

Charity Registration No. 1077857

Company Registration No. 03755382 (England and Wales)

**ENFIELD VOLUNTARY ACTION**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

# ENFIELD VOLUNTARY ACTION

## LEGAL AND ADMINISTRATIVE INFORMATION

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**Trustees**

W M Bowry  
J S Dhani  
N McFarlane  
P Worrall  
M Thorli  
A K Agrawal  
N Jaku  
B Betton

**Charity number**

1077857

**Company number**

03755382

**Registered office**

Community House  
311 Fore Street  
Edmonton  
London  
United Kingdom  
N9 0PZ

**Independent examiner**

Blinkhorns  
27 Mortimer Street  
London  
W1T 3BL

**Bankers**

Unity Trust Bank  
9 Brindley Place  
Birmingham  
B1 2HB

**Solicitors**

Interface Legal Advisory Service  
40 Wykeham Road  
London  
NW4 2SU

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# ENFIELD VOLUNTARY ACTION

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# ENFIELD VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

### FOR THE YEAR ENDED 31 MARCH 2021

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EVA's Trustees, who are also directors of the organisation for the purposes of the Companies Act, submit their report and accounts for the year ended 31 March 2021.

The accounts have been prepared in accordance with the accounting policies set out in Note 1 to the accounts and comply with the charity's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016).

The organisation is a charitable company limited by guarantee and was set up in 1991. It was registered as a charitable company limited by guarantee on 20th April 1999. It is governed by a memorandum and articles of association.

#### **Administration details of the charity, its trustees and advisers**

*Full details can be found on the inside front cover of this supplement.*

The EVA Trustees (who are also Directors) who served during the year and their nominating organisations:

Alok Agrawal - DEEP Indian 50 Plus Association (Enfield)

Bevin Betton - Enfield Racial Equality Council

Walter Bowry - Enfield Borough Over 50's Forum

Jaspal Dhani - Every Parent & Child

Nusrath Jaku – One-to-One Enfield

Norma McFarlane – The Shane Project

Margaret Thorley – Hope and Restoration

Litsa Worrall – AlphaCare Specialists Ltd

None of the Trustees have any beneficial interest in the company.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing Document**

Enfield Voluntary Action is a company limited by guarantee (No. 3755382) governed by its Memorandum and Articles of Association, and was incorporated on 20th April 1999. It is also a registered charity (No. 1077857).

EVA provides services to over 650 voluntary, community and faith organisations that, in turn, provide services to the public. EVA has recently undertaken a review of its membership process and now requires organisations to submit an up to date copy of their Governing Document, latest set of accounts/financial statements together with copies of their Data Protection Policy, Health & Safety Policy, Safeguarding Policy and Equal Opportunities Policy. To date, approximately 78 organisations have submitted completed application forms.



# ENFIELD VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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### Objectives and activities

The objects of Enfield Voluntary Action are set out in the Memorandum and Articles of Association. EVA promotes positive local social action by helping people and groups access knowledge, skills and resources to make a difference.

The activities carried out to enable the organisation to achieve these objectives are as follows:

**Charitable Objective 1 - To identify the needs of local voluntary organisations and to help them meet those needs by:** providing information and support through: an information and advice service; training, seminars and other events; one-to-one support to new and established groups; producing newsletters and bulletins; signposting and referral to other agencies; practical facilities and equipment; and encouraging good practice

**Charitable Objective 2 - To facilitate liaison and collaboration within the voluntary sector and between the voluntary, public and private sectors by:** organising networking and consultation events and special interest forums; disseminating information on consultation and partnership opportunities and policy/planning initiatives; inviting and supporting voluntary organisations to enter consultations and partnerships and to represent themselves on key local policy/planning bodies; facilitating elections to various bodies.

**Charitable Objective 3 - To play a strategic role in strengthening the participation of the voluntary sector by:** providing voluntary sector representation on key local policy/planning bodies; advising the public and private sectors on how to involve the voluntary sector, and vice versa and helping to develop mechanisms by which the local voluntary sector can access funding and resources

**Charitable Objective 4 - To help voluntary organisations to recruit, train and retain suitable volunteers by:** publicising and promoting volunteering and specific volunteering opportunities; maintaining a database of volunteering opportunities in Enfield; providing information, advice and training to potential volunteers; encouraging private and public sector organisations to engage with volunteering; providing information on good practice in volunteer management

**Charitable Objective 5 - To administer funding streams for the benefit of local voluntary and community organisations by:** advertising grants programmes; and organising grant application workshops; administering the panel and assessment process.

EVA Trustees and Staff regularly consider the above Charitable Objectives to ensure that they are fit for purpose in all activities the organisation undertakes as the organisation moves forward.

EVA trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities EVA should undertake.

### Recruitment and appointment of Directors (Trustees)

EVA's Board of Directors is made up of not less than three and no more than twelve persons nominated and elected by EVA Members. All full member organisations are eligible to receive papers, to enable them to nominate a representative to the EVA board, and to nominate a voting delegate to the EVA AGM. Board Members are elected for a maximum of six consecutive years. Retiring Directors are eligible for re-nomination after at least one year's absence from EVA's Board has been completed. The Board of Directors is also able to co-opt additional members to fill identified skills gaps. The Board of Trustees elect a Chair, Vice Chair, Honorary Treasurer and Company Secretary. Organisations nominating trustees and their nominees are required to agree:

- To provide their organisation's relevant documents (Governing Document, Annual Report, Latest Audited Accounts, Equal Opportunities Policy).
- To agree that their nominated representatives meet with the EVA Chair and Chief Executive to discuss the role of an EVA Trustee

# ENFIELD VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

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- To represent the VCS as a whole, and not their nominating organisation.
- To accept that enquiries relating to Charity and Companies Registration, and the financial probity of their organisations may take place.
- To provide details of other organisations with which they are involved, in order that conflicts of interest can be avoided.
- To complete the Charity Commission Declaration of eligibility for newly appointed trustees.

If the required documentation is not submitted by the deadline date, the nomination is not accepted. All nominees are interviewed prior to the nomination going forward.

#### **Trustee Induction and Training**

Trustees receive copies of all EVA policies; memorandum and articles of association; code of conduct; meeting timetable; conflict of interest declaration form and are required to attend the first available Roles and Responsibilities of Trustees training, following their election. At the first Board Meeting after the AGM, all Trustees are required to read and sign a Trustee Code of Conduct and complete a Skills Audit.

#### **Organisation**

EVA's Board of Directors governs the charity. Board Meetings are held 5 times a year. There is a Policy, Personnel and Finance Committee that meets to discuss issues as required and then feed back/report to Trustee Board Meetings.

EVA holds an Annual Review and Planning Day where Directors and Staff meet to review activities, check that services being provided are appropriate to enable the vcs to support local residents and to agree new projects if relevant. This event enables EVA to review how its charitable objectives are met; enables staff and directors to participate in discussion and debate on EVA's Business Plan; and to incorporate any changes required in light of current circumstances. The day to day running of the organisation is carried out by employed staff led by the Chief Executive, supported by 13 full/part-time staff. The Chief Executive has delegated authority to run operations and take financial decisions. All cheque payments and online bank transactions require two signatories/authorisations; 2 Trustees, the Company Secretary and the Chief Executive are signatories.

EVA is a member of the National Association for Voluntary and Community Action and consequently is committed to supporting the nationally agreed Code of Practice and Statement of Values for Councils for Voluntary Service.

#### **Public Benefit**

EVA's Board of Directors confirm that they have complied with the duty in Section 4 of the Charities Act 2006 to have due regard to the Charity Commission's general guidance on public benefit and that the activities carried out by the charity during the year were all undertaken in order to further the charity's aims for the benefit of EVA's beneficiaries

#### **Risk Management**

A risk assessment is carried out annually in order to identify the organisation's exposure to risk. The risk assessment is regularly updated and includes procedures put in place to mitigate the risks identified. The Risk Assessment is submitted to Trustees annually for discussion and ratification.

#### **Financial Review**

EVA continues to seek new funding streams in order to be able to continue to provide services to the vcs in Enfield. In March 2021 the London Borough of Enfield agreed an extension of EVA's funding to provide support and capacity building to the Enfield Voluntary and Community Sector and co-ordination of volunteering opportunities to Enfield Residents. The award was for £340,000 for the period 1st April 2021 – 31st March 2023.



# ENFIELD VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

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The funding awarded remains at the previous level and it has been recognised by Trustees that it will continue to be necessary for EVA to fundraise or use some of its reserves in order to be able to deliver services and maintain the high standards of support achieved over the past 30 years.

#### Reserves Policy

Enfield Voluntary Action aims to have Reserves equivalent to six months average annual expenditure. In addition, the reserves are also expected to cover long term sickness for long service staff; redundancy payments for all staff, Capital Cost to pension for one staff member; and asset replacement costs. EVA's Trustees have also agreed to allocate some reserves to act as bridging finance or match funding where new funding for a project is likely to be secured. These figures are calculated at: £354,558. EVA's reserves are therefore at the required level.

#### ACHIEVEMENTS AND PERFORMANCE

##### EVA's Response to the COVID 19 Pandemic

EVA Staff have continued to carry on the work of the organisation without interruption since lockdown occurred in March 2020 by working remotely. It was necessary to purchase some additional items of equipment to ensure that staff working conditions adhered to current Health and Safety Guidelines and EVA Trustees took care to ensure that processes were in place to safeguard staff Mental Health and working conditions. Trustees agreed to the introduction of employee support cover, taken out through Peninsula HR Consultants which enables staff to contact an advisor to discuss issues that are of concern to them in a completely confidential setting. Regular staff meetings and supervision meetings have also taken place via teams to ensure that staff have contact with each other. EVA supported the London Borough of Enfield's "Enfield Stands Together" (EST) initiative by supporting Enfield Council and other vcs partners to establish a phone service and support hub to meet the level of demand for food, medicine and contact when lockdown restrictions began. EVA's role was to receive, log and process EST volunteer applications to ensure a high quality was maintained in volunteer recruitment. This included carrying out validation checks by checking identities with identification; and taking up and verifying two references; forwarding validated applicant details to LBE. This process was carried out by the Volunteer Centre Enfield Manager with the support of all EVA Staff.

During the period:

- 1350 Covid-19 volunteers registered
- 374 EST Community Support Forms were processed
- 121 Volunteer Applications validated by EVA Staff and sent to LBE
- Details of 450 volunteers without DBS sent to LBE
- Approximately 200 volunteers were placed at the EST supply centre within LBE.
- 50+ volunteers were referred to EST Partners

Volunteering Roles included:

- Warehouse assistant -Helping out in the supply centre, preparing and sorting out food parcels to be distributed to vulnerable residents.
- Volunteer drivers delivering food parcels from supply centre to residents.
- Prescription service - Volunteer drivers collecting medicines from pharmacy and delivering it to residents.
- Telephone befrienders - speaking to vulnerable residents over the phone

#### PARTNERSHIP WORKING

Over the past year EVA has continued to work with various partners to provide additional training and support to the vcs groups and residents of Enfield as follows:

# **ENFIELD VOLUNTARY ACTION**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)** **FOR THE YEAR ENDED 31 MARCH 2021**

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### **Homelessness Project –LBE Housing/EVA**

Although the funding for the Housing Advisory Programme has come to an end, EVA continues to work with the London Borough of Enfield to explore how to develop new and sustainable approaches to the housing crisis. EVA is working with LBE and partners to seek ways of creating better lines of communication with those vulnerable people in need of statutory support or experiencing poor health conditions due to homelessness. The overall is to combine the work and expertise of the third sector and statutory bodies. EVA is currently applying for funds to assist with the facilitation of local preventative projects that directly aim to prevent homelessness or indirectly provide support for low income households who may be increasingly at risk of homelessness. EVA continues to host the Homelessness Network which invites vcs groups with an invested interest or experience in preventing homelessness to create and co-produce more solutions, alongside building the sectors capacity through offering free training and advisory sessions. Three Homelessness Network Forum meetings took place during the year attended by an average of 18 representatives from vcs/statutory organisations. Regular updates are sent to organisations on the Forum mailing list (currently 33) giving details of developments both nationally and locally and potential funding opportunities.

### **LBE/EVA Debt Advice Project**

Enfield Voluntary Action runs a debt advice project within its Voluntary Sector Homelessness Network. EVA aims to offer better infrastructure and supportive services to the organisations that can help prevent people from becoming homeless, and provide facilities for those already homeless. The Debt Advice Project aims to empower groups to offer sound debt advice through financial and funding advice, funding options and match funding grants to increase group's chances of securing grants for their projects. The end goal of this community development work is to offer residents of Enfield better quality advice on debt, benefits and advice on housing options to prevent homelessness.

### **Job Club – Partnership Work between Enfield Borough Over 50's Forum and EVA (Funded by LBE ESP)**

In 2020 EVA received funding through the LBE ESP to work in partnership with the Enfield Borough Over 50's Forum to assist with the running of the Forum's Job Club which had been set up to help older people with limited IT skills to navigate their way through claiming Universal credit while out of work, and developing CVs to help them apply for jobs. Administration has been overseen by EVA's Volunteer Centre Manager and day to day facilitation provided by a freelance consultant. As a result of Covid19 Lockdown the Job Club was paused until July 2020 when it discussions started to develop plans about how the Job Club may look going forward and to consider new ways of working taking on board Social Distancing and safety of the volunteers. In October 2020 the volunteers were trained on how to use Zoom and give employability support virtually. The renamed 'Virtual Job Club' was launched in January 2021 and has 5 volunteers providing support. Over 30 people have been supported with their job search activities. It is hoped to get back into libraries as soon as restrictions are lifted.

### **LBE/WEA to provide ESOL to local vcs groups**

EVA's role in the 2020-2021 ESOL programme was as an intermediary between those teaching the course (WEA) and Enfield based community groups with access to learners. EVA was successful in recruiting a number of willing community groups from our existing relationships. However, due to Covid 19, communication was limited to online methods rather than face to face explanations, which could have limited engagement and could have been a less effective communication method for community leaders with limited IT and English skills. The pandemic also put additional strain on individual community groups with other commitments and practical difficulties of running activities with social distancing in place. The variety of long-term beneficial outcomes include better access to public services and residents playing a role in community life. ESOL lessons online meant that attendance was lower as not all individuals would have had access to the required IT. The groups that successfully played a role in recruiting, and assisting potential learners to access the course include: Third Age Project, Skills and Training Network, I Learn Supplementary School, Bulgarian Folk Traditions, AXIS Educational Trust, Nene Tereza, CAYE, Dalmar. The final total number of learners sourced by EVA was 153.



# ENFIELD VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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### LBE Prevent/EVA – Safeguarding Training

EVA was again funded to run a series of training courses with funding from the Home Office (through the London Borough of Enfield Prevent team). The courses were aimed at organisations working with Children and Young People. As a result EVA was able to offer the following free training courses:

- 6 x Introduction to Safeguarding Training Courses – 77 representatives from 29 organisations attended these courses
- 1 x Children and Young People – Creating a Participation Strategy training course attended by 7 representatives from 7 vcs groups.
- 1 x Social Media & Mental Health in Young People Training Course – attended by 11 representatives from 7 organisations.
- 1 x Children and Young People – Trauma and Adversity Training course attended by 24 representatives from 15 organisations.
- 1 x Introduction to Children and Young People and Mental Health attended by 13 representations from 12 organisations

### LBE Active Enfield Team/EVA

EVA assisted LBE's Active Enfield Team to compile information to form part of a bid to the Football Foundation for a five-year project aimed at enabling certain target groups to become more physically active. EVA designed and facilitated a number of community engagement activities in order to gather evidence from these targeted groups for inclusion in the bid. In addition EVA co-produced an online survey which was disseminated to the sector. The feedback from the online survey, together with the evidence gathered at focus groups was included in the bid which was submitted in May 2021.

### LBE Friends of Parks (funded by LBE ESP)

The Enfield Strategic Partnership provides some funds for EVA's Development and Funding Advice Manager to manage the "Healthy Parks Healthy Enfield" project. The project offers targeted development and funding support to the borough's 17+ "Friends of Parks" groups. This is a two year project which had been due to commence on 1st April 2020. However, this was put back because of the Covid-19 pandemic and lockdown. The project was relaunched on 1st July 2020 by conducting a survey to establish the needs of the groups since the pandemic. 10 responses were received to the survey which formed the basis of the One-to-One advice sessions. To date 59 One-to-One Advice Sessions (consisting of funding advice, finding volunteers, volunteer management, help with policies, budgeting, training, networking and governance) have taken place; 2 network meetings were held to bring together the Friends of Parks Groups to discuss their responses to the council's Draft Blue-Green Strategy; 4 Drop-in-Sessions took place, held at various locations across the borough. These sessions are aimed at developing shared learning and helping partnership working; 3 Volunteer Workshops took place assisting with the development of volunteer management and appropriate policies; 2 Funding workshops were attended by representatives from Friends of Parks groups.

### LocalMotion

EVA is connecting Enfield groups to engage in the process of LocalMotion, a 10 year investment plan for Enfield communities from 5 regional/ national funders. EVA is facilitating space, opportunities and dialogue to create a community led process of investment, including;

- facilitation of meetings/ events (booking, facilitation & action points)
- publicity and promotion of LocalMotion within the sector and to stakeholders including statutory and health partners
- identifying who is not involved and engaging representatives
- maintaining a network of VCS groups participating in the process
- Facilitate discussions at EVA/local network meetings
- local contact point to help collaboration, partnership and facilitating ideas exchange and sharing local intelligence

# ENFIELD VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### Digital Training through Superhighways

In January 2020 EVA received funds from Big Lottery Reaching Communities to run an event to address digital exclusion. As a result of lockdown, it was necessary to change our plans. With the agreement of Big Lottery, it was decided to run a programme of online training courses through Superhighways which would address digital exclusion and support groups to address new ways of working as a result of the Pandemic. Office 365 Toolbox; 1-1 Ask an Expert Sessions; Moving Meetings and Activities Online; Introduction to Microsoft Teams. Superhighways were also able to offer additional follow-up support sessions to groups to help them with any technical issues they experienced during the sessions. This support was covered from their Crisis Response Funding. 70 attendees from 26 groups attended the training courses.

### Community Accountancy Service (ECAS)

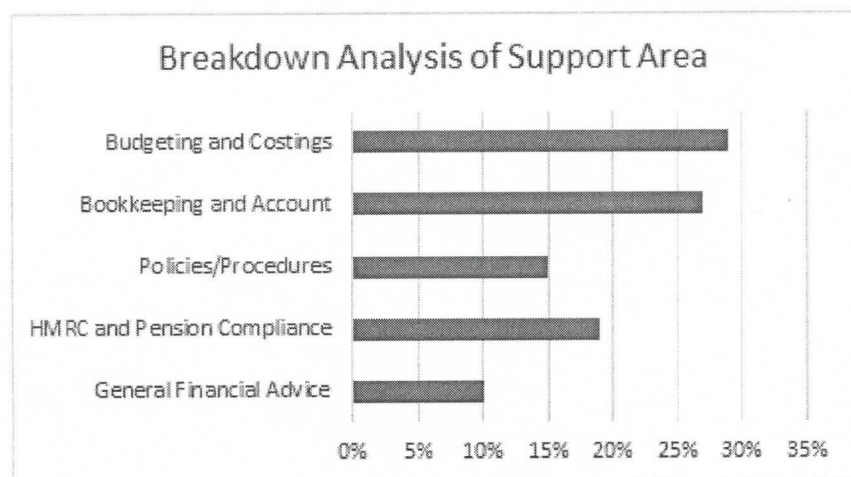
EVA manages the ECAS project which is partly funded by the London Borough of Enfield, Big Lottery Fund and Tudor Trust. EVA is a member of the Charity Finance Group which administers the Community Accountancy National Network to promote networking with community accountants and charity finance workers nationally.

The main objectives of the project are to assist and empower groups in financial management. It empowers them with the basic financial management skills to enable them to carry out their budgeting and financial tasks, implementing good financial procedures and practice. This is carried out by providing one to one advice, support and training. The project meets EVA objectives of empowering and capacity building voluntary organisation in Enfield. The Community Accountant provides support to groups in meeting compliance requirements towards Funders, the pension regulators, HMRC, Companies House and the Charity Commission.

The project objectives for the year 2020/2021 were accomplished by the provision of the following support and services:

- 3 training courses in Bookkeeping, EXCEL and Budget/Costings to 27 delegates from 24 organisations.
- Provided 209 one to one advice and support sessions to 51 local Organisation.
- Bespoke training courses have also taken place during the year. Three training courses were organised on Budgeting and Forecasting, Grant Management and Quickbooks.

The Tudor Trust project which commenced in October 2019 requires EVA to work closely and form links with organisations working with children and young people. In order to facilitate this EVA has organised an Enfield Youth Forum. The project supported 2 Youth Forum Meetings attended by 65 representatives from vcs and local statutory agencies. This forum will also enable EVA and the voluntary sector to forge links with representatives from the London Borough of Enfield working with Children and Young People.





# ENFIELD VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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### Development and Funding Advice Service

EVA's Development and Funding Advice Manager's role is to support voluntary and community groups through advice on funding applications and any developmental needs. Regular training courses also took place during the year. These courses were planned and developed to take account of the situation faced by groups at the time and were all online. The project's outcomes were achieved as follows:

- 6 Training Courses attended by 67 representatives from 48 vcs organisations – courses included: Roles & Responsibilities of a Trustee; Data Essentials; Legal Structures; Keeping Your Organisation Safe – Risk Management; Fundraising Essentials; Ethical Property Training – Negotiating Your Lease in a Covid World.
- 1 Joint Workshop (How Times Have Changed) took place with ENACT attended by 6 representatives from 5 organisations
- 301 One-to-One advice sessions took place during the year, these sessions included developmental advice; funding advice; assistance with the completion of online electronic applications; completion of monitoring and evaluation reports for funders and legal structures

### Information

There were 19 EVANEWS between April 2020 and March 2021, each issue distributed to approx. 695 email addresses. The increase in number of EVANEWS (usually 11 per year) was due to the circumstances of the Covid19 crisis. We covered Enfield Stands Together, funders responding to the Covid19 crisis, Mental Health Awareness, Domestic Abuse services, the Role of Community Groups during and after Covid19, our 2 grants programmes - Active Youth Enfield and Tackling Poverty and Inequality in Enfield, Digital and Safeguarding training, EVA membership and Simply Connect, Enjoy Enfield Safely, and more. We created a website dedicated to the 2 grants programmes with the guidelines and application forms; as well as developing a wholly new website for EVA, after we were let down by our previous website host. We developed new online booking forms for our training and events. We produced our 1st online Impact Report.

### Social Prescribing/Health Champions Funded by Big Lottery and Cornerstone Fund

The objectives of the Big Lottery Funded programme are to ensure that VCSE is put at the heart of health & social care service planning and subsequent delivery, thus enabling services to reach more residents through the channels of groups' relationships with people with the overarching outcome of reducing health inequalities and making health more accessible for all. In order to achieve this EVA will also be working with voluntary organisations who will host the Health Champions (existing members of their staff or long-term volunteers) and Enfield Citizens Advice Bureau (ECAB). During the project EVA will develop strategies, attend strategic meetings, identify strategic opportunities, populate and administrate Simply Connect Enfield (this includes regularly checking organisational information and activities are up to date and amending as required), managing the Health Champions, organising further training and networking meetings, monitor outputs, evaluate outcomes, measure impact and share learning.

During the year EVA ran 1 x Online Accredited Health Champions Training course which was attended by 12 representatives from 8 organisations. Of these 11 achieved accreditation. Health Champions continue to attend regular network meetings and receive regular updates from the EVA Social Prescribing Manager. The network meetings have enabled the new and existing Health Champions to come together and share ideas and experiences.

EVA employs 4 Link Workers and 1 Health & Wellbeing Coach for Unity & Evergreen PCNs. EVA offers far more than a management role to social prescribing Link Workers for PCNs by creating a social prescribing system with the VCS at its heart. The link workers have access to voluntary sector knowledge and networks, and the organisation's experience developing social prescribing and engaging with local health service system change.



# ENFIELD VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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They work with the EVA team building the system. The link worker employer role is integrated with the development and capacity building functions of the organisation. This means that the whole system benefits from the resources and funding levered for other programmes where there are synergies with social prescribing. For example, the link workers work closely with EVA staff building a directory of opportunities for social prescription and applying 'light-touch' quality assurance. When any gaps are identified in provision they can respond and fill them, in this case using resources and lottery funds allocated to them for capacity building and system change.

### **Supporting Groups to Raise Funds**

Between April 2020 & April 2021 EVA supported Enfield VCS groups to successfully secure a further £1,033,239.00 of external grants for community projects in Enfield. This support included one-to-one meetings with groups, grants workshops, and the grants programmes mentioned below.

### **National Lottery Community Fund/NHS CCG/LBE Debt Advice (Tackling Poverty and Inequality Grants Programme)**

EVA received funds from Big Lottery (£142,500), NHS CCG Cancer Awareness (£10,000) and LBE Debt Advice (£12,000) to run a small grants programme in January/February 2021 based on the recommendations from the LBE Poverty and Inequality Document produced in February 2020. Groups were invited to apply for up to £10,000 to run a project focussing on alleviating Poverty and Inequality, Debt Advice and Cancer Awareness. 47 applications were received by the closing date and the grants panel awarded 24 grants.

As in the past, the Grants Panel was made up of representatives from vcs groups in the Borough and representatives from the funders. Representatives from organisations interested in becoming a Panel Member completed and submitted an online form. They received training from an independent trainer prior to the meeting. EVA Staff/Trustees were in attendance at the Panel Meetings but did not play a part in the decision making.

### **Sport England/London Sport – Active Youth Enfield Grants Programme**

London Sport awarded EVA £20,000 to run a grants programme the aim of which was to encourage young people to become more active. Organisations were invited to apply for an award of £2,000 to run a programme for 1 hour a week over 30 weeks between February and September 2021. EVA produced the publicity and forms for the groups to complete and submit. 10 groups submitted applications and the independent panel were able to award 9 grants.

This is the first time that EVA has run two entire grants processes completely online which presented challenges, from ensuring that all applications and policies were received from groups, making sure that everything was forwarded to Panel Members and received by them, to arranging online Training and organising the Panel Meetings in a way that ensured that all Panel Members felt able to contribute to the discussions and decisions. Feedback from the Panel Members at the end of the process was very positive.

In order to support the groups to apply for these grants, the Development and Funding Advice Manager and Community Accountant developed and facilitated two grants workshops, and provided one-to-one support to groups. The grants workshops were attended by over 50 vcs representatives.

EVA also ran the following additional Grants Workshops during the Year:

- 3 x Big Lottery Advice Surgeries with a representative from Big Lottery meeting with groups considering applying to the Big Lottery Reaching Communities Fund. 12 sessions were taken up by 12 groups over the year.
- Active Youth Enfield Grants Workshop as part of the December Youth Forum Meeting.

# ENFIELD VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

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EVA continues to provide assistance to Johnson Matthey plc (a speciality chemicals company with a Chemical Plant in Enfield) who, as part of their Corporate Social Responsibility Programme set up a small donations programme to benefit groups in the London Borough of Enfield. Every month one local organisation receives £500 to assist with their work in the Borough. Groups submit their ideas on a simple online application form which is forwarded to Johnson Matthey plc. Three ideas are then presented to employees and voted for. Over the past year the spreadsheet of applications has been updated and groups have been contacted to find out if they would like their original applications to be removed, resubmitted for consideration or whether they would like to submit a different application. The spreadsheet currently consists 19 up to date applications. To date 58 x £500 donations have been made to local groups.

#### **Volunteer Recruitment/Placement/Celebrations**

In response to the Covid 19 Pandemic, EVA assisted worked closely with the London Borough of Enfield to provide a co-ordinated response to the Covid 19 Pandemic. EVA assisted with the recruitment of volunteers for placing within the Council Hub. This work involved receiving and logging volunteer applications, checking appropriate DBS were in place, contacting referees, completing relevant paperwork to send to LBE and forwarding all completed applications. EVA's Chief Executive and Volunteer Centre Manager were the main point of contact within EVA and as a result attended a number of strategic meetings relating to Covid 19 and spoke regularly to many Council and NHS Staff. Volunteer Centre Enfield assisted with the registration of 1350 volunteers to assist the Council during this period. The Volunteer Centre Manager also engaged with 113 vulnerable residents by providing them with information and advice on the community support they would be receiving from the LBE Covid response team.

**The Enfield Stands Together Big Thank You Event** was held at Pymmes Park on 31 August 2020. Volunteers who had assisted with the Covid Response were invited to attend with their families and the Mayor of Enfield Councillor Sabri Osaydin presented certificates to those volunteers who were able to attend the celebration. Volunteer Centre Enfield designed and issued 114 certificates for the volunteers with funds from Big Lottery Awards for All.

The Volunteer Centre Manager met regularly with groups to discuss how they could engage with volunteers digitally and devise new ways of working. She also engaged with individuals wishing to volunteer and assisted them with their volunteering requirements by linking them with groups.

An Online Volunteer Recruitment Fair took place in November 2020. Organisations were asked to produce a short video presentation on their organisation and the type of volunteering opportunities they had available. The videos were then uploaded on to YouTube and available for potential volunteers to find out more about the type of volunteering opportunities that are available in the Borough. 50 potential volunteers were able to view videos from 20 exhibitors. This was the first event of its type and was a really valuable opportunity for groups and individuals to learn more about what was going on in the Borough and how to get involved.

Volunteer Centre Enfield received six months funding from London Community Response to engage with skilled residents from different ages and backgrounds to reduce their isolation and loneliness. The main objective of Enfield Conversation Cafe (ECC) was to facilitate fortnightly online meetings where people in the local community could get together "virtually" to connect, network, share experiences and generally just feel like they were still part of a community whilst physical social restrictions are still in place. We recruited and trained 5 volunteers, out of which 3 Volunteer Cuppa champions actively hosted the online Café once a fortnight. 10 sessions on ZOOM engaged with 50 residents. Each session had a different theme which helped to cover a broad range of discussion topics, quizzes and games to make it enjoyable. Cuppa Champions also gave quick demonstrations on how to use different tools on Zoom.



# ENFIELD VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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Day to day work also continued during this period as follows:

- 1610 Residents wishing to volunteer were registered
- 504 Residents were placed with vcs groups in the Borough
- 263 Potential volunteers received 1-1 guidance
- 426 volunteer opportunities were registered on behalf of local vcs groups
- 28 outreach initiatives took place during the year
- 3 EVON Meetings took place attended by representatives from 20+ vcs groups.

### Fundraising

During the year EVA has continued to submit funding applications in order to secure services for the vcs. This has included successful applications to: LBE Third Sector Development for the extension of EVA's Current Contract (extended to March 2023); National Lottery Community Fund to run a grants programme for local vcs groups; London Sport to run an Active Youth Enfield Grants Programme; LBE/CCG to run the Youth Alive Project (a pilot programme designed to support young persons aged 10-19 who live, work, or attend school in the Edmonton catchment area. This is a 'light touch' service designed to act on an early intervention basis to support young persons to make good decisions that affect their health and wellbeing); LocalMotion (to provide additional digital training courses for local vcs groups); LBE Active Through Football; WEA/LBE ESOL (to run a further ESOL Project), CCG Cancer Awareness (as part of the grants programme to support groups to provide Cancer Awareness Raising activities).

### Future Funding

EVA continues to identify gaps in the sector and apply to appropriate funders to run projects to fill those gaps. Current priorities include homelessness, sustainable youth activities, and digital exclusion.

*Over the coming year EVA has secured funds as follows:*

- CCG (2 Year funding to facilitate the ongoing training and development of the Health Champions Network and develop Health Inequality projects that address childhood obesity) - £110,000
- Public Health (£30,000 to distribute to projects addressing childhood obesity over 2 years)
- LocalMotion - £20,000 towards staff time to facilitate the creation of opportunities and dialogue to create a community led process of investment
- Outcome 3 - £680,000 (4 Year funding to facilitate the LBE contract supporting people with long-term health conditions. EVA will be administering a Partnership with AgeUK Enfield, Enfield Carers Centre, and Mind in Enfield. The bulk of the funds will be paid to the partners responsible for delivering the outcomes with EVA receiving a small strategic leadership fee.
- National Lottery Community Fund (£256,000) over 5 year project to develop projects supporting people at risk of homelessness).

### EVA Membership/Simply Connect (previously Connect Well)

In order to ensure that our information is as up-to-date as possible and that our members are complying with current governance and regulatory requirements EVA's Membership Application Form and Criteria have been updated and groups are continuing to complete the new application form and submit a number of policies/documents. Full and Associate members of EVA are eligible to be part of Simply Connect Enfield, an online searchable directory which will help groups to increase their reach and provide opportunities for people and groups to share and learn, and to take positive local social action. For London Borough of Enfield residents who are seeking a new leisure or social activity, need advice or information, or want to meet other people with similar interests or life experiences, Simply Connect Enfield will help them find and make connections with local groups who offer these services.

# ENFIELD VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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EVA's Administrative/Finance Officer and Administrative Assistant have been facilitating the membership process with support from the Development and Funding Advice Manager. Groups that have achieved membership are invited to submit their activities via an online form. 3 training sessions took place during the year to provide groups with the necessary skills to accept referrals and add activities to the platform. These sessions were facilitated by Simply Connect and were attended by 14 representatives from 13 organisations. On occasion groups send flyers and the details are transferred to the website. Before the activity is published it is sent to the group for final approval to ensure that the information is correct and that the layout is acceptable. Groups are also asked to provide images from their portfolio in order to personalise their activity. As restrictions are now being lifted, more groups are able to resume their activities. To date the details of 62 organisations have been added to Simply Connect with 144 active activities. <https://enfield.simplyconnect.uk>.

### Strategic Representation

EVA/VCE/Social Prescribing has supported the vcs, and through them the local community, by our representational role on the Enfield Strategic Partnership and ESP Management Board, the Voluntary Sector Strategy Group, VCS Prevention and Early Intervention Steering Group, Early Years Board; LBE Health and Wellbeing Board and the Employment and Enterprise Board, Family Resilience Board, London Borough's Faith Forum; Healthy Weight Partnership; Enfield Food Partnership; Early Help Board; Enfield Social Prescribing Partnership; Cancer Awareness (Community Engagement Panel), EVA is also represented on the CCG Voluntary Sector Stakeholder Reference Group, Enfield Clinical Commissioning Group Patient Participation Group.

EVA also has extensive access to a wide range of civil society organisations at regional and national level, including membership of: London Plus (established from The Way Ahead) member of the Advisory Board, VCS Emergencies Partnership, North London Strategic Transformation Plan, Council for Voluntary Service (CVS) Directors Network, NCVO, NAVCA, Connect Well Network, Association of Volunteer Managers.

### Statement of trustees' responsibilities

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charity as at the balance sheet date and of its incoming resources, including income and expenditure, for the financial year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue in operation.

The trustees are responsible for maintaining proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

# ENFIELD VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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The Trustees' report was approved by the Board of Trustees.

W M Bowry

Chair

Dated: 7 October 2021





# ENFIELD VOLUNTARY ACTION

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

**FOR THE YEAR ENDED 31 MARCH 2021**

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The trustees, who are also the directors of Enfield Voluntary Action for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

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

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

# ENFIELD VOLUNTARY ACTION

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF ENFIELD VOLUNTARY ACTION

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I report to the trustees on my examination of the financial statements of Enfield Voluntary Action (the charity) for the year ended 31 March 2021.

#### **Responsibilities and basis of report**

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

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

#### **Independent examiner's statement**

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

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

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

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

D M Cramer FCA  
Blinkhorns  
27 Mortimer Street  
London  
W1T 3BL

Dated: 7 October 2021



# ENFIELD VOLUNTARY ACTION

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
<b>Income from:</b>							
Donations and legacies	3	199,862	663,721	863,583	197,893	382,654	580,547
Charitable activities	4	200	1,116	1,316	1,752	-	1,752
Investments	5	1,699	-	1,699	818	-	818
<b>Total income</b>		<b>201,761</b>	<b>664,837</b>	<b>866,598</b>	<b>200,463</b>	<b>382,654</b>	<b>583,117</b>
<b>Expenditure on:</b>							
Raising funds	6	18,481	48,881	67,362	24,378	48,435	72,813
Charitable activities	7	140,973	510,246	651,219	181,988	270,957	452,945
<b>Total resources expended</b>		<b>159,454</b>	<b>559,127</b>	<b>718,581</b>	<b>206,366</b>	<b>319,392</b>	<b>525,758</b>
Gross transfers between funds		-	-	-	(12,400)	12,400	-
<b>Net income for the year/ Net movement in funds</b>		<b>42,307</b>	<b>105,710</b>	<b>148,017</b>	<b>(18,303)</b>	<b>75,662</b>	<b>57,359</b>
Fund balances at 1 April 2020		342,269	158,126	500,395	360,572	82,464	443,036
<b>Fund balances at 31 March 2021</b>		<b>384,576</b>	<b>263,836</b>	<b>648,412</b>	<b>342,269</b>	<b>158,126</b>	<b>500,395</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# ENFIELD VOLUNTARY ACTION

## BALANCE SHEET

AS AT 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
<b>Fixed assets</b>					
Tangible assets	10		10,094		10,615
<b>Current assets</b>					
Debtors	11	25,411		83,356	
Cash at bank and in hand		636,123		429,640	
		<u>661,534</u>		<u>512,996</u>	
<b>Creditors: amounts falling due within one year</b>	12	<u>(23,216)</u>		<u>(23,216)</u>	
Net current assets			638,318		489,780
<b>Total assets less current liabilities</b>			<u>648,412</u>		<u>500,395</u>
<b>Income funds</b>					
Restricted funds			263,836		158,126
<u>Unrestricted funds</u>					
Designated funds:					
Staff Liabilities		128,425		111,575	
		<u>128,425</u>		<u>111,575</u>	
General unrestricted funds	14	256,151		230,694	
		<u>384,576</u>		<u>342,269</u>	
			<u>648,412</u>		<u>500,395</u>

# ENFIELD VOLUNTARY ACTION

## BALANCE SHEET (CONTINUED)

**AS AT 31 MARCH 2021**

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The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2021.

The directors acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the Trustees on 7 October 2021

W M Bowry  
Trustee



B Betton  
Trustee



Company Registration No. 03755382

# ENFIELD VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2021

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#### 1 Accounting policies

##### Charity information

Enfield Voluntary Action is a private company limited by guarantee incorporated in England and Wales. The registered office is Community House, 311 Fore Street, London, N9 0PZ.

##### 1.1 Accounting convention

The accounts have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention.

##### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

##### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

##### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

The charity received money mainly through donations and events occurring within the year.

Income is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts, VAT and other sales related taxes.



# ENFIELD VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

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### 1 Accounting policies

(Continued)

#### 1.5 Expenditure

Costs are accounted for when they are incurred, with irrecoverable VAT being charged as a cost against the relevant activity.

Costs of charitable activities relate to the furtherance of the charities objectives.

Costs of raising funds relate to events and other activities through which the charity raises its profile.

Administration costs represent the running costs of the charity which are charged to the income and expenditure account in the period when they are incurred. They are included wholly within the Charitable Activities.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Plant and machinery	25% per year on a reducing balance basis
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

#### 1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

# ENFIELD VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 1 Accounting policies

(Continued)

#### Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

### 1.9 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

### 3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2021 £	2021 £	2021 £	2020 £	2020 £	2020 £
Donations and gifts	50	-	50	2,500	-	2,500
London Borough of Enfield, Big Lottery, City Bridge and Tudor Trust	199,812	663,721	863,533	195,393	382,654	578,047
	<u>199,862</u>	<u>663,721</u>	<u>863,583</u>	<u>197,893</u>	<u>382,654</u>	<u>580,547</u>

# ENFIELD VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

### 4 Charitable activities

	2021 £	2020 £
Sales within charitable activities	1,316	1,752
Analysis by fund		
Unrestricted funds	200	1,752
Restricted funds	1,116	-
	1,316	1,752

### 5 Investments

	Unrestricted funds 2021 £	Unrestricted funds 2020 £
Interest receivable	1,699	818



# ENFIELD VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 6 Raising funds

	Unrestricted funds	Restricted funds	Total 2021	Total 2020
	£	£	£	£
<u>Fundraising and publicity</u>				
Other Staff Costs	122	9,634	9,756	4,695
Promotion	50	134	184	528
Communication	1,016	1,774	2,790	2,764
Establishment Costs	5,067	3,138	8,205	10,911
Direct Staff Costs	11,743	33,856	45,599	52,299
Equipment Costs	483	345	828	1,616
	<u>18,481</u>	<u>48,881</u>	<u>67,362</u>	<u>72,813</u>
For the year ended 31 March 2020	<u>24,378</u>	<u>48,435</u>		<u>72,813</u>

### 7 Charitable activities

	2021 £	2020 £
Staff costs	409,346	270,856
Project Costs	240,815	169,897
Support Costs	1,058	12,192
	<u>651,219</u>	<u>452,945</u>
<b>Analysis by fund</b>		
Unrestricted funds	140,973	181,988
Restricted funds	510,246	270,957
	<u>651,219</u>	<u>452,945</u>

### 8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

# ENFIELD VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

### 9 Employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
	14	8
	<u>14</u>	<u>8</u>
<b>Employment costs</b>	<b>2021</b>	<b>2020</b>
	£	£
Wages and salaries	383,481	268,503
Social security costs	32,593	19,207
Other pension costs	38,871	35,445
	<u>454,945</u>	<u>323,155</u>
	<u>454,945</u>	<u>323,155</u>

There are no employees who received total employee benefits (excluding employer pension costs) of more than £60,000.

### 10 Tangible fixed assets

	Plant and machinery £
<b>Cost</b>	
At 1 April 2020	97,838
Additions	2,845
	<u>100,683</u>
At 31 March 2021	<u>100,683</u>
<b>Depreciation and impairment</b>	
At 1 April 2020	87,224
Depreciation charged in the year	3,365
	<u>90,589</u>
At 31 March 2021	<u>90,589</u>
<b>Carrying amount</b>	
At 31 March 2021	<u>10,094</u>
At 31 March 2020	<u>10,615</u>

# ENFIELD VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

### 11 Debtors

	2021	2020
	£	£
Amounts falling due within one year:		
Trade debtors	25,411	83,356

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

	2021	2020
	£	£
Trade creditors	23,216	23,216

Trade creditors relate to Service Charges, which have been paid by London Borough of Enfield, but at the Balance Sheet date the charity had not paid over the funds in relation to this.

### 13 Retirement benefit schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

### 14 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2019	Movement in funds Incoming resources	Balance at 1 April 2020	Movement in funds Incoming resources	Balance at 31 March 2021
	£	£	£	£	£
Staff Liabilities	111,575	-	111,575	16,850	128,425
	111,575	-	111,575	16,850	128,425

The staff liabilities fund contains the costs associated with redundancies for EVA staff. EVA has long standing staff that have been developed over a number of years demonstrating exceptional commitment to their projects. Therefore, EVA has proportionally higher staff liabilities. EVA's trustees have thus acted prudently and responsibly in designating funds to meet these liabilities.

# ENFIELD VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 15 Analysis of net assets between funds

	Unrestricted 2021 £	Restricted 2021 £	Total Unrestricted 2021 £	Restricted 2020 £	Total 2020 £
Fund balances at 31 March 2021 are represented by:					
Tangible assets	7,400	2,694	10,094	9,868	10,615
Current assets/ (liabilities)	377,176	261,142	638,318	157,379	489,780
	<u>384,576</u>	<u>263,836</u>	<u>648,412</u>	<u>158,126</u>	<u>500,395</u>

# ENFIELD VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

#### 16 Restricted Funds

The restricted funds consist of the following

	Reserves B/fwd £	Incoming £	Outgoing £	Surplus/ (deficit) for year £	Reserves C/fwd £
ESP LBE JC		3,104	(3,104)	-	-
LBE ESP FOP	-	8,942	(8,958)	(16)	(16)
LBE Prevent - PSC	-	8,525	(8,525)	-	-
LBE Housing - PSC	10,207		(10,207)	(10,207)	-
LBE Debt Active		52,400	(19,877)	32,523	32,523
LBE Active Through Football		7,500		7,500	7,500
City Bridge	477	4,775	(4,775)	-	477
Big Lottery	6,232	94,206	(69,021)	25,185	31,417
Big Lottery Grants Programme	-	150,000	(99,784)	50,216	50,216
National Lottery HC	102,277	132,096	(149,747)	(17,651)	84,626
Awards for All	10,000		(9,111)	(9,111)	889
CornerStone - PSC	-	5,619	(5,618)	1	1
Groundwork	2,542	495	(1,975)	(1,480)	1,062
Tudor Trust Grant	17,745	32,600	(32,590)	10	17,755
CCG Cancer Awareness - PSC	7,900	15,000	(5,250)	9,750	17,650
Unity PCN	747	108,534	(101,791)	6,743	7,490
Evergreen		18,783	(12,372)	6,411	6,411
Local Motion		1,116	(1,116)	-	-
London Community Fund		2,290	(2,290)	-	-
London Plus		750	(639)	111	111
LONDON SPORT		12,500	(7,928)	4,573	4,573
NCL Volunteering		5,600	(4,450)	1,150	1,150

# ENFIELD VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 16 Restricted Funds

(Continued)

Reserves B/fwd £	Incoming £	Outgoing £	Surplus/ (deficit) for year £	Reserves C/fwd £
158,126	664,837	559,127	105,710	263,836