



**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 2023 – 31 March 2024

Contents

REPORT OF THE TRUSTEES.....	2
Trustees/Directors of the Charity & Company.....	3
Independent Examiners Report on the Accounts.....	14
STATEMENT OF FINANCIAL ACTIVITIES	16
BALANCE SHEET	17
CASHFLOW STATEMENTS	18
NOTES TO THE FINANCIAL STATEMENTS.....	19

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

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 2024. 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
Ms D Phipp
Mr E de Waal
Mr S Carrodous
Mr M Smith - appointed 19.4.23

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 16 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

One of the main highlights of this year was the increase in face to face activities for Richmond CVS since the Pandemic, including the return of our Trustee Recruitment evening. This event, together with our annual Volunteer Fair are not only effective ways for charities and voluntary groups to recruit more volunteers but they provide a brilliant showcase to the public of the fantastic voluntary and community sector in Richmond. The organisation continues to work hard to ensure that local groups have help to navigate their challenges, strengthen their resilience and increase their support to their beneficiaries.

Our advice and training programme for the year remained busy with significant support given to groups around funding advice. The theme of funding remains a constant in our training programme but new topics have also been added including one on Artificial Intelligence.

Richmond CVS knows how much the sector value opportunities to talk to each other and gain peer support so our programme of networks has continued and the CEO network has proved particularly beneficial. Another success has been our new area of work to develop a food partnership network in the borough, thanks to funding from the Greater London Authority. This has led to new activity in the community and created positive connections between groups for the benefit of the local people.

We were pleased to join forces with Healthwatch Richmond in their successful bid for their new contract. We will be their sub-contractor and continue to deliver the Community Involvement work from April 2024.

For Richmond CVS itself, the year proved eventful in terms of managing planned long-term sick leave for two senior members of staff. These kind of situations can be particularly difficult for smaller voluntary organisations but the incredible way the team responded to ensure our work continued effectively, especially with the extended absence of one colleague, was truly impressive. Even with the support of the Board and additional resources, I am aware that these situations can be unsettling and challenging. So I and the rest of the Board are particularly grateful for the hard work and commitment of the team during this last year, as well as the ongoing support of our funders and stakeholders – a sincere thank you to you all.

RICHMOND CVS's ACTIVITIES AND ACHIEVEMENTS IN 2023-2024 - KEY HIGHLIGHTS

Strategic Leadership, Representation and Voice; facilitating positive partnership working

A broad range of work is undertaken in this area, from regularly updating the local voluntary sector, holding information and network events, involvement in health and care work, attending strategic meetings with statutory partners, and having one-to-one meetings.

We update our network with the latest news through our monthly newsletter and regular e-alerts. We also use Facebook and X to share updates with the local sector; we currently have 614 followers on the former and 2,141 followers on the latter.

With the support of funding from the Greater London Authority Food Roots Programme, we developed Richmond's Food Partnership Network. This project has enabled us to lead a network of groups providing food-related support in the borough. The network launched in May with an in-person meeting, which consisted of workshops and presentations by the local authority on the topics of the environment, health and affordability. We awarded small grants to groups to support food-related projects. This involved funding the costs of fridges and freezers, a polytunnel and raised beds for food growing, and equipment for cooking lessons. Following feedback from the network, we created a directory of food provisions in the borough to keep local residents informed about the support available. The network continued to meet regularly, enabling groups to share their updates and challenges and, in some cases, to link up and work together.

It is incredibly informative to hear everything that is going on within the borough regarding food provision. I found it fascinating and a great opportunity to collaborate with partners doing similar things to ourselves.

- Attendee at the Food Partnership Meeting

The aim of our Health and Wellbeing Network is to support statutory partners with specific pieces of work; to facilitate this, we held an online meeting for the network consisting of two presentations. One presentation was on Integrated Neighbourhood Teams and another was on the South West London Voluntary and Community Sector Alliance. Delegates had the chance to share relevant updates about their organisations and feedback showed that all attendees felt they could have their say.

I left with a lot of food for thought and gained some knowledge which I am really pleased about.

- Attendee at the Health and Wellbeing Network Meeting

Two CEO Network Meetings were held in person. As part of the first meeting, we held a bespoke session focusing on support and resilience for CEOs. The session explored how charity leaders can look after their mental health and model wellbeing practices. All attendees scored the session 10 out of 10. Items discussed at the next meeting included funding, recruitment and retention, and office space in the borough. CEOs fed back that they found it useful to discuss shared challenges and hear the perspectives of their local colleagues.

Lots of useful topics, tips and ideas to research – I've taken lots of notes!

- Attendee at the CEO Network Meeting

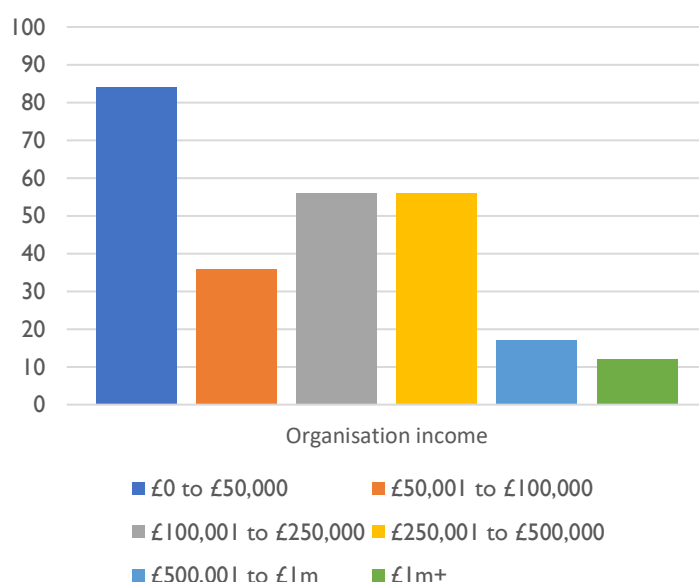
Supporting a robust and sustainable voluntary sector to provide locally needed, quality services

Our capacity building service provides advice, information and training to local charities and community groups. A large number of the groups we supported had an income below £250,000. We supported groups with enquiries on a range of topics, including fundraising, safeguarding, governance, legal structures, HR and policy review. We also supported individuals who were interested in starting up a new charity. When receiving more complex legal enquiries, our partnership with Russell Cooke enabled us to refer groups to receive free legal advice from an expert.

I absolutely loved it! It was good that we started with CPR and then onto theory. Very good delivery and I would absolutely recommend it. Thank you so much!

- Attendee of First Aid training

Number of advice sessions delivered to organisations by income



We delivered 261 one-to-one advice sessions to 120 groups. We continued to review funding bids, which helped groups to secure at least £996,727 of non-borough funding. Funders outside of the local area included the National Lottery Community Fund, the Postcode Society Trust and Heathrow Community Trust.

We also supported groups applying for Council funds, including Round 5 of the Community Fund. We worked closely with the Community Engagement Team to support the launch of this round of funding, which involved promotion to our network and in-depth bid reviews. A total of 43 hours was spent

supporting groups with their applications. 9 out of 11 of the organisations we worked with were successful in securing funding, totalling £462,267.

We held 23 training sessions which were attended by 311 delegates in total. These sessions focused on a variety of topics, such as how small charities can use AI, building successful

I was really impressed by the amount of work Heather had done in planning for our session. Heather backed up all of her views and comments with a rationale based on her research. We had a fun chat that was packed full of useful nuggets of information, guidance and practical suggestions. The hour exceeded my expectations, it was so valuable having an expert critique what we were doing and validate some of my thinking.

- Feedback following one-to-one support

partnerships and collaboration, events and fundraiser management, exploring diversity, equity and inclusion, Mailchimp email marketing, emergency first aid at work, and developing a fundraising strategy.

Strengthening volunteering and community action

Potential volunteers are able to use our volunteering service to find roles on our database and get in touch with us for an in-depth discussion about opportunities. These discussions can

Really useful to network and hear about the volunteering scene in Richmond borough.

- Attendee at the Volunteer Coordinators' Forum

take place in-person, over the phone, or via email. We also help organisations to recruit volunteers and trustees by promoting their roles on our database and in our volunteering newsletter. The service helped to fill approximately 661 volunteer roles and one-to-one support was given to around 234 potential

volunteers.

Part of our work in this area involves offering training and advice to organisations on volunteer-related topics. These topics included supporting volunteers' mental health, suicide prevention awareness, measuring volunteering, DBS checks, and volunteer recruitment.

We held three Volunteer Coordinators' Forums, two of which were in person and one of which was online. The Forums gave Coordinators the opportunity to network and share updates and knowledge with one another. Topics discussed included best practice for recruiting volunteers, working with corporate volunteers, and rewarding and recognising volunteers.

Thank you for organising the event, it was superb and a really successful evening for us. We were delighted to meet people who were interested in our work and are now following up with six of them. It was a very well run and attended event – a real testament to yours and the team's hard work.

- Organisation at the Trustee Recruitment Event

In May, our annual Volunteer Fair was held at RHACC. 45 organisations took part on the day. A record number of 329 people booked on Eventbrite and around 295 people attended on the day. Follow-up information was sent to all attendees and everyone who booked. Satisfaction rates for the event were high, with the average satisfaction score from the public being 8.7 out of 10.

Invaluable event with great venue and kind and helpful event assistants. Organised and advertised to perfection.

- Attendee at the Volunteer Fair

We promoted volunteering at events such as the Full of Life Fair, RHACC's Open Day, the NHS Careers Fair, Ruils' Health and Wellbeing Fair in Ham, and Richmond May Fair. Our Volunteer Service Coordinator also delivered talks about volunteering to students at RHACC, participants on Shepherd's Star's Explore programme, and learners at

Richmond EAL Friendship Group.

In September, we held our Trustee Recruitment Event in person for the first time since the pandemic. 24 organisations had stalls. 223 people booked on Eventbrite and approximately 140 attended on the night. A local trustee gave a talk on their experience of being a trustee, and another talk was given on the key roles and responsibilities of a trustee. All attendees and everyone who had booked received follow-up materials.

Community Involvement

Strong community involvement is vital to ensuring that health and social care services remain responsive when there are pressures created by change or by funding constraints. We work in partnership with local residents, Richmond Council, the South West London Integrated Care Board (ICB), Healthwatch Richmond, voluntary and community organisations, and partners in South West London.

Similar to last year, we have seen ongoing adjustment to the new ICB structure, alongside funding constraints. To help to maintain local involvement, through our grant-funded community involvement work we have continued to support the development of the ICB's local Community Voices Richmond involvement mechanism, as well as the ongoing implementation of the Learning Disability Big Plan. Recruitment is underway to support the Health and Social Care Co-production Group and we have also supported involvement in relation to developing an Autism Strategy, as well as looking at and developing end of life care.

Mental health services have been another area of focus which is particularly important, not just because of the number of people who use mental health services, but also because strategic leadership increasingly falls to NHS provider Trusts. We have therefore participated in South West London and St George's Mental Health Trust strategy steering group, as well as encouraging involvement by Richmond service users. In addition to this, we have ensured that there is service user involvement in the Council's review of its mental health commissioning. This will, however, be the final year of Community Involvement Grant funding. In future, Community Involvement in health and care in Richmond will be funded via an element of the local Healthwatch contract.

Looking back, our Community Involvement work commenced more than 15 years ago. During that time, we have supported significant improvements. For example, at the start of that period, people with lived experience were rarely involved in procurement panels and processes. It was a similar picture in relation to involvement in strategic groups; co-production in health and care only existed as a concept. We helped to change this and there is now an expectation that people with lived experience will be routinely involved in strategic groups or procurement and that there are practical examples of co-production. Most importantly, far greater value is put upon lived experience.

This represents a foundation for what we hope to achieve going forward, as we were successful in bidding for the newly developed community involvement contract in partnership with Healthwatch Richmond. The new arrangements will allow us to work more closely with them, whilst continuing to develop Community Involvement in Richmond. This will involve both new and existing priorities, such as supporting service user and carer involvement in the Health and Care Co-production Group and other strategic groups.

Supporting organisations working with Children and Young People

In this area of work, we represent the VCS providing services to children and families in the borough of Richmond. We input into strategy and policy to ensure that what the VCS are seeing on the ground is reflected in service design and commissioning. In addition to this, we provide support for the VCS to enable them to thrive and deliver safe, relevant and sufficient services. This support includes fundraising advice, safeguarding and policy support, and helping organisations to understand the context of delivering services in Richmond.

We have worked closely with Achieving for Children, the provider of statutory children's services, contributing to the Ofsted SEND Area Inspection. We are part of the steering group for the development of family hubs across the borough. The first of these is at the White House in Hampton and brings together partners from health, social care, early years, youth services and the voluntary sector to provide support for children aged 0 to 19 and their parents. We have contributed to a range of public health initiatives, including the childhood vaccination promotion, the refresh of the Richmond and Wandsworth Sexual Health Strategy, and water and extreme heat safety.

We are delighted to have been a key stakeholder in the development of the Borough of Sanctuary accreditation application, supporting the aims of a welcoming and inclusive borough for all sanctuary seekers, and promoting the role of the VCS in enabling this. This year we have supported St Mary's Ukrainian Supplementary School to access funding for holiday activities through Achieving for Children's FUEL programme. We have also supported Gjurmë Iliriane (the Albanian Heritage Club) to become a registered charity and secure funding from Richmond Civic Pride and the National Lottery. They have recently completed their first year of delivery providing Albanian language, heritage and cultural activity for more than 90 children aged 5 to 15.

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 space2grieve, ADHD Embrace and the Landmark Arts Centre. We are members of various strategic groups, including the Richmond SEND Partnership Board, the Kingston and Richmond Children's Safeguarding Partnership Board, and the Richmond and Wandsworth 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. This helps to connect statutory partners and residents to the issues on the ground and the services available, 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, the Richmond Community 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, learn new skills, build confidence and combat isolation. 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 award for TAG Youth Club for Disabled Young People.

FINANCIAL REVIEW

Income generation, reserves and working capital policy

Income Generation

Richmond CVS total income decreased from £348,048 to £325,256 during the year.

Expenditure decreased from £374,142 to £337,602.

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 and has been achieved.

FUTURE DEVELOPMENTS

In the coming year, we will be focusing on securing and delivering further projects in addition to the delivery of our main contracts. This will hopefully include work to increase support for trustees, especially those who are new to the role. We will also be delivering a community resilience project which is funded by the Greater London Authority (GLA). We are interested in partnership opportunities for future projects too. Later in the year we will start planning for our next State of the Sector survey.

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 2024/25.

Approved by order of the Board of Trustees on 16/10/2024 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 2024

Charity no.:

1075259

Company no.:

3730089

Set out on pages

16-25

**Responsibilities and
basis of report**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31/03/2024.

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:

Date:

16.10.24

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 2024

		Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		2024	2024	2024	2023
	Note	£	£	£	£
Income:					
Charitable Activities	2	3,902	319,686	323,588	347,561
Investments	3	1,668	-	1,668	487
Total Income		5,570	319,686	325,256	348,048
Expenditure:					
Charitable Activities	4	-	337,602	337,602	374,142
Total Expenditure		-	337,602	337,602	374,142
Net Income / (expenditure)		5,570	(17,916)	(12,346)	(26,094)
Transfer between funds		-	-	-	-
Net movement in funds		5,570	(17,916)	(12,346)	(26,094)
Total Funds brought forward		172,872	64,270	237,142	263,236
Total Funds carried forward		178,442	46,354	224,796	237,142

**BALANCE SHEET
AT 31 MARCH 2024**

	Note	2024	2023
		£	£
CURRENT ASSETS:			
Debtors and receivable	9	54,455	68,681
Prepayments		3,139	3,685
Cash at bank and in hand		186,393	211,156
		243,987	283,522
CREDITORS:			
Amounts falling due within one year	10	19,191	46,380
NET CURRENT ASSETS:		224,796	237,142
NET ASSETS		224,796	237,142
FUNDS:			
Restricted Funds		46,354	64,270
Unrestricted Funds		178,442	172,872
	11	224,796	237,142

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2024. 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

16/10/2024

**CASHFLOW STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

	<u>Total</u>
OPERATING ACTIVITIES	
Net Income	<u>(12,346)</u>
Adjustments to reconcile Net Income to Net Cash provided by operations:	
Accrued Income	54,406
Debtors	(40,180)
Prepayment	546
Creditors	1,004
Corporate Card	(157)
Accruals and Deferred Income	(27,507)
Customer Overpayment Account	4
PAYE & NI Control	-
Pension Control Account	(533)
Salaries Control Account	-
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	<u>(12,417)</u>
Net cash provided by operating activities	(24,763)
Net cash increase for period	<u>(24,763)</u>
Cash at beginning of period	211,156
Cash at end of period	<u><u>186,393</u></u>

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

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 2024****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 2024****2 INCOME FROM CHARITABLE ACTIVITIES**

	2024	2023
	£	£
Grants and Contracts	319,686	343,183
Other Income	3,902	4,378
	<u>323,588</u>	<u>347,561</u>

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

	2024	2023
	£	£
LBRuT Representation	80,100	80,100
LBRuT Capacity Building, Sustainability & Skills	70,528	70,528
LBRuT Volunteering	66,996	66,996
Children & Young People	42,000	42,000
Community Involvement	41,188	41,188
Food Roots Crisis Grant	13,200	-
NHS PPV	-	4,116
PHM Funding	-	25,000
PPV SW London	-	500
RPLC Fund	-	2,755
VCSE Alliance	5,674	10,000
	<u>319,686</u>	<u>343,183</u>

3 INVESTMENT INCOME

	2024	2023
	£	£
Deposit account interest	<u>1,668</u>	<u>487</u>

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2024****4 EXPENDITURE ON CHARITABLE ACTIVITIES**

	2024	2023
	£	£
Project costs	34,470	62,823
Staff costs (note 8)	264,486	274,290
Governance costs (note 5)	2,667	2,317
Office costs	35,979	34,712
	<u>337,602</u>	<u>374,142</u>

5 GOVERNANCE COSTS

	2024	2023
	£	£
Independent Examiner's/auditors' remuneration	1,500	1,500
Support costs	1,167	817
	<u>2,667</u>	<u>2,317</u>

6 NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	2024	2023
	£	£
Independent Examiner's/Auditors' remuneration	<u>1,500</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 (2023: £nil).

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2024 or for the year ended 31 March 2023.

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2024****8 STAFF COSTS**

	2024	2023
	£	£
Wages, salaries and expenses	229,718	237,450
Social security costs	16,558	18,039
Other pension costs	18,210	18,801
	<u>264,486</u>	<u>274,290</u>

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

	2024	2023
Management and Administration	2	2
Communications & Admin	1	1
Community Involvement	1	1
Capacity Building	1	2
Children & Young People	1	1
Volunteering Service	2	1
	<u>8</u>	<u>8</u>

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

	2024	2023
£60,001 - £70,000	-	-

The total remuneration [including pension contributions] of key management personnel for the year: £50,261.

9 DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Trade debtors	54,455	14,275
Accrued Income	-	54,406
	<u>54,455</u>	<u>68,681</u>

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2024****10 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2024 £	2023 £
Creditors	2,737	1,733
Grants in advance [Note 1]	5,753	13,200
Accruals	9,427	27,621
Other creditors	1,274	3,826
	<u>19,191</u>	<u>46,380</u>
[Note 1]		
GLA Community Resilience Fund	4,920	-
Food for Thought	833	-
Food Roots Crisis Grant	-	13,200
	<u>5,753</u>	<u>13,200</u>

11 MOVEMENT IN FUNDS

	At 31.3.23 £	Income £	Expenses £	Transfers between funds £	At 31.3.24 £
Unrestricted funds					
General fund	172,872	5,570	-	-	178,442
Restricted funds					
Restricted	61,174	-	-	-	61,174
LBRuT Lot 1	614	80,100	(82,334)	-	(1,620)
LBRut Lot 2	307	70,528	(82,071)	-	(11,236)
LBRut Lot 3	2,180	66,996	(75,667)	-	(6,491)
Children & Young People	-	42,000	(35,971)	-	6,029
Community Involvement	(5)	41,188	(42,685)	-	(1,502)
Food Roots Crisis Grant	-	13,200	(13,200)	-	-
VCSE Alliance	-	5,674	(5,674)	-	-
	<u>64,270</u>	<u>319,686</u>	<u>(337,602)</u>	<u>-</u>	<u>46,354</u>
TOTAL FUNDS	<u>237,142</u>	<u>325,256</u>	<u>(337,602)</u>	<u>-</u>	<u>224,796</u>

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