in the next financial year.