



**Richmond upon Thames
Council for Voluntary Service**

Company limited by Guarantee No. 3730089
And Registered Charity No. 1075259

**Trustees Report and
Statement of Financial Activities**

1 April 2021 – 31 March 2022

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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

The Trustees, who are also directors for the purposes of company law, have pleasure in presenting their report and the financial statements for the charitable company for the year ended 31 March 2022. 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 the Republic of Ireland (FRS 102) (effective 1 January 2019).

Registered Company number
3730089 (England and Wales)

Registered Charity number
1075259

Registered office
RHACC
Parkshot
Richmond TW9 2RE

TRUSTEES/DIRECTORS OF THE CHARITY & COMPANY

Mr N McEwen - Chair
Ms C Spicer - Vice Chair
Mr N Dowler – Treasurer
Mr P Wright
Ms J Crichton – resigned 21st April 2021
Mr A Procter
Mr G Sheridan

Director

Ms K Williamson

Finance

Sutton CVS Community Accountancy Service

Bankers

Unity Trust Bank, Nine Brindley Place, Birmingham B1 2HB

Independent Examiner

Mr Andrew Wells, FMAAT
Clarke & Wells,
99 Western Road,
Lewes
BN7 1RS

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. Richmond Council for Voluntary Service (Richmond CVS) is a company limited by guarantee governed by a Memorandum and Articles of Association dated 10th March 1999. Membership of Richmond CVS is open to local voluntary and community organisations that comply with the criteria for membership.

Recruitment and appointment of new Trustees

The Trustee Board is made up of no less than four and no more than ten persons elected by Richmond CVS members at the Annual General Meeting. The Trustee Board is also able to co-opt up to five additional members to fill skills gaps. At each Annual General Meeting, one-third of the Trustee Board, both elected and co-opted, retire but all are eligible for re-election. No elected or co-opted member of the Trustee Board serves for more than six consecutive years. However, members may be eligible for re-election or co-option for a period or periods not exceeding three consecutive years, with the prior approval of the Trustee Board. The Trustee Board elects a Chair, Vice-Chair, Secretary, Treasurer and any other officers it wishes. The Chair and Vice-Chair hold office for no more than six consecutive years. There are two nominees of the London Borough of Richmond-upon-Thames who may attend Trustee Board meetings as observers – during the 2021-22 year, there were no nominees.

Induction and training of new Trustees

New Trustees are provided with an induction programme led by the Director and are also provided with a copy of the Memorandum and Articles of Association, and the latest Annual Report and Accounts. The programme includes a briefing on their obligations under company and charity law, the decision-making processes within Richmond CVS, details of sub-committees of the Board, the Business Plan, and details of recent financial performance. They also have the opportunity to meet employees. Trustees are also encouraged to participate in appropriate external training events where these will facilitate the undertaking of their role.

Organisational structure

The Board of Trustees, which can have up to 15 members, governs the charity. The Board meets at least quarterly and there are Sub-Committees covering finance and human resources. Sub-Committees have Terms of Reference which delegate some decision-making powers to them and they may also receive ad-hoc delegated powers from the Trustee Board. A Director is appointed by the Trustees to manage the day-to-day operations of the charity. Assisted by other members of the staff team, the Director will meet with and advise the Trustee Board and the Sub-Committees.

Risk management

In line with the Trustees' policy, Richmond CVS aims to implement full best practice in terms of risk control, focusing on:

- Strategic planning with in-built contingency
- Maintenance of a risk register
- Internal quality assurance
- Continuing re-evaluation of the impact of internal change and environmental factors on the sustainability of Richmond CVS' work programmes

The Board of Trustees is satisfied that these processes enable the identification of major risks to which the charity is exposed.

Richmond CVS's Vision and Mission Statement

Richmond CVS's Vision is of strong, vibrant communities that are open, inclusive and at the heart of local life.

Richmond CVS's Mission

Richmond CVS is the membership body for voluntary and community groups in Richmond, providing leadership, infrastructure and capacity building support.

Richmond CVS's Mission is to provide strong effective leadership to:

- Work for the community, supporting a robust and sustainable voluntary sector, which meets local need
- Facilitate positive partnership working
- Strengthen, support and enable volunteering and community action
- Empower community groups and individuals to influence and contribute to their community

Richmond CVS works in partnership with CVS colleagues in other boroughs, particularly in South West London (Kingston, Merton, Sutton, Croydon and Wandsworth). The London CVS Directors' network and London Volunteer Centre Network are facilitated by London Plus and both meet quarterly to exchange information and discuss opportunities for collaborative working.

The Statement of Financial Activities for the year is set out on page 17 of the financial statements. A summary of the financial results and the work of the charity are set out below.

Public Benefit

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission in determining the activities undertaken by the Charity. The following sections demonstrate our provision of public benefit.

CHAIR'S REPORT

The two significant themes for Richmond CVS during this year were the continuing effects of the Covid 19 Pandemic on the local sector and the recommissioning of the VCS infrastructure contract from the Council.

We were delighted that following a review and consultation with local voluntary and community groups, the Council decided to directly award a new four year contract to Richmond CVS, starting in January 2022. The board and staff very much appreciated the collaborative process with the Council. We would like to thank everyone who supported this approach, particularly those in the voluntary and community sector who took part in engagement events and showed how much they valued the work we do. It was a hugely positive endorsement of what the Richmond CVS team do, and we are very grateful for the Council's continued investment in us. We do not underestimate though the challenges that lie ahead and how we need to continue to evolve and increase our support to the local sector, as well as working in partnership with stakeholders.

The continuing effects of the pandemic and lockdowns influenced a lot of our work during this year. We continued to hold meetings and training online and these were well received. We hope to return to in person networking at least in late Spring 2022. Financial support from funders such as the Council, local Trusts and grant makers outside of Richmond has helped the sector weather the financial storm caused by Covid 19 but the loss of opportunities for community fundraising has had an impact and understandably voluntary groups remain worried about their financial future. Information, advice and support around funding remains our top priority but during this year I am pleased that we have also been able to expand our service around governance thanks to a grant from Richmond Parish Lands Charity (RPLC).

I would like to take this opportunity to thank all of our funders who are essential in us being able to serve the local voluntary and community sector; the Council, Achieving for Children, NHS SW London CCG and RPLC.

The board and I are grateful to the staff team for all their hard work during this year, and the dedication they continue to show to support the brilliant voluntary and community groups in Richmond. I would also like to thank my fellow trustees for their time and contribution to board meetings and associated work.

Nigel McEwen
Chair

RICHMOND CVS's ACTIVITIES AND ACHIEVEMENTS IN 2021-2022 - KEY HIGHLIGHTS**Strategic Leadership, Representation and Voice; facilitating positive partnership working**

The work undertaken in this area is varied, including regular communication with people involved in the local sector; strategic meetings with statutory partners; information and network events for local groups; involvement in health and care work; and one-to-one meetings. The aim is to inform, empower and champion voluntary and community groups.

We use online communications to engage with the local community, nearly 2,000 followers on Twitter this year and approximately 450 followers on Facebook. We use Mailchimp to send out our monthly newsletter and regular e-alerts to keep our network up to date.

We held three Health and Wellbeing Network Meetings online. These meetings assisted statutory partners with specific pieces of work. The first two meetings were about the development of the SW London Integrated Care System (ICS) and Richmond's Joint Strategic Needs Assessment (JSNA), while the third meeting involved a presentation and discussion on the refreshed Richmond Health and Care Plan. The attendees' feedback proved to be helpful in finalising this plan. These meetings were well-received and garnered positive feedback, such as: "The meetings are always well organised and informative."

Our CEO Network continued to meet online and topics covered included returning to the office, ICS development, accommodation, and the challenge of funding and income generation. Feedback received included: "It is just really helpful to be in a forum with other CEO personnel – sharing information, support and knowledge."

As part of our governance programme funded by Richmond Parish Lands Charity, we held our first Chairs' Network Meeting and attendees found beneficial to meet other Chairs, albeit online, and share experiences. Feedback included: "Very helpful networking event - pleased I attended and now keen to know about the ways RCVS can help us."

We worked closely with the Council in a range of ways. For example, in addition to our regular business with them, we co-hosted a successful Covid Q&A for VCS organisations; gave early input into the Council's Social Value Toolkit and supported Council Officers to successfully take part in the London Social Bite Funding scheme. Supporting the sector from the impact of the pandemic continued to be a significant theme of our work and we continued to be involved in the cross sector Covid-19 Community Response group.

Significant work was undertaken with South West London CVS colleagues and NHS officers regarding the development of the forthcoming ICS development. This included ensuring that the VCS has a voice and agency in the new structure and initiating the planning for a SW London VCSE Alliance. We led on the commissioning of research and report to inform the future Alliance and will continue to be involved in this work through 2022.

We have a strong connection with our voluntary sector partners outside of Richmond, which enables us to share expertise and information with each other. We ensured that we gained useful updates beyond Richmond by attending meetings and AGMs of relevant national and regional organisations such as NCVO, NAVCA and London Plus.

Supporting a robust and sustainable voluntary sector to provide locally needed, quality services

Our capacity building service provides information, advice and training to local organisations and groups, the majority of them having an income below £100,000. Our support varies widely, with a major focus on funding, governance, safeguarding, HR, policy review, startups, and legal structures. Over the course of the year, we delivered 282 one-to-one advice sessions to 192 groups. 34 funding bids were reviewed, with the total value of bids supported being £888,243.31. Funders outside of the local area included BBC Children in Need, Assura Community Fund, and Heathrow Community Trust's Covid-19 Resilience Fund.

In total, 340 delegates attended 22 training sessions, focusing on a range of topics, including but not limited to cybersecurity, fundraising, cost of living pay reviews, charity property plans, anti-racism, and sharing charities' stories through social media.

Funding advice work was busy throughout the year. During Small Charities Week, we offered funding advice slots, which proved to be popular. As part of this week, and in order to support a training session on digital fundraising, we published two case studies focusing on what local charities have done.

Funding advice often focused on different areas of the income spectrum and how the group can grow income in that area. For example, through fundraising events, corporate giving or through digital fundraising. Smaller groups focused on grant funding, with our role being to support their journey from small pots of local funding to applying to national funders. We shared information about Council funds with a number of groups, both new and well-established.

Feedback following 1:1 support:

"Came away with a much clearer picture of both the local funding arena as well as capital expenditure funding opportunities. Heather was very knowledgeable and had previously visited our main centre in the past, which helped a lot as she is familiar with our work."

"I just wanted to let you know that we got the Awards for All funding! Thank you so much for all your help with the applications over the last few weeks – it's made a huge difference and this funding will mean we can start a brand- new project in January, so we're thrilled."

Feedback following training:

"Excellent session. I liked the mix of presenting and working in small groups. Personally, I feel that I have learnt a lot, the course has also encouraged me to question my role/responsibilities as a newly appointed trustee. Organiser/presenter clearly has a lot of expert knowledge."
(Introduction to Trusteeship: Part 1)

"Julie was extremely easy to listen to for three hours. Very professional and knowledgeable and an excellent manner of presentation. Very good at bringing as many as were comfortable, to be included and participate. Richmond CVS is a great resource. Thank you so much..."
(Writing Successful Funding Applications)

Due to a grant from Richmond Parish Lands Charity (RPLC), we were pleased to expand our governance offer to local groups by providing additional training and in depth, bespoke 1:1 support that has helped them particularly post pandemic. This programme will continue in 2022 and will be independently evaluated to provide further learning.

Strengthening volunteering and community action

With the help of our volunteering service, potential volunteers are able to look for roles on our database and to contact us via telephone or email for an in-depth discussion about volunteering opportunities. We also assist organisations with finding the right volunteers and trustees by promoting their roles on our database and in our volunteering newsletter sent monthly via Mailchimp. We offer advice and training to support and promote best practice and raise the profile of volunteering and trusteeship. More than 700 volunteer roles were filled through our volunteering service during the year.

Our training sessions had a total of 143 attendees this year. Topics covered included safer recruitment and management of volunteers, lone working, and volunteering and the law. We also provided one-to-one support via the telephone to approximately 146 potential volunteers.

Three Volunteer Coordinators' Forums were held online. These sessions allowed for Coordinators in the borough to connect and share ideas. Topics covered included how the pandemic has changed the volunteering experience, as well as the vision of volunteering. The notes from the latter session were shared with NAVCA to give a local perspective to their consultation on the future of volunteering. Feedback included: "Really find the Forums useful to get to know the sector in the borough and to share thoughts and ideas and learning."

In June, we held an online Volunteer Fair. Each charity gave a 2-minute pitch, and follow-up information was sent out to help put volunteers in touch with organisations. The recording of the event was uploaded to our website and sent out to around 3,500 volunteers via our newsletter. Feedback from potential volunteers included:

"I have already contacted one of the above organisations and have arranged to visit them. This event has certainly given me a lot to think about and made me realise that there are many opportunities out there to look at."

"It was my first time attending an event like this and it was brilliant. Just the right amount of time for each charity/organisation to pitch, and they were really varied roles so there was something for everyone. Please let me know if there are any future events - thank you so much for arranging this and providing a beneficial event!"

An increased number of volunteers registered on our database as a result of the Afghanistan refugee crisis. To help respond to this, an information sheet was created for those interested in supporting refugees.

Meetings took place with DWP Job Centre and we took part in the RHACC Job Club Open Day and the Full of Life Fair. Later on, we had a stall at Richmond University's in-person Volunteer Fair to promote volunteering to students.

Our Trustee Recruitment Event took place online in October. 16 charities pitched to the audience and we had two speakers. Follow-up materials, including the recording of the event, went out to all who had booked. Feedback from potential trustees included:

"It was well organised and very well chaired with a rich mix of charities doing great work. Very encouraging to see how much is being done in the borough. Thank you for a valuable event."

From organisations: "Another well organised event with a successful outcome for us."

"Fantastic. We have three amazing new trustees. Thank you for all the hard work you do."

Community Involvement

Co-production is a key aspect of our work. We work in partnership with local people, Richmond Council, the Clinical Commissioning Group (CCG), Healthwatch Richmond and voluntary and community organisations, as well as partners in South West London (SWL).

This year, plans to develop a SWL Integrated Care System (ICS) moved towards completion. Although involvement systems at local levels are expected to evolve over time, it was not entirely clear how local engagement would factor into system-wide engagement.

Shifts towards online involvement mechanisms that occurred during the earliest phase of the pandemic have led to greater general familiarity with and acceptance of the use of online meetings and digital involvement. This is so too among people who use health and care services, many of whom could face significant risk if infected. Thus, there has been a shift in expectations of involvement methods by health and care users in the community and a very limited return to pre-pandemic approaches.

These factors are likely to create a permanent shift in expectations as online involvement mechanisms continue to mature. Our focus has therefore turned towards ensuring those who cannot use online methods are not excluded. This will be achieved by providing the possibility of hybrid meetings where needed or offering dial-in access and, where there is capacity, supporting individual participation.

SWL CCG incorporates the areas of the former NHS Richmond, Wandsworth, Kingston, Sutton, Merton and Croydon CCGs. The CCG will be abolished by the summer of 2022, with a SWL ICS taking the CCGs and a broader role in developing and integrating health and care.

This was the final year of our participation in the SWL CCG board focusing, on behalf of SWL VCS infrastructure organisations, on public and patient involvement. The role was of immediate benefit in ensuring that the CCG understood and were responsive to service users and carers' perspectives. It was also possible to contribute towards the development of the involvement structures that the ICS are developing at system level. The role also enabled us to understand where the main challenges to involvement are likely to be. We expect those challenges to be the maintenance and development of local involvement mechanisms, as well as ensuring that patient voice arising from the local levels is fed through to system level.

While we anticipate that the winding up of the CCG could have a temporary adverse impact on some health-related involvement, there is scope for overall improvements. For instance, voluntary and community organisations will become a fuller partner in the ICS and health and care environment, so it should be possible to use the relationships community organisations have with their communities to develop new involvement mechanisms.

In view of the greater role that community organisations are expected to have in the new structures, we are particularly well-placed to contribute towards ensuring that engagement with health and care users continue to develop. Our participation in the Richmond Community Involvement group, Richmond and Kingston Communications and Engagement Group and our co-organisation (with the local authority) of the Health and Social Care Coproduction Group, as well as our participation in various strategic groups, are crucial to this, as are our relationships with health and care users and key stakeholders in all sectors. These enable us to understand where challenges towards, or opportunities for, involvement may exist and to contribute fully towards helping to develop the local involvement environment.

Supporting organisations working with Children and Young People

In this area of work, we link statutory partners with the VCS, in which the borough has a wide range of organisations providing services, including early years and youth work. By providing funding advice and brokering relations between the sectors, we aim to meet the needs of local families.

In terms of post-Covid recovery, we supported the sector with advice, information and advocacy as they responded to new requirements, increased and changing need in the community, and challenges such as staff and volunteer recruitment.

We worked with Achieving for Children to develop a partnership with the VCS to deliver the holiday activity programme, funded by the DfE and inspired by Marcus Rashford's campaign to improve opportunities for families in receipt of Free School meals. Four VCS providers were commissioned to provide summer holiday activity as part of the Richmond and Kingston FUEL (Feed UR Everyday Lives): Harlequins, Brilliant Play CIC, Marble Hill Play Centre, and Kick London.

We worked on improving the awareness of the VCS of their safeguarding responsibilities for children and adults at risk that are involved in their services and developing and strengthening safeguarding policy and practice in a wide range of organisations, including Richmond Aqua Physio Group, Pope's Grotto Preservation Society and Space2Grieve.

We provided a wide range of support for groups applying to funds managed by LBRUT, including The Richmond Community Fund, Active Richmond and the Local Area Fund. This led to capital investments and increased opportunities for local residents to get fit and make friends in their community, contributing to our overall vision of supporting a vibrant and thriving voluntary sector that helps residents start well, live well, and age well.

We provided advice to funders, including the Richmond Voluntary Fund. We identified priorities within the theme of children and young people's mental health and provided intensive bid review support with a focus on safeguarding. We were also a panel member and advisor of One Richmond. Additionally, we highlighted local needs, the impact of Covid, and the emerging needs and challenges locally. These will be fed into BBC Children in Need's refresh of its priorities for future funding rounds.

We provided comprehensive feedback on behalf of the sector on the draft Richmond Local Plan 2024-39. This is the main planning and strategic document that shapes the development of the borough over the next 15 years and directs investment into identified key priorities. The feedback we provided was designed to raise awareness of the value and contribution that the VCS brings to community development and sustainability, to highlight the needs of the sector as employers, service providers and owners/leaseholders of community buildings, and to create opportunities for investment into community buildings and services, maximising opportunities for the sector to be full partners in future plans for the borough, with particular reference to the key concept of the 20-minute neighbourhoods.

We are members of a range of strategic groups, including the SEND Partnership Board and Kingston and Richmond Children's Safeguarding Partnership Board, to which our Children and Young People's Voluntary Strategic Lead Manager continued to contribute.

FINANCIAL REVIEW

Income generation, reserves and working capital policy

Income Generation

Richmond CVS total income increased from £312,365 to £357,567 during the year.

Expenditure increased from £299,027 to £345,885.

Restricted Funds

Richmond CVS receives grants and contracts for activities which are considered to be restricted funds; as such funds can only be used for the purpose for which the funds were given.

Working Capital Policy

In order to support future growth, the Trustees maintain a reserve or working capital policy.

Richmond CVS needs to maintain its core activities, its grant-funded activities and anticipate future developments. Richmond CVS therefore operates an undesignated fund.

The Trustees believe that an undesignated fund representing a reserve equal to six months' operational costs, including any winding up costs, is required.

FUTURE DEVELOPMENTS

The extremely positive development of our new four year contract with the Council at the start of January 2022 means that Richmond CVS is fortunate to now have significant financial certainty. In turn we are keen to ensure this means that we can give the best possible support to the local voluntary and community sector as it faces increasingly difficult times. We intend to use our relatively stable base as an opportunity to invest further in our services. From Spring 2022 we will be using some of our reserves to fund a project worker to increase and develop our support around digital services, something that the sector has requested. We will continue to deliver high quality support to the sector, including a broad range of 1:1 support and training.

Our work with statutory partners, in particular the Council, AfC and the new NHS SW London Integrated Care System will remain a priority in terms of how it enables the local VCS to thrive and in turn support the borough's communities and residents.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees (who are also the directors of Richmond CVS for the purposes of company law) are responsible for preparing the Report of the Trustees 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 which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of

the charitable company for

that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- 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 proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to 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.

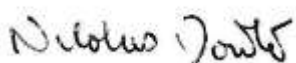
In so far as the Trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

INDEPENDENT EXAMINATION

Mr Andrew Wells will be proposed at the forthcoming Annual General Meeting as Independent Examiner for 2022/23.

Approved by order of the Board of Trustees on 21st December 2022 and signed on its behalf by:



Nicholas Dowler (Treasurer)

Independent Examiners Report on the Accounts**Report to the
trustees/directors/
members of**

Richmond Upon Thames Council for Voluntary Service

**On accounts for the year
ended**31st March 2022**Charity no.:**

1075259

Company no.:

3730089

Set out on pages

15-24

**Responsibilities and
basis of report**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31/03/2022.

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

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

The company's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of The Association of Accounting Technicians.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the

accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or

•the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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

Signed:



Date: 21/12/2022

Name: Andrew Wells

Relevant professional
qualification(s) or body (if
any):

The Association of Accounting Technicians

Address:

99 Western Road, Lewes, East Sussex BN7 1RS

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of
any items that the
examiner wishes to
disclose.

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

		Unrestricted	Restricted	Total	Total
		Funds	Funds	Funds	Funds
		2022	2022	2022	2021
	Note	£	£	£	£
Income:					
Charitable Activities	2	2,722	354,802	357,524	312,310
Investments	3	43	-	43	54
Total Income		2,765	354,802	357,567	312,365
Expenditure:					
Charitable Activities	4	138	345,747	345,885	299,027
Total Expenditure		138	345,747	345,885	299,027
Net Income / (expenditure)		2,627	9,055	11,682	13,338
Transfer between funds		-	-	-	-
Net movement in funds		2,627	9,055	11,682	13,338
Total Funds brought forward		165,380	86,174	251,554	238,216
Total Funds carried forward		168,007	95,229	263,236	251,554

**BALANCE SHEET
AT 31 MARCH 2022**

	Note	2022		2021	
		£	£	£	£
CURRENT ASSETS:					
Debtors and receivable	9	136,182		58,966	
Prepayments		3,206		2,635	
Cash at bank and in hand		191,874		208,412	
		<u>331,262</u>		<u>270,012</u>	
CREDITORS:					
Amounts falling due within one year	10	<u>68,024</u>		<u>18,458</u>	
NET CURRENT ASSETS:			263,236		251,554
NET ASSETS			<u><u>263,236</u></u>		<u><u>251,554</u></u>
FUNDS:					
Restricted Funds			95,229		86,174
Unrestricted Funds			<u>168,007</u>		<u>165,380</u>
	11		<u><u>263,236</u></u>		<u><u>251,554</u></u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022. No members have required the company to obtain an audit of its accounts for the year in question, under Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts. These accounts have been prepared in accordance with the provisions applicable to companies subject the small company's regime.

ON BEHALF OF THE BOARD:

Approved by the Board



Gerry Sheridan

On

21st December 2022

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

Net Income	11,682
Adjustments to reconcile Net Income to Net Cash provided by operations:	
Accrued Income	(41,188)
Debtors	(40,588)
Prepayment	(571)
Receivable	4,560
Creditors	1,988
Corporate Card	252
Accruals and Deferred Income	6,739
Grants in Advance	40,588
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	(28,221)
Net cash provided by operating activities	(16,538)
Net cash increase for period	(16,538)
Cash at beginning of period	208,412
Cash at end of period	191,874

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

1. ACCOUNTING POLICIES**Basis of preparation of the 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 Financial Reporting Standard applicable in the UK and Republic of Ireland FRS 102 effective 1 January 2019 and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), and the Companies Act 2006.

Changes to accounting policies

No changes to accounting estimates have occurred in the reporting period.

Material prior year errors

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

Income recognition policies

Items of income are recognised and included in the accounts when all of the following criteria are met;

- The charity has entitlement to the funds;
- Any performance conditions attached to the item of income has been met or is fully within the control of the charity;
- There is sufficient certainty that receipt of the income is considered probable; and
- The amount can be measured reliably.

Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Cost of generating funds

The charity is precluded from efforts that might adversely affect its member interests and accordingly no fundraising is undertaken. These costs reflect the work undertaken by the Director in generating new grants for charitable work.

Charitable Expenditure and liabilities

Charitable expenditure includes all expenditure directly related to the objects of the Charity. This includes support costs, which are the staffing and associated costs of supporting, monitoring and evaluating the work of the charity. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty. Liabilities are measured on recognition at historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2022****Governance and support costs**

Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

Publicity is provided only in relation to the services provided to member organisations.

Grants Policy

Grants payable are charged in the year when the offer is conveyed to the recipient except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled.

Fund Accounting

The Charity maintains the following funds:

Unrestricted funds

These represent funds which are expendable at the discretion of the Trustees in furtherance of the objects of the Charity. Such funds may be held in order to finance both working capital and capital investment. These are made up of unrestricted funds and other Income which can be allocated by the Trustees for future identifiable expenditure; the Charity's free reserves are working capital.

Restricted Funds

The Charity's restricted funds represent grants or donations which are allocated by the donor for specific purposes.

Pension Costs

The Charity operates a defined contributions pension scheme, the assets of which are held separately from those of the Charity in an independently administered fund. Contributions payable for the year are charged in the Statement of Financial Activities on an accruals basis.

Debtors

Debtors are measured on initial recognition at settlement amount. Subsequently, they are measured at the cash or other consideration expected to be received.

Cash and cash equivalents

Cash and cash equivalents are represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours.

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2022****2 INCOME FROM CHARITABLE ACTIVITIES**

	2022	2021
	£	£
Grants and Contracts	354,802	307,897
Restricted Receipts	-	3,750
Other Income	2,722	663
	<u>357,524</u>	<u>312,310</u>

Grants received, included in the above, are as follows:

	2022	2021
	£	£
LBRuT Representation	81,400	80,100
LBRuT Capacity Building, Sustainability & Skills	70,728	70,528
LBRuT Volunteering	66,996	66,996
Children & Young People	42,000	42,000
Community Involvement	41,188	41,188
SWL Personalised Care Small Grant	-	(4,407)
NHS -20/21 PPV	12,179	11,492
RPLC Fund	12,547	-
Social Bite Fund	2,764	-
VCS voice	25,000	-
	<u>354,802</u>	<u>307,897</u>

3 INVESTMENT INCOME

	2022	2021
	£	£
Deposit account interest	<u>43</u>	<u>54</u>

4 EXPENDITURE ON CHARITABLE ACTIVITIES

	2022	2021
	£	£
Project costs	53,862	29,510
Staff costs (note 8)	254,992	233,869
Governance costs (note 5)	3,179	2,254
Office costs	<u>33,852</u>	<u>33,394</u>
	<u>345,885</u>	<u>299,027</u>
Unrestricted expenditure	138	363

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2022****5 GOVERNANCE COSTS**

	2022	2021
	£	£
Legal and professional fees	13	-
Independent Examiner's/auditors' remuneration	3,000	1,500
Support costs	166	754
	<u>3,179</u>	<u>2,254</u>

6 NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	2022	2021
	£	£
Independent Examiner's/Auditors' remuneration	<u>3,000</u>	<u>1,500</u>

7. TRUSTEES' REMUNERATION AND BENEFITS

The Trustees received no remuneration for professional services not connected with their role as Trustee (2021: £nil).

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2022 or for the year ended 31 March 2021.

8 STAFF COSTS

	2022	2021
	£	£
Wages, salaries and expenses	220,613	202,984
Social security costs	17,573	15,109
Other pension costs	16,805	15,776
	<u>254,992</u>	<u>233,869</u>

The average monthly number of employees during the year was as follows:

	2022	2021
Management and Administration	2	2
Communications & Admin	1	1
Community Involvement	1	1
Capacity Building	1	1
Children & Young People	1	1
Volunteering Service	1	1
	<u>7</u>	<u>7</u>

The number of employees whose emoluments fell within the following bands was:

	2022	2021
£60,001 - £70,000	-	-

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2022****9 DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2022	2021
	£	£
Trade debtors	40,588	-
Accrued Income	95,594	58,966
	<u>136,182</u>	<u>58,966</u>

10 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Grants in advance [Note 1]	40,588	-
Other creditors	13,640	11,401
Accruals	13,796	7,057
	<u>60,024</u>	<u>18,458</u>
 [Note 1]		
PHM Funding	25,000	
NHS Pharmacy Insight Funding	12,500	
NHS PPV	3,088	
	<u>40,588</u>	

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2022****11 MOVEMENT IN FUNDS**

	At 31.3.21 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General fund	165,380	2,627	-	168,007
Restricted funds				
Restricted	86,174	9,055	-	95,229
TOTAL FUNDS	<u>251,554</u>	<u>11,682</u>	<u>-</u>	<u>263,236</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Total Unrestricted Funds	<u>2,765</u>	<u>(138)</u>	<u>2,627</u>
Restricted Funds			
LBRuT Lot 1	81,400	(81,365)	35
LBRut Lot 2	70,728	(70,547)	181
LBRut Lot 3	66,996	(65,203)	1,793
Children & Young People	42,000	(42,630)	(630)
Community Involvement	41,188	(41,174)	14
NHS - PPV	12,179	(11,251)	928
RPLC Fund	12,547	(5,814)	6,734
Social Bite Fund	2,764	(2,764)	-
VCS voice	25,000	(25,000)	-
	<u>354,802</u>	<u>(345,747)</u>	<u>9,055</u>
TOTAL FUNDS	<u>357,567</u>	<u>(345,885)</u>	<u>11,682</u>

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

12. CORPORATION TAX

The Charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or Section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

13. LEGAL STATUS OF THE TRUST

The Trust is a company limited by guarantee and has no share capital. In the event of the Charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the Charity.