



**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 2022 – 31 March 2023

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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

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 2023. 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 G Sheridan - Chair
Ms C Spicer - Vice Chair
Mr N Dowler – Treasurer
Mr P Wright
Mr A Procter
Mr N McEwen
Ms D Phipp – appointed 22.2.23
Mr E de Waal – appointed 22.2.23
Mr S Carrodus – appointed 22.2.23

Director

Ms K Williamson

Finance

Sutton CVS Community Accountancy Service

Bankers

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

Independent Examiner

Caroline Clarke
Clarke + Wells
66 High Street
Lewes
BN7 1XG

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document 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 2022-23 year, Cllr Nancy Baldwin and Cllr Clare Vollum were nominated.

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

Emerging from 2021/22 and the end of the pandemic with its restrictions, we entered our first full financial year with our renewed contract in place, which meant that there was a level of financial security and confidence for RCVS for the coming period. Additionally there were expectations throughout the community that things would revert towards a "new normal" post-COVID. Although in a number of ways this was true, there was the growing realisation that the "Cost of Living Crisis" would be a major and growing societal and economic factor impacting our community and the sector in 2022/23 and indeed beyond. This increased and also shaped the demand across the sector, in particular in relation to funding advice and volunteer recruitment and management.

As well as addressing these needs through existing resources and mechanisms, our staff team worked collaboratively with the Council to develop, facilitate and lead a variety of events responding to the new challenges facing the community and the sector. This resulted in a number of interventions/events that responded to these new challenges and were of great benefit in improving capability and readiness in the sector in these uncertain times. I would like to thank the Council for their proactive stance in this area at that critical time as well as the RCVS Team for their significant role in the timely enablement of the local voluntary and community sector. For example, the Council's provision of additional funding for the sector, and our joint work on support around the Cost of Living Crisis.

One area that did return to normal post-pandemic was of course the ability to stage face-to-face events. Therefore a highlight of the year was our Volunteer Fair in May 2022. There was genuine delight from the participating groups at this opportunity to be back together in person and to be able to speak to 170+ potential Volunteers. More than 70% of attendees found a role they were interested in. Of course, it was also great to be able to return to in-person events for a number of our training sessions. However it is true to say that a lasting and positive legacy from the Lockdown experience was the ability to be successful with remote delivery of services, so the future will be a hybrid model of service delivery which increases reach, is cost-effective and was requested by our client base.

I would like to take this opportunity to thank all of our funders; the board and our team are extremely grateful for the support (and not just in financial terms) that we receive. It is essential to our ability to serve the voluntary and community sector within our borough effectively. So a big thank you to: The Council of the London Borough of Richmond-upon-Thames, Achieving for Children (AFC), Richmond Parish Lands Charity (RPLC), NHS SW London and the Greater London Authority (GLA).

It is my first year as Chair and I would like to thank Kathryn and team for their help in getting me "up to speed." I would also like to thank my fellow trustees for their support in helping us operate with effectiveness and also in challenging ourselves to be better each year.

Finally the board and I would like to thank Kathryn and the team for their hard work and commitment throughout a year that brought many and varied challenges. I have had more opportunity as Chair to see that from within. Also I have had a lot of first-hand outstanding testimony from our client base as I have interacted with organisations within our fantastic sector at voluntary sector events within the borough as well as our own recruitment events. The feedback I have received has been consistent in its outstanding evaluation of the performance and contribution in all areas of operation: and its sustainability over many years past. Thank you all and well done!

RICHMOND CVS's ACTIVITIES AND ACHIEVEMENTS IN 2022-2023 - KEY HIGHLIGHTS**Strategic Leadership, Representation and Voice; facilitating positive partnership working**

The vast range of work undertaken in this remit includes regular communication with the local sector, health and care work, information and network events, strategic meetings with statutory partners, and one-to-one meetings.

We send out a monthly newsletter and regular e-alerts to keep our network informed. We also use social media to connect with our network and currently have 2,081 followers on Twitter and 528 followers on Facebook.

We held two Health and Wellbeing Network Meetings in person for the first time since the pandemic, with feedback demonstrating that people valued networking in-person. These meetings assisted statutory partners with specific pieces of work and attendees shared relevant updates about their organisations. The main focus of the first meeting was the NHS South West London Integrated Care System (ICS) and related developments in Richmond relevant for voluntary and community groups. The topics discussed at the second meeting included social prescribing,

I thought the session was superb and the presentation on the ICS was very clear. Thank you.

- Attendee at the Health and Wellbeing Network Meeting

Richmond's Health and Care Plan and the development of a food partnership network. These meetings were well-received and garnered positive feedback.

We supported local organisations with their work, for example we worked with Ruils, who manage Richmond's Social Prescribing link workers, to understand more about the services on offer in the voluntary sector to support and improve residents' health and wellbeing. We distributed a survey to VCS organisations so respondents could highlight any gaps they felt existed in services, along with other barriers faced by residents.

Two CEO Network Meetings were held, also in-person for the first time since the pandemic. Topics covered included the promotion of volunteering, the impact of the cost of living, funding and accommodation for VCS organisations. Satisfaction scores were consistently high, with the average score being 9 out of 10. Attendees fed back that they found it helpful that meetings were reactive to current topics.

We worked closely with the Council in various ways, an example of this being a co-hosted Cost of Living event held in person. This session served to increase the level of knowledge and communication among service providers about the support available for those most affected by the cost of living crisis and to enable service providers to share their views and relevant information.

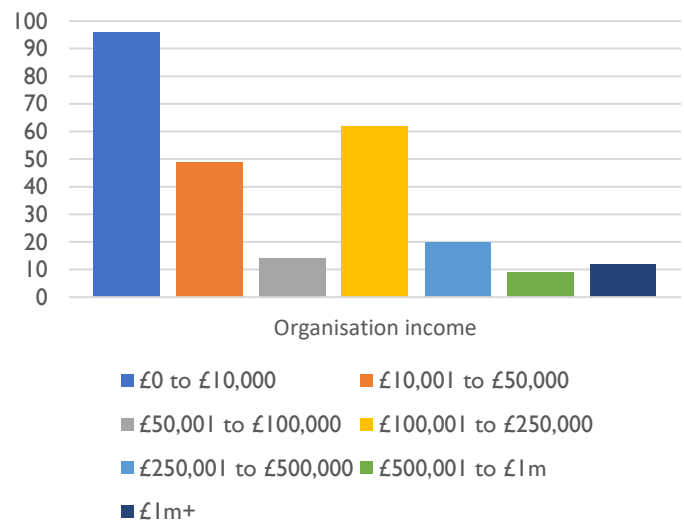
We also worked with South West London CVS colleagues in many areas of work, such as ICS development to ensure that the VCS had a voice during the process. To enable this, we hosted an online session on Building a Voluntary Sector Alliance in South West London, which facilitated discussion on how the Alliance should operate. A consultant led the session and useful feedback was received on how groups would like to be involved in the Alliance.

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, most of them with an income below £250,000. We received a number of enquiries surrounding funding, safeguarding, governance, digital, start-ups, HR and policy review. One-to-one support was delivered by members of the core team or external consultants with specific areas of expertise.

262 one-to-one advice sessions were delivered to 111 groups. We helped groups secure at least £747,846 non-borough funding to be spent in Richmond. Funders included City Bridge Trust, London Marathon Charitable Trust and Garfield Weston Foundation.

Number of advice sessions delivered to organisations by income



A total of 331 delegates attended 23 training sessions focusing on a range of topics, including developing corporate relationships, legacy fundraising, emergency first aid at work, writing successful funding bids, diversifying income, and monitoring and outcomes. We had a strong focus on digital topics in our training programme, including building a digital and communications strategy, video storytelling, and effective use of social media.

We are so grateful. This will make a huge difference to the opportunities afforded to our children, as we aim to provide high quality cricket coaching worthy of borough and county set ups.

- Feedback following one-to-one support

We also extended the bespoke support available to local groups. This involved facilitating a strategy session, conducting a governance review, and delivering a bespoke trustee training session.

In partnership with Kingston Voluntary Action, Croydon Voluntary Action and the Greater London Authority, we hosted a Meet the Funder session. This enabled local groups to hear about the Building Stronger Communities Fund and the Untold Stories Fund directly from the GLA and provided them with the opportunity to ask questions. Furthermore, we proactively reached out to eligible groups to encourage applications to the Building Stronger Communities fund.

This was one of the most informative sessions on fundraising that I have taken part in. Leah made full use of her experiences and obviously knows her subject. She delivered her information in a delightful way and kept me involved. Overall, an excellent session well worth the cost, which itself was minimal.

- Attendee from Writing Successful Funding Bids training

Strengthening volunteering and community action

Through our volunteering service, potential volunteers can look for roles on our database and contact us for an in-depth discussion about opportunities. We have started offering one-

As a newcomer, this has stimulated me to go back and ask questions of our volunteer programme, and whether there is room for any improvement.

- Attendee at the Volunteer Coordinators' Forum

to-ones in-person again for the first time since the pandemic, with the option remaining to provide one-to-one support via telephone or email. We help organisations to recruit volunteers and trustees by promoting their roles on our database and in our monthly volunteering newsletter. The service helped to fill over 500 volunteer roles

and one-to-one support was given to approximately 192 potential volunteers.

In order to promote best practice and raise the profile of volunteering and trusteeship, we offer advice and training to organisations. A total of 149 delegates attended 12 training sessions. Topics covered included DBS checks, developing a volunteer management programme, engaging volunteers, and volunteering and the law.

We held two Volunteer Coordinators' Forums in-person for the first time since the pandemic. The Forums gave Coordinators the chance to network and share their learning. Topics ranged from the Big Help Out, recruiting and retaining volunteers and updates on national initiatives.

The event worked very well for us. We were approached by some strong candidates and we are now working with them on the pathway to join our Board.

- Organisation at the Trustee Recruitment Event

In May, we held an in-person Volunteer Fair for the first time since the pandemic. 32 organisations had stalls at the Fair. 253 people booked on Eventbrite and approximately 174 people attended on the day. Follow-up information was sent to all attendees and everyone who booked.

Brilliant idea to coordinate and house all of the participating organisations in one location on the same day, allowing both targeted and unintentional encounters to occur!

- Attendee at the Volunteer Fair

We promoted volunteering at many in-person events including the Careers Fair at RHACC, the Full of Life Fair, the Great Mental Health Day at Whitton Community Centre and various Fairs at St Mary's University. Volunteering was also promoted to RHACC students, social prescribing link workers and participants on Shepherd's Star's Explore programme.

In November, we held our Trustee Recruitment Event online. 16 charities pitched to an audience of over 100 people. Everyone who booked received follow-up materials, including the recording of the event, which was also uploaded to our website.

A customer satisfaction survey was distributed to organisations who had used the volunteer service in the past 12 months. Respondents were highly satisfied with the service and a satisfaction score of 96% was received.

Community Involvement

Strong Community involvement is essential to develop more responsive health and social care that delivers the outcomes that local people want, therefore 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.

This year brought considerable change in relation to NHS involvement through the formal establishment of the South West London Integrated Care Board (ICB). This marked the final stage in a multi-year transition from a Richmond based Clinical Commissioning Group (CCG), through to a South West London wide CCG and ultimately to a multi-stakeholder ICB. During the transition, we have worked hard to try to ensure that the ICB would benefit local involvement in the long run. The scale of reorganisation, however, means that the new structures will continue to evolve and, we hope, provide additional opportunities for local involvement.

Whilst some expected Community Involvement activity was delayed owing to NHS reorganisation, work did progress in relation to a much-needed review of services for people with autistic spectrum disorders. Areas of community involvement work related to Local Authority priorities were less affected by changing health and care structures. For example, we supported involvement in a refresh of the Learning Disability Big Plan, which will shape Learning Disability services for the next few years. We also supported involvement in the recruitment of a lead officer for the Council's mental health commissioning review, which will provide ongoing involvement opportunities. In addition to recruiting service users for that opportunity, we also did so for the recruitment of a director of Adult Social Care for Richmond and Wandsworth.

NHS and Voluntary Sector mental health provision provided another focus for work that should deliver future involvement opportunities through both the community mental health transformation project and the post pandemic recreation of South West London and St George's Mental Health Trust Strategy Steering Group.

The Health and Social Care Coproduction Group discussed and made recommendations in relation to a range of topics during the year. These included lifestyle service, dementia health and care, and aspects of the role of Approved Mental Health Practitioners. In addition, the group participated in a peer review of the Council's social care.

Looking ahead to next year, we would expect to build on this year's work, particularly in relation to NHS and mental health involvement.

Supporting organisations working with Children and Young People

This area of work involves representation at a strategic level of local VCS organisations providing services to children and families. In order to ensure the needs of local families are understood, we input into LBRUT strategy and policy. We also deliver funding advice, safeguarding and policy support to VCS organisations in the borough to ensure that they have the best opportunity to thrive and deliver safe, relevant and sufficient services.

This year saw a focus on supporting those affected by the cost of living, and we provided resources and regularly updated information to connect children and families to the support available. We made several presentations to professionals, including the SEND Futures Conference and the providers' meeting of the Holiday Activity programme (FUEL). We supported the Council in their cost of living campaign, including advising prospective warm spaces on relevant health and safety and safeguarding issues for their beneficiaries and volunteers. We also worked with a range of statutory and VCS partners on the response to and the support available for Ukrainian families and others resettled as a result of their home circumstance, and we are a member of the developing Borough of Sanctuary group.

We continued to provide support to raise the awareness of the VCS of their safeguarding responsibilities for children and adults at risk, developing and strengthening safeguarding policy and practice in many organisations, such as Shepherd's Star, Garrick's Temple, The Basement Door and Mortlake Community Association.

We are members of various strategic groups, including the SEND Partnership Board, the Kingston and Richmond Children's Safeguarding Partnership Board, and the Violence Against Women and Girls Community Forum. Our involvement in these boards brings an external perspective that is reflective of the needs that the VCS are seeing at a grassroots level, which not only helps to connect statutory partners and residents to the issues on the ground and the services available, but also informs future commissioning and amplifies the voice and experience of the community within that.

We supported groups applying to funds managed by LBRUT, including the Active Richmond Fund and Richmond Civic Pride Fund. This resulted in capital investments and new opportunities for local residents to get fit, improve their health and wellbeing through community growing and gardening, learn new skills such as cooking, and to socialise in their localities.

We gave advice to funders, including the Richmond Voluntary Fund. We also identified priorities within the Fund's theme of young carers and provided evidence-based feedback, which led to the eligibility for funding being extended to include work that supported young adult carers. We worked closely with RPLC, providing insight and data intelligence to inform their funding priorities, and we are a member of the local funders forum which includes Barnes Fund, Hampton Fund, LBRUT, and Richmond Charities. Additionally, we provided funding advice and feedback on a range of applications to national funders, and supported the sector to achieve significant funding success, including a five-year National Lottery funding agreement for a social enterprise working with children and young people with social communication difficulties.

FINANCIAL REVIEW

Income generation, reserves and working capital policy

Income Generation

Richmond CVS total income decreased from £357,567 to £348,048 during the year.

Expenditure increased from £345,885 to £374,142.

Restricted Funds

Richmond CVS receives grants and contracts for activities which are considered to be restricted funds; these 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 next year will focus on strengthening what we offer to the local voluntary and community sector as times continue to be challenging for groups. Funding support will be key as always and we will continue our outreach work to promote volunteering as people's time and skills remain a vital resource to many groups. Based on feedback from groups, our high quality training programme will continue to respond to the needs of the sector, while looking at offering new sessions that will help groups prepare for future technology.

As always, we will continue to work with our statutory partners and funders, especially the Council, to provide local groups with the best possible range of support to help residents.

After a number of years of stability on the board, we are pleased to have successfully recruited several new trustees after an open recruitment drive. This has expanded our board and brought new perspectives which will be helpful for the challenges that lie ahead.

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.

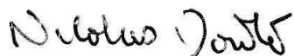
In so far as the Trustees are aware:

- 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

Caroline Clarke of Clarke & Wells will be proposed at the forthcoming Annual General Meeting as Independent Examiner for 2023/24.

Approved by order of the Board of Trustees on 20/11/2023 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 2023**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 31/03/2023.

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 ICAEW.

**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:

Caroline Clarke

Date:

21/11/23

Name:

Caroline Clarke

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

Qualified member of the ICAEW

Address:

Ground Floor, 66 High Street, Lewes, East Sussex BN7 1XG

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 2023**

| | | Unrestricted Funds | Restricted Funds | Total Funds | Total Funds |
|--|-------------|-------------------------------|-----------------------------|------------------------|------------------------|
| | | 2023 | 2023 | 2023 | 2022 |
| | Note | £ | £ | £ | £ |
| Income: | | | | | |
| Charitable Activities | 2 | 4,378 | 343,183 | 347,561 | 357,524 |
| Investments | 3 | 487 | - | 487 | 43 |
| Total Income | | 4,865 | 343,183 | 348,048 | 357,567 |
| Expenditure: | | | | | |
| Charitable Activities | 4 | - | 374,142 | 374,142 | 345,885 |
| Total Expenditure | | - | 374,142 | 374,142 | 345,885 |
| Net Income / (expenditure) | | 4,865 | (30,959) | (26,094) | 11,682 |
| Transfer between funds | | - | - | - | - |
| Net movement in funds | | 4,865 | (30,959) | (26,094) | 11,682 |
| Total Funds brought forward | | 168,007 | 95,229 | 263,236 | 251,554 |
| Total Funds carried forward | | 172,872 | 64,270 | 237,142 | 263,236 |

**BALANCE SHEET
AT 31 MARCH 2023**

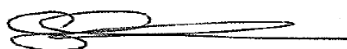
| | Note | 2023 | | 2022 | |
|-------------------------------------|------|----------------|----------------|----------------|----------------|
| | | £ | £ | £ | £ |
| CURRENT ASSETS: | | | | | |
| Debtors and receivable | 9 | 68,681 | | 136,182 | |
| Prepayments | | 3,685 | | 3,206 | |
| Cash at bank and in hand | | 211,156 | | 191,874 | |
| | | 283,522 | | 331,262 | |
| CREDITORS: | | | | | |
| Amounts falling due within one year | 10 | 46,380 | | 68,024 | |
| NET CURRENT ASSETS: | | | 237,142 | | 263,236 |
| NET ASSETS | | | 237,142 | | 263,236 |
| FUNDS: | | | | | |
| Restricted Funds | | | 64,270 | | 95,229 |
| Unrestricted Funds | | | 172,872 | | 168,007 |
| | 11 | | 237,142 | | 263,236 |

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023. 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 (Chair)

On

20/11/2023

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

| | <u>Total</u> |
|---|-----------------------|
| OPERATING ACTIVITIES | |
| Net Income | <u>(26,094)</u> |
| Adjustments to reconcile Net Income to Net Cash provided by operations: | - |
| Accrued Income | 41,188 |
| Debtors | 26,313 |
| Prepayment | (480) |
| Creditors | (11,528) |
| Corporate Card | (93) |
| Accruals and Deferred Income | 28,758 |
| Grants in Advance | (40,588) |
| PAYE & NI Control | - |
| Pension Control Account | 1,807 |
| Salaries Control Account | - |
| Total Adjustments to reconcile Net Income to Net Cash provided by operations: | <u>45,376</u> |
| Net cash provided by operating activities | <u>19,282</u> |
| Net cash increase for period | 19,282 |
| Cash at beginning of period | <u>191,874</u> |
| Cash at end of period | <u><u>211,156</u></u> |

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

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 2023****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 accrual basis.

Debtors

Debtors are measured on initial recognition at the 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 2023****2 INCOME FROM CHARITABLE ACTIVITIES**

| | 2023 | 2022 |
|----------------------|----------------|----------------|
| | £ | £ |
| Grants and Contracts | 343,183 | 354,802 |
| Other Income | 4,378 | 2,722 |
| | <u>347,561</u> | <u>357,524</u> |

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

| | 2023 | 2022 |
|--|----------------|----------------|
| | £ | £ |
| LBRuT Representation | 80,100 | 81,400 |
| LBRuT Capacity Building, Sustainability & Skills | 70,528 | 70,728 |
| LBRuT Volunteering | 66,996 | 66,996 |
| Children & Young People | 42,000 | 42,000 |
| Community Involvement | 41,188 | 41,188 |
| NHS PPV | 4,117 | 12,179 |
| PHM Funding | 25,000 | - |
| PPV SW London | 500 | - |
| RPLC Fund | 2,755 | 12,547 |
| Social Bite Fund | - | 2,764 |
| VCSE Alliance | 10,000 | 25,000 |
| | <u>343,183</u> | <u>354,802</u> |

3 INVESTMENT INCOME

| | 2023 | 2022 |
|--------------------------|-------------|-------------|
| | £ | £ |
| Deposit account interest | 487 | 43 |

4 EXPENDITURE ON CHARITABLE ACTIVITIES

| | 2023 | 2022 |
|---------------------------|----------------|----------------|
| | £ | £ |
| Project costs | 62,823 | 53,862 |
| Staff costs (note 8) | 274,290 | 254,992 |
| Governance costs (note 5) | 2,317 | 3,179 |
| Office costs | 34,712 | 33,852 |
| | <u>374,142</u> | <u>345,885</u> |
| Unrestricted expenditure | - | 138 |

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2023****5 GOVERNANCE COSTS**

| | 2023 | 2022 |
|---|--------------|--------------|
| | £ | £ |
| Legal and professional fees | - | 13 |
| Independent Examiner's/auditors' remuneration | 1,500 | 3,000 |
| Support costs | 817 | 166 |
| | <u>2,317</u> | <u>3,179</u> |

6 NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

| | 2023 | 2022 |
|---|--------------|--------------|
| | £ | £ |
| Independent Examiner's/Auditors' remuneration | <u>1,500</u> | <u>3,000</u> |

7. TRUSTEES' REMUNERATION AND BENEFITS

The Trustees received no remuneration for professional services not connected with their role as Trustee (2022: £nil).

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2023 or for the year ended 31 March 2022.

8 STAFF COSTS

| | 2023 | 2022 |
|-------------------------------|----------------|----------------|
| | £ | £ |
| Wages, salaries, and expenses | 237,450 | 220,613 |
| Social security costs | 18,038 | 17,573 |
| Other pension costs | 18,801 | 16,805 |
| | <u>274,290</u> | <u>254,992</u> |

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

| | 2023 | 2022 |
|-------------------------------|-------------|-------------|
| Management and Administration | 2 | 2 |
| Communications & Admin | 1 | 1 |
| Community Involvement | 1 | 1 |
| Capacity Building | 2 | 1 |
| Children & Young People | 1 | 1 |
| Volunteering Service | 1 | 1 |
| | <u>8</u> | <u>7</u> |

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

| | 2023 | 2022 |
|-------------------|-------------|-------------|
| £60,001 - £70,000 | - | - |

The total remuneration [including pension contributions] of key management personnel for the year: £51,761.

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2023****9 DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

| | 2023 | 2022 |
|----------------|---------------|----------------|
| | £ | £ |
| Trade debtors | 14,275 | 40,588 |
| Accrued Income | 54,406 | 95,594 |
| | <u>68,681</u> | <u>136,182</u> |

10 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2023 | 2022 |
|------------------------------|---------------|---------------|
| | £ | £ |
| Grants in advance [Note 1] | 13,200 | 40,588 |
| Other creditors | 3,826 | 13,640 |
| Accruals | 29,354 | 13,796 |
| | <u>46,380</u> | <u>60,024</u> |
| [Note 1] | | |
| Food Roots Crisis Grant | 13,200 | - |
| PHM Funding | - | 25,000 |
| NHS Pharmacy Insight Funding | - | 12,500 |
| NHS PPV | - | 3,088 |
| | <u>13,200</u> | <u>40,588</u> |

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2023****11 MOVEMENT IN FUNDS**

| | At 31.3.22 | Income | Expenses | Transfers between funds | At 31.3.23 |
|---------------------------|---------------|---------|-----------|-------------------------------|---------------|
| | £ | £ | £ | £ | £ |
| Unrestricted funds | | | | | |
| General fund | 168,007 | 4,865 | - | - | 172,872 |
| Restricted funds | | | | | |
| Restricted | 61,174 | - | - | - | 61,174 |
| LBRuT Lot 1 | 35 | 80,100 | (83,058) | 3,537 | 614 |
| LBRut Lot 2 | 25,181 | 70,528 | (105,937) | 10,535 | 307 |
| LBRut Lot 3 | 1,793 | 66,996 | (60,610) | (6,000) | 2,180 |
| Children & Young People | (630) | 42,000 | (42,312) | 942 | - |
| Community Involvement | 14 | 41,188 | (41,207) | - | (5) |
| NHS - PPV | 928 | 4,117 | (3,310) | (1,735) | - |
| PHM Funding | - | 25,000 | (23,000) | (2,000) | - |
| PPV SW London | - | 500 | - | (500) | - |
| RPLC Fund | 6,734 | 2,755 | (5,509) | (3,979) | - |
| VCSE Alliance | - | 10,000 | (9,200) | (800) | - |
| | 95,229 | 343,183 | (374,142) | - | 64,270 |
| | | | | | - |
| TOTAL FUNDS | 263,236 | 348,048 | (374,142) | - | 237,142 |

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

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.