

RUSHCLIFFE COMMUNITY AND VOLUNTARY SERVICE

England & Wales · Charity number 1079880

Details

Other names	RUSHCLIFFE COUNCIL FOR VOLUNTARY SERVICE
Status	Registered
Legal form	Charitable company
Company number	03867757
Registered	2000-03-17
Register	View on the Charity Commission register

Contact

Address	The Cotgrave Hub Rivermead Cotgrave Nottingham NG12 3UQ
Phone	01159699060
Email	admin@rushcliffecvs.org.uk
Website	www.rushcliffecvs.org.uk

Activities

Objects: TO PROMOTE ANY CHARITABLE PURPOSE FOR THE BENEFIT OF THE COMMUNITY, PRINCIPALLY, BUT NOT EXCLUSIVELY FOR, THE COMMUNITY IN THE LOCAL GOVERNMENT DISTRICT OF RUSHCLIFFE AND, IN PARTICULAR, THE ADVANCEMENT OF EDUCATION; THE PROTECTION OF HEALTH AND THE RELIEF OF POVERTY, DISTRESS AND SICKNESS.

Activities: Rushcliffe CVS is an independent charitable organisation that exists to promote and support voluntary and community action in Rushcliffe. We work closely with local groups and organisations providing them with help and advice and enable them to have their voices heard where important decisions are taken that affect them and their users.

Classification

- **How:** Provides Human Resources, Provides Services, Acts As An Umbrella Or Resource Body
- **What:** General Charitable Purposes, Economic/community Development/employment
- **Who:** Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies

Geography

- **Area of benefit:** PRINCIPALLY BUT NOT EXCLUSIVELY, THE LOCAL GOVERNMENT DISTRICT OF RUSHCLIFFE
- Nottinghamshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£484,939	£406,153	-	-
2024-03-31	£375,035	£335,863	-	-
2023-03-31	£377,293	£276,708	-	-
2022-03-31	£251,529	£218,343	-	-
2021-03-31	£188,565	£174,408	-	-

Trustees

Name	Role	Appointed
John Gray	Chair	2018-01-25
Alexander James Julian		2022-02-24
Beverley Wormald		2022-02-24
Gillian Liddle Stevenson		2022-02-24
JANE HAWTHORN		
Michael Rose		2023-11-02
Philip Gronow		2016-09-08

Accounts

Company registration number: 03867757

Charity registration number: 1079880

Rushcliffe Community and Voluntary Service

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2025

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

Rushcliffe Community and Voluntary Service

Contents

Reference and Administrative Details	1
Trustees' Report	2 to 6
Independent Examiner's Report	7
Statement of Financial Activities	8 to 9
Balance Sheet	10
Notes to the Financial Statements	11 to 21

Rushcliffe Community and Voluntary Service

Reference and Administrative Details

Trustees	Philip Gronow Jane Hawthorn John Gray Alexander Julian Beverley Wormald Gillian Stevenson Michael Rose
Secretary	Carolyn Perry
Senior Management Team	Chief Executive Officer, Carolyn Perry
Charity Registration Number	1079880
Company Registration Number	03867757
Registered Office	Cotgrave Hub Rivermead Cotgrave Nottingham NG12 3UQ
Independent Examiner	Eva Stevens, employee of Community Accounting Plus Units 1 & 2 North West 41 Talbot Street Nottingham NG1 5GL

Rushcliffe Community and Voluntary Service

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2025.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	Philip Gronow
	Jane Hawthorn
	John Gray
	Alexander Julian
	Beverley Wormald
	Gillian Stevenson
	Michael Rose

Secretary:	Carolyn Perry
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Structure, governance and management

Nature of governing document

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association adopted 28 October 1999 and most recently amended 22 October 2009. It has no share capital and the liability of each member in the event of winding-up is limited to £1.

Recruitment and appointment of trustees

The procedures to be observed are contained in the RCVS Memorandum and Articles of Association adopted on 22nd October 2009.

At each AGM one-third of trustees retire from office. The trustees retiring are decided according to length of service. The AGM elects trustees and honorary officers by vote through a show of hands or by proxy vote. Each member has one vote.

Trustees may be elected at the AGM:

- If recommended for re-election by the trustees;
- If nominated by a member of RCVS not less than 14 nor more than 35 clear days before the date of the meeting.

Trustees may appoint a person who is willing to act as a trustee but they must retire at the next AGM. The number of trustees will be not less than 6 and not more than 15.

Rushcliffe Community and Voluntary Service

Trustees' Report

Objectives and activities

Objects and aims

The objects of the company shall be to promote any charitable purpose for the benefit of the community principally, but not exclusively for the local government district of Rushcliffe and in particular, the advancement of education, the protection of health and the relief of poverty, distress and sickness: and in the furtherance of said purpose, but not otherwise to promote and organise co-operation in the achievement of same and to that end to bring together representatives of the voluntary organisations and statutory authorities within the area of benefit.

Rushcliffe Community and Voluntary Service provides advice, information and support to voluntary and community organisations across the Borough of Rushcliffe and delivers a range of health and social welfare services. We work closely with partner organisations across all sectors.

RCVS's activities benefit voluntary sector organisations, individuals and the interaction between the statutory sector and the voluntary and community sector in the South of Nottinghamshire.

The Board of Trustees have considered public benefit and concluded that:

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

As a local development and support organisation Rushcliffe Community & Voluntary Service (RCVS) provides services to local voluntary organisations, community groups, charities, faith groups, and others who wish to promote, support or engage in local voluntary action. These services enable organisations and individuals to deliver better services to members of the public who live or work in Rushcliffe and Broxtowe.

We achieve this by:

- Providing information and advice to voluntary and community groups on all issues relating to good practice in volunteer management, including recruitment, training and supporting volunteers, advise on policy when involving volunteers;
- Helping people find voluntary work to suit their interests and skills, acting as a broker between those that want to volunteer and organisations that need them;
- Providing support to voluntary organisations with funding advice, training, advice and information on legal structures and governance and most other issues relating to the community and voluntary sector;
- Supporting older people to access services and support through our older people's projects.

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

Rushcliffe Community and Voluntary Service

Trustees' Report

Achievements and performance

In 2024 RCVS celebrated our 40th anniversary at an event in October, where we celebrated the achievements of Rushcliffe CVS over 40 years, and thanked our dedicated volunteers. The event was attended by over 100 people including past and present staff and trustees, volunteers, the Mayor of Rushcliffe and partners.

During the year our partnership with Newark & Sherwood CVS went from strength to strength, with trustees of both boards agreement to continue to pursue the option of merger between the two organisations. At our Extraordinary General meeting held in February, our members too approved the resolution to merge on 1st April 2025.

Working towards the merger did not detract on delivery of services and RCVS remained committed to delivering a wide range of high quality support services to local voluntary and community groups and organisations across Broxtowe and Rushcliffe, adapting our approach to meet the changing needs of the diverse communities we serve.

Over the year we supported over 60 groups, provided opportunities for networking through the Community Engagement Groups and networking opportunities.

We continued to provide much needed and valued services to meet the needs of older and vulnerable people through our Community Transport in Rushcliffe and Gedling, Befriending and Handy Housekeeper services.

During the year, an increase in uptake of our independent living services was evident, with demand for our services continuing to grow. Over the year, our transport scheme supported 450 passengers to get out and about to shops, social and recreational activities, and primary care appointments.

Our services were supported by 180 volunteers.

The Volunteer Centre supports potential volunteers to access volunteer opportunities that meet their skills and interests and supports volunteer involving organisations to help them implement good practice and assist with the development of volunteering opportunities.

During the year we had contact with over 200 volunteers, supported 20 groups to implement good practice and helped to develop over 170 new volunteer opportunities.

Our Volunteer Centre launched a new Volunteer CRM and celebrated volunteering during Volunteers week in June.

RCVS is active on social media posting articles on Facebook, Twitter and LinkedIn.

Rushcliffe Community and Voluntary Service

Trustees' Report

Financial review

We ended the year with a surplus which was better than anticipated.

Policy on reserves

The Trustees have agreed that adequate reserves should be maintained to cover potential closure (redundancy) costs, project contingencies, general variations in income generation and cash flow; this amounts to £130,000. The remaining unrestricted reserves will be used to extend the charity's reach, expand existing services and develop new services to meet community needs. Total unrestricted free reserves are about £370,698.

Major risks and management of those risks

Financial risks

Our balance sheet is strong and we have significant unrestricted reserves. A modest surplus is expected in the current financial year. In the short term it is more important to build capacity to grow charitable benefit.

Rushcliffe Community and Voluntary Service

Trustees' Report

Statement of Responsibilities

The trustees (who are also the directors of Rushcliffe Community and Voluntary Service for the purposes 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), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland". The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including its income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards, comprising FRS 102 have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

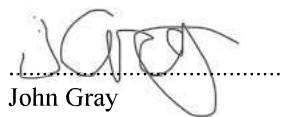
The trustees are responsible for keeping proper accounting records that can disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Small companies provision statement

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

The annual report was approved by the trustees of the charity on ~~18/12/2025~~.... and signed on its behalf by:



John Gray
Trustee

Rushcliffe Community and Voluntary Service

Independent Examiner's Report to the trustees of Rushcliffe Community and Voluntary Service ('the Company')

Independent examiner's report to the trustees of Rushcliffe Community and Voluntary Service ('the Company')

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2025.

Responsibilities and basis of report

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

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

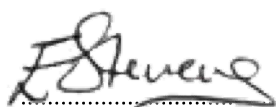
Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Chartered Institute of Public Finance and Accountancy (CIPFA), which is one of the listed bodies.

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

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

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



Eva Stevens, BSc, CPFA, employee of Community Accounting Plus
member of the Chartered Institute of Public Finance and Accountancy (CIPFA)

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

Date: 18/12/2025.....

Rushcliffe Community and Voluntary Service

Statement of Financial Activities for the Year Ended 31 March 2025 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted £	Restricted £	Total 2025 £	Total 2024 £
Income and Endowments from:					
Donations and legacies	2	52,614	-	52,614	89,425
Charitable activities	3	112,480	310,854	423,334	278,949
Investment income	5	8,991	-	8,991	6,661
Total Income		<u>174,085</u>	<u>310,854</u>	<u>484,939</u>	<u>375,035</u>
Expenditure on:					
Charitable activities	7	<u>(189,896)</u>	<u>(216,257)</u>	<u>(406,153)</u>	<u>(335,863)</u>
Total Expenditure		<u>(189,896)</u>	<u>(216,257)</u>	<u>(406,153)</u>	<u>(335,863)</u>
Net (expenditure)/income		(15,811)	94,597	78,786	39,172
Transfers between funds		<u>15,904</u>	<u>(15,904)</u>	<u>-</u>	<u>-</u>
Net movement in funds		93	78,693	78,786	39,172
Reconciliation of funds					
Total funds brought forward		<u>370,605</u>	<u>41,268</u>	<u>411,873</u>	<u>372,701</u>
Total funds carried forward	15	<u><u>370,698</u></u>	<u><u>119,961</u></u>	<u><u>490,659</u></u>	<u><u>411,873</u></u>

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

The notes on pages 11 to 21 form an integral part of these financial statements.

Rushcliffe Community and Voluntary Service

Statement of Financial Activities for the Year Ended 31 March 2025 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

These are the figures for the **previous accounting period** and are included for comparative purposes

	Note	Unrestricted £	Restricted £	Total 2024 £
Income and Endowments from:				
Donations and legacies	2	89,425	-	89,425
Charitable activities	3	106,628	172,321	278,949
Investment income	5	6,661	-	6,661
Total Income		<u>202,714</u>	<u>172,321</u>	<u>375,035</u>
Expenditure on:				
Charitable activities	7	<u>(160,888)</u>	<u>(174,975)</u>	<u>(335,863)</u>
Total Expenditure		<u>(160,888)</u>	<u>(174,975)</u>	<u>(335,863)</u>
Net income/(expenditure)		<u>41,826</u>	<u>(2,654)</u>	<u>39,172</u>
Net movement in funds		41,826	(2,654)	39,172
Reconciliation of funds				
Total funds brought forward		<u>328,779</u>	<u>43,922</u>	<u>372,701</u>
Total funds carried forward	15	<u><u>370,605</u></u>	<u><u>41,268</u></u>	<u><u>411,873</u></u>

The notes on pages 11 to 21 form an integral part of these financial statements.

Rushcliffe Community and Voluntary Service

(Registration number: 03867757)
Balance Sheet as at 31 March 2025

	Note	2025 £	2024 £
Fixed assets			
Tangible assets	11	430	860
Current assets			
Debtors	12	14,853	12,789
Cash at bank and in hand		<u>481,210</u>	<u>409,238</u>
		496,063	422,027
Creditors: Amounts falling due within one year	13	<u>(5,834)</u>	<u>(11,014)</u>
Net current assets		<u>490,229</u>	<u>411,013</u>
Net assets		<u>490,659</u>	<u>411,873</u>
Funds of the charity:			
Restricted income funds			
Restricted funds		119,961	41,268
Unrestricted income funds			
Unrestricted funds		<u>370,698</u>	<u>370,605</u>
Total funds	15	<u>490,659</u>	<u>411,873</u>

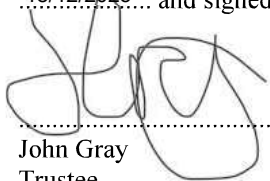
For the financial year ending 31 March 2025 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The financial statements on pages 8 to 21 were approved by the trustees, and authorised for issue on 18/12/2025 and signed on their behalf by:


John Gray
Trustee

The notes on pages 11 to 21 form an integral part of these financial statements.

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2025

1 Accounting policies

Summary of significant accounting policies and key accounting estimates

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

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

Rushcliffe Community and Voluntary Service meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The financial statements have not been prepared on a going concern basis as Rushcliffe CVS will be merging with Newark & Sherwood CVS to create Your CVS (Charity number: 1212646).

Exemption from preparing a cash flow statement

Under the exemption available to smaller charities the Board of Trustees has chosen not to include a Statement of Cash Flows within the financial statements.

Income and endowments

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

Donations and legacies

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

Grants receivable

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

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2025

Deferred income

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

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

Expenditure

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

Charitable activities

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

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £500.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

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

Asset class	Depreciation method and rate
General equipment	25.0% straight line
IT equipment	33.3% straight line

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2025

Cash and cash equivalents

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

Fund structure

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

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

Pensions and other post retirement obligations

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

2 Income from donations and legacies

	Unrestricted funds General £	Total 2025 £	Total 2024 £
Donations and legacies;			
Donations from individuals	3	3	44
Gift aid reclaimed	-	-	130
Grants, including capital grants;			
Government grants	14,500	14,500	27,000
Grants from other charities	38,111	38,111	-
Grants from companies	-	-	62,251
	<u>52,614</u>	<u>52,614</u>	<u>89,425</u>

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2025

3 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2025 £	Total 2024 £
Grants	-	310,854	310,854	172,321
Sales & fees	79,250	-	79,250	98,797
Sundry receipts	47	-	47	-
Shopping reimbursements	-	-	-	7,809
Fundraising	90	-	90	22
Fares refunds	30,275	-	30,275	-
Friends of transport	2,818	-	2,818	-
	<u>112,480</u>	<u>310,854</u>	<u>423,334</u>	<u>278,949</u>

4 Grants & donations

	General funds £	Restricted funds £	Total £
Nottinghamshire County Council	-	65,792	65,792
Rushcliffe Borough Council	7,500	2,000	9,500
Mansfield CVS	12,000	23,560	35,560
Ashfield Voluntary Action	26,111	-	26,111
ABL Health	-	40,742	40,742
NHS Nottingham & Nottunghamshire ICB	-	84,006	84,006
Newark & Sherwood CVS	-	14,320	14,320
NHS Charities	-	20,158	20,158
Broxtowe Borough Council	7,000	-	7,000
Coop Community Fund	-	500	500
Postcode Community	-	50,000	50,000
Active Partners Trust	-	7,000	7,000
General Donations	3	2,776	2,779
	<u>52,614</u>	<u>310,854</u>	<u>363,468</u>

5 Investment income

	Unrestricted funds General £	Total 2025 £	Total 2024 £
Interest receivable and similar income;			
Interest receivable on bank deposits	<u>8,991</u>	<u>8,991</u>	<u>6,661</u>

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2025

6 Net incoming/outgoing resources

Net incoming resources for the year include:

	2025 £	2024 £
Depreciation of fixed assets	430	2,774

7 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2025 £	Total 2024 £
Bank charges	1,307	-	1,307	1,187
Equipment, repairs & renewals	5,147	-	5,147	423
Hospitality & refreshments	47	11	58	11
Insurance	2,190	-	2,190	1,800
Telephone & IT	14,141	615	14,756	9,252
Marketing & promotions	1,954	-	1,954	1,014
Postage	1,699	-	1,699	1,197
Rent & premises maintenance	13,457	-	13,457	11,006
Printing & photocopying	115	38	153	1,942
Professional fees	4,427	-	4,427	2,365
Publications & subscriptions	261	-	261	493
Recruitment	319	59	378	94
Room hire & events	1,415	628	2,043	679
Salaries, NIC & pensions	176,275	119,797	296,072	272,400
Staff expenses	1,795	1,495	3,290	1,813
Staff training	520	-	520	-
Stationery & office supplies	590	947	1,537	1,592
Volunteer expenses	220	2,002	2,222	1,679
Management costs	(42,998)	42,998	-	-
Grants awarded	900	47,667	48,567	16,508
Depreciation	430	-	430	2,774
Bad debts	108	-	108	163
Sundry expenditure	5,577	-	5,577	-
Shopping expenses	-	-	-	7,471
	<u>189,896</u>	<u>216,257</u>	<u>406,153</u>	<u>335,863</u>

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2025

8 Trustees remuneration and expenses

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

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

9 Staff costs

The aggregate payroll costs were as follows:

	2025	2024
	£	£
Staff costs during the year were:		
Wages and salaries	271,184	252,696
Social security costs	12,352	8,974
Pension costs	12,536	10,730
	<u>296,072</u>	<u>272,400</u>

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

	2025	2024
	No	No
Average number of employees	<u>26</u>	<u>27</u>

12 (2024 - 12) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £12,536 (2024 - £10,730).

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

The total employee benefits of the key management personnel of the charity were £38,769 (2024 - £38,179).

10 Fees payable to independent examiner

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

	2025	2024
	£	£
Independent examination	1,005	965
	<u>1,005</u>	<u>965</u>

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2025

11 Tangible fixed assets

	General equipment £	IT equipment £	Total £
Cost			
At 1 April 2024	2,675	15,662	18,337
At 31 March 2025	2,675	15,662	18,337
Depreciation			
At 1 April 2024	2,675	14,802	17,477
Charge for the year	-	430	430
At 31 March 2025	2,675	15,232	17,907
Net book value			
At 31 March 2025	-	430	430
At 31 March 2024	-	860	860

12 Debtors

	2025 £	2024 £
Trade debtors	11,314	8,794
Prepayments	-	3,995
Accrued income	3,362	-
Other debtors	177	-
	<u>14,853</u>	<u>12,789</u>

13 Creditors: amounts falling due within one year

	2025 £	2024 £
Other taxation and social security	1,930	-
Other creditors	1,759	4,014
Accruals	2,145	-
Deferred income	-	7,000
	<u>5,834</u>	<u>11,014</u>

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2025

14 Commitments

Capital commitments

The premises lease for Cotgrave Hub started on 01 December 2023 and is for 6 years at £6,480 per annum. There is a 6 month break clause within the lease.

The total amount contracted for but not provided in the financial statements was £6,480 (2024 - £6,480).

15 Funds

	Balance at 1 April 2024 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2025 £
Unrestricted funds					
<i>General</i>					
General	370,605	174,085	(189,896)	15,904	370,698
Restricted funds					
Voluntary Transport scheme (VTS)	-	22,546	(22,546)	-	-
South Notts Befriending	2,464	22,178	(26,181)	1,539	-
Infrastructure Support	14,534	23,560	(20,651)	(17,443)	-
Health Inequality Events	11,762	-	(926)	-	10,836
Lottery Partnership	1,178	14,321	(13,524)	-	1,975
South Notts Community Development	12,721	-	-	-	12,721
ABL Community Development	(1,391)	40,741	(36,934)	-	2,416
PH Investing in Communities	-	46,502	(34,070)	-	12,432
Active Notts Warm Welcomes	-	7,000	(4,997)	-	2,003
Rushcliffe Postage Fund	-	50,000	-	-	50,000
Community Development (ICP)	-	84,006	(56,428)	-	27,578
Total restricted funds	<u>41,268</u>	<u>310,854</u>	<u>(216,257)</u>	<u>(15,904)</u>	<u>119,961</u>
Total funds	<u>411,873</u>	<u>484,939</u>	<u>(406,153)</u>	<u>-</u>	<u>490,659</u>

The transfer from the Infrastructure Support fund to the General fund reflects the release of any restrictions on the use of these funds.

The transfer from the General fund to the South Notts Befriending fund is to cover the deficit on this activity.

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2025

	Balance at 1 April 2023 £	Incoming resources £	Resources expended £	Balance at 31 March 2024 £
Unrestricted funds				
<i>General</i>				
General	328,779	202,714	(160,888)	370,605
Restricted				
Voluntary Transport scheme (VTS)	-	23,478	(23,478)	-
South Notts Befriending	16,806	44,525	(58,867)	2,464
Infrastructure Support	20,461	26,960	(32,887)	14,534
Health Inequality Events	-	12,000	(238)	11,762
Lottery Partnership	5,112	9,332	(13,266)	1,178
South Notts Community Development	1,543	39,250	(28,072)	12,721
ABL Community Development	-	6,268	(7,659)	(1,391)
PH Investing in Communities	-	10,508	(10,508)	-
Total restricted funds	<u>43,922</u>	<u>172,321</u>	<u>(174,975)</u>	<u>41,268</u>
Total funds	<u><u>372,701</u></u>	<u><u>375,035</u></u>	<u><u>(335,863)</u></u>	<u><u>411,873</u></u>

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2025

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

The Voluntary Transport Scheme provides a responsive, accessible and flexible service to enable people to live independently, participate in their community and to access social activities, health appointments, shopping, education and other services.

Health Inequalities project: South Notts Place Based Partnership, the objects of the fund is to facilitate community engagement activities linking with health inequalities, innovation and investment in four neighbourhoods with the highest inequalities.

South Notts Befriending: Funded through NHS Charities Trust supports those who are lonely and isolated. It is a personalised, holistic befriending service tailored to individual needs which includes face to face and telephone befriending, as well as supporting people to take part in local community activities.

The South Notts Community Development project: The project develops, supports and promotes voluntary and community action in Rushcliffe and Broxtowe, and supports Integrated Working in Cotgrave and Eastwood.

The Lottery Partnership: Funded through The National Lottery Community Fund is a project taking place in Mid and South Nottinghamshire. Working in partnership with Newark and Sherwood CVS the core principle of this project is to provide the best quality services to our communities and beneficiaries; we believe this will be achieved by working together to explore ways of sharing resources and developing services.

The Infrastructure support project: Provides infrastructure and volunteer brokerage support to the voluntary and community sector across Broxtowe and Rushcliffe.

ABL Community Development: The project works in communities across South Nottinghamshire, to enable and empower people and communities to lead healthier and happier lives and supports the transformation of services for local people. The funding is paid one month in arrears, so further funding was due and received in the 2024-25 financial year.

PH Investing in Communities project: Supports community development approaches in Gedling and Hucknall. In addition, it supports a small grants 'Growth Fund' for small grassroots community groups across the South Notts Place Based Partnership.

Active Notts Warm Welcomes: supports warm spaces to build capacity, develop and sustain warm welcomes se in the district borough of Broxtowe.

Rushcliffe Postage Fund: I think you mean Rushcliffe Postcode Lottery Fund: restricted to the borough of Rushcliffe for the development of new services or core services that meets community needs.

Community Development (ICP): (South Notts Community Development): the project develops, supports and promotes voluntary and community action in Rushcliffe and Broxtowe, and supports Integrated Working in Cotgrave and Eastwood.

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2025

16 Analysis of net assets between funds

	Unrestricted		2025
	General	Restricted	Total funds
	£	£	£
Tangible fixed assets	430	-	430
Current assets	376,102	119,961	496,063
Current liabilities	(5,834)	-	(5,834)
Total net assets	<u>370,698</u>	<u>119,961</u>	<u>490,659</u>
	Unrestricted		2024
	General	Restricted	Total funds
	£	£	£
Tangible fixed assets	860	-	860
Current assets	380,759	41,268	422,027
Current liabilities	(11,014)	-	(11,014)
Total net assets	<u>370,605</u>	<u>41,268</u>	<u>411,873</u>

17 Related party transactions

There were no related party transactions in the year.

18 Taxation

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

Accounts

Company registration number: 03867757

Charity registration number: 1079880

Rushcliffe Community and Voluntary Service

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2024

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

Rushcliffe Community and Voluntary Service

Contents

Reference and Administrative Details	1
Trustees' Report	2 to 5
Independent Examiner's Report	6
Statement of Financial Activities	7 to 8
Balance Sheet	9
Notes to the Financial Statements	10 to 19

Rushcliffe Community and Voluntary Service

Reference and Administrative Details

Trustees	Philip Gronow Jane Hawthorn John Gray Alexander Julian Beverley Wormald Gillian Stevenson Michael Rose
Secretary	Carolyn Perry
Senior Management Team	Chief Executive Officer, Carolyn Perry
Charity Registration Number	1079880
Company Registration Number	03867757
Registered Office	Cotgrave Hub Rivermead Cotgrave Nottingham NG12 3UQ
Independent Examiner	John O'Brien, employee of Community Accounting Plus Units 1 & 2 North West 41 Talbot Street Nottingham NG1 5GL

Rushcliffe Community and Voluntary Service

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2024.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	Philip Gronow
	Jane Hawthorn
	Richard McCallum (resigned 17 October 2023)
	John Gray
	Alexander Julian
	Beverley Wormald
	Gillian Stevenson
	Michael Rose (appointed 2 November 2023)

Secretary:	Carolyn Perry
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Structure, governance and management

Nature of governing document

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association adopted 28 October 1999 and most recently amended 22 October 2009. It has no share capital and the liability of each member in the event of winding-up is limited to £1.

Recruitment and appointment of trustees

The procedures to be observed are contained in the RCVS Memorandum and Articles of Association adopted on 22nd October 2009.

At each AGM one-third of trustees retire from office. The trustees retiring are decided according to length of service. The AGM elects trustees and honorary officers by vote through a show of hands or by proxy vote. Each member has one vote.

Trustees may be elected at the AGM:

- If recommended for re-election by the trustees;
- If nominated by a member of RCVS not less than 14 nor more than 35 clear days before the date of the meeting.

Trustees may appoint a person who is willing to act as a trustee but they must retire at the next AGM. The number of trustees will be not less than 6 and not more than 15.

Rushcliffe Community and Voluntary Service

Trustees' Report

Objectives and activities

Objects and aims

The objects of the company shall be to promote any charitable purpose for the benefit of the community principally, but not exclusively for the local government district of Rushcliffe and in particular, the advancement of education, the protection of health and the relief of poverty, distress and sickness: and in the furtherance of said purpose, but not otherwise to promote and organise co-operation in the achievement of same and to that end to bring together representatives of the voluntary organisations and statutory authorities within the area of benefit.

Rushcliffe Community and Voluntary Service provides advice, information and support to voluntary and community organisations across the Borough of Rushcliffe and delivers a range of health and social welfare services. We work closely with partner organisations across all sectors.

Achievements and performance, including public benefit

RCVS's activities benefit voluntary sector organisations, individuals and the interaction between the statutory sector and the voluntary and community sector in the South of Nottinghamshire.

The Board of Trustees have considered public benefit and concluded that:

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

As a local development and support organisation Rushcliffe Community & Voluntary Service (RCVS) provides services to local voluntary organisations, community groups, charities, faith groups, and others who wish to promote, support or engage in local voluntary action. These services enable organisations and individuals to deliver better services to members of the public who live or work in Rushcliffe and Broxtowe.

We achieve this by:

- Providing information and advice to voluntary and community groups on all issues relating to good practice in volunteer management, including recruitment, training and supporting volunteers, advise on policy when involving volunteers;
- Helping people find voluntary work to suit their interests and skills, acting as a broker between those that want to volunteer and organisations that need them;
- Providing support to voluntary organisations with funding advice, training, advice and information on legal structures and governance and most other issues relating to the community and voluntary sector;
- Supporting older people to access services and support through our older people's projects.

During the year RCVS has remained committed to delivering a wide range of high quality support services to local voluntary and community groups and organisations across Broxtowe and Rushcliffe, adapting our approach to meet the changing needs of the diverse communities we serve.

We continued to provide a much needed and valued services to meet the needs of older and vulnerable people through our Community Transport, Befriending, Handy Housekeeper services, and continued to provide shopping and prescription collection to those that needed it.

Rushcliffe Community and Voluntary Service

Trustees' Report

During the year, an increase in uptake of our independent living services was evident, with demand for our services continuing to grow. Over the year, our transport scheme supported 422 passengers to get out and about to shops, social and recreational activities, and primary care appointments, with support from 115 volunteers.

The Befriending service benefited 186 people in the community, with 95 volunteers supporting the service.

Our Volunteer Centre saw a slight increase in activity during the year:

We had contact with 448 potential volunteers, all of whom were offered appropriate opportunities to suit their skills and interests. 186 are known to be placed. We have undertaken direct work with 19 volunteer involving organisations to help them implement good practice, and assisted with the development of 86 new volunteering opportunities.

RCVS is active on social media posting articles on Facebook, Twitter and LinkedIn. We currently have 1,400 followers on Twitter and 700 followers on Facebook with numbers and our reach growing daily. Social media is an important channel to ensure that our information reaches the people who need it or who could benefit from it.

For more information, see our Annual Impact Report.

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

Financial review

We ended the year with a surplus of about £39,000 which was better than anticipated.

Policy on reserves

The Trustees have agreed that adequate reserves should be maintained to cover potential closure (redundancy) costs, project contingencies, general variations in income generation and cash flow; this amounts to £130,000. The remaining unrestricted reserves will be used to extend the charity's reach, expand existing services and develop new services to meet community needs. Total unrestricted free reserves are about £370,000.

Major risks and management of those risks

Financial risks

Our balance sheet is strong and we have significant unrestricted reserves. A modest surplus is expected in the current financial year. In the short term it is more important to build capacity to grow charitable benefit.

Rushcliffe Community and Voluntary Service

Trustees' Report

Statement of Responsibilities

The trustees (who are also the directors of Rushcliffe Community and Voluntary Service for the purposes 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), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland". The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including its income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards, comprising FRS 102 have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Small companies provision statement

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

The annual report was approved by the trustees of the charity on 24 October 2024 and signed on its behalf by:

.....
John Gray
Trustee

Rushcliffe Community and Voluntary Service

Independent Examiner's Report to the trustees of Rushcliffe Community and Voluntary Service ('the Company')

Independent examiner's report to the trustees of Rushcliffe Community and Voluntary Service ('the Company')

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2024.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member and Fellow of the Association of Charity Independent Examiners, which is one of the listed bodies.

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

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

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

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

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

Date:.....

Rushcliffe Community and Voluntary Service

Statement of Financial Activities for the Year Ended 31 March 2024 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted £	Restricted £	Total 2024 £	Total 2023 £
Income and Endowments from:					
Donations and legacies	2	89,425	-	89,425	120,876
Charitable activities	3	106,628	172,321	278,949	253,552
Investment income	5	6,661	-	6,661	2,865
Total Income		<u>202,714</u>	<u>172,321</u>	<u>375,035</u>	<u>377,293</u>
Expenditure on:					
Charitable activities	7	<u>(160,888)</u>	<u>(174,975)</u>	<u>(335,863)</u>	<u>(276,708)</u>
Total Expenditure		<u>(160,888)</u>	<u>(174,975)</u>	<u>(335,863)</u>	<u>(276,708)</u>
Net income/(expenditure)		<u>41,826</u>	<u>(2,654)</u>	<u>39,172</u>	<u>100,585</u>
Net movement in funds		41,826	(2,654)	39,172	100,585
Reconciliation of funds					
Total funds brought forward		<u>328,779</u>	<u>43,922</u>	<u>372,701</u>	<u>272,116</u>
Total funds carried forward	16	<u><u>370,605</u></u>	<u><u>41,268</u></u>	<u><u>411,873</u></u>	<u><u>372,701</u></u>

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

The funds breakdown for the period is shown in note 16.

The notes on pages 10 to 19 form an integral part of these financial statements.

Rushcliffe Community and Voluntary Service

Statement of Financial Activities for the Year Ended 31 March 2024 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

These are the figures for the **previous accounting period** and are included for comparative purposes

	Note	Unrestricted £	Restricted £	Total 2023 £
Income and Endowments from:				
Donations and legacies	2	120,876	-	120,876
Charitable activities	3	81,415	172,137	253,552
Investment income	5	2,865	-	2,865
Total Income		<u>205,156</u>	<u>172,137</u>	<u>377,293</u>
Expenditure on:				
Charitable activities	7	<u>(144,830)</u>	<u>(131,878)</u>	<u>(276,708)</u>
Total Expenditure		<u>(144,830)</u>	<u>(131,878)</u>	<u>(276,708)</u>
Net income		<u>60,326</u>	<u>40,259</u>	<u>100,585</u>
Net movement in funds		60,326	40,259	100,585
Reconciliation of funds				
Total funds brought forward		<u>268,453</u>	<u>3,663</u>	<u>272,116</u>
Total funds carried forward	16	<u><u>328,779</u></u>	<u><u>43,922</u></u>	<u><u>372,701</u></u>

The notes on pages 10 to 19 form an integral part of these financial statements.

Rushcliffe Community and Voluntary Service

(Registration number: 03867757)
Balance Sheet as at 31 March 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	12	860	2,344
Current assets			
Debtors	13	12,789	16,722
Cash at bank and in hand		<u>409,238</u>	<u>381,672</u>
		422,027	398,394
Creditors: Amounts falling due within one year	14	<u>(11,014)</u>	<u>(28,037)</u>
Net current assets		<u>411,013</u>	<u>370,357</u>
Net assets		<u>411,873</u>	<u>372,701</u>
Funds of the charity:			
Restricted income funds			
Restricted funds		41,268	43,922
Unrestricted income funds			
Unrestricted funds		<u>370,605</u>	<u>328,779</u>
Total funds	16	<u>411,873</u>	<u>372,701</u>

For the financial year ending 31 March 2024 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The financial statements on pages 7 to 19 were approved by the trustees, and authorised for issue on 24 October 2024 and signed on their behalf by:

.....
John Gray
Trustee

The notes on pages 10 to 19 form an integral part of these financial statements.

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2024

1 Accounting policies

Summary of significant accounting policies and key accounting estimates

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

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

Rushcliffe Community and Voluntary Service meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

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

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

Exemption from preparing a cash flow statement

Under the exemption available to smaller charities the Board of Trustees has chosen not to include a Statement of Cash Flows within the financial statements.

Income and endowments

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

Donations and legacies

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

Grants receivable

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

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2024

Deferred income

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

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

Expenditure

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

Charitable activities

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

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £500.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

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

Asset class	Depreciation method and rate
General equipment	25.0% straight line
IT equipment	33.3% straight line

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2024

Cash and cash equivalents

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

Fund structure

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

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

Pensions and other post retirement obligations

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

2 Income from donations and legacies

	Unrestricted funds General £	Total 2024 £	Total 2023 £
Donations and legacies;			
Donations from individuals	44	44	256
Gift aid reclaimed	130	130	-
Grants, including capital grants;			
Government grants	27,000	27,000	22,000
Grants from companies	62,251	62,251	98,620
	<u>89,425</u>	<u>89,425</u>	<u>120,876</u>

3 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2024 £	Total 2023 £
Grants	-	172,321	172,321	172,137
Sales & fees	98,797	-	98,797	73,495
Sundry receipts	-	-	-	723
Shopping reimbursements	7,809	-	7,809	7,197
Fundraising	22	-	22	-
	<u>106,628</u>	<u>172,321</u>	<u>278,949</u>	<u>253,552</u>

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2024

4 Grants & donations

	General funds £	Restricted funds £	Total £
Notts County Council	-	30,257	30,257
Ashfield Voluntary Action	23,452	-	23,452
NHS Charities	-	44,526	44,526
Prison Advice and Care Trust	15,699	-	15,699
Rushcliffe Borough Council	15,000	-	15,000
Mansfield CVS	12,000	23,560	35,560
Nottingham CVS	23,000	-	23,000
Gedling Borough Council	-	21,750	21,750
NHS Nottm & Notts ICB	-	29,500	29,500
The National Lottery Community Fund	-	9,332	9,332
Co-operative Community Fund	-	1,721	1,721
ABL Health	-	6,268	6,268
Rural Communities Action Notts (RCAN)	-	3,400	3,400
Gift Aid	130	-	130
Sundry grants & donations	144	2,007	2,151
	<u>89,425</u>	<u>172,321</u>	<u>261,746</u>

5 Investment income

	Unrestricted funds General £	Total 2024 £	Total 2023 £
Interest receivable and similar income;			
Interest receivable on bank deposits	6,661	6,661	2,865
	<u>6,661</u>	<u>6,661</u>	<u>2,865</u>

6 Net incoming/outgoing resources

Net incoming resources for the year include:

	2024 £	2023 £
Depreciation of fixed assets	<u>2,774</u>	<u>2,556</u>

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2024

7 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2024 £	Total 2023 £
Equipment, repairs & renewals	201	222	423	118
Insurance	1,800	-	1,800	1,620
Marketing & promotions	933	81	1,014	1,710
Postage	1,197	-	1,197	1,442
Printing & photocopying	996	946	1,942	63
Professional fees	2,365	-	2,365	3,397
Publications & subscriptions	329	164	493	384
Recruitment	94	-	94	542
Rent & premises maintenance	11,006	-	11,006	9,663
Room hire & events	334	345	679	375
Salaries, NIC & pensions	157,003	115,397	272,400	228,815
Staff expenses	1,463	350	1,813	527
Staff training	-	-	-	1,124
Stationery & office supplies	1,527	65	1,592	1,624
Telephone & IT	7,685	1,567	9,252	12,944
Volunteer expenses	334	1,345	1,679	1,240
Management & office costs	(37,962)	37,962	-	-
Depreciation	2,774	-	2,774	2,556
Sundry expenditure	-	-	-	20
Bank charges	1,187	-	1,187	951
Bad debts	163	-	163	184
Shopping expenses	7,451	20	7,471	7,409
Hospitality & refreshments	8	3	11	-
Grants awarded	-	16,508	16,508	-
	160,888	174,975	335,863	276,708

8 Trustees remuneration and expenses

During the period, two Trustees were volunteer drivers who, in common with all volunteer drivers, receive mileage expenses at 45p per mile.

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

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

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2024

9 Staff costs

The aggregate payroll costs were as follows:

	2024	2023
	£	£
Staff costs during the year were:		
Wages and salaries	252,696	215,019
Social security costs	8,974	5,559
Pension costs	10,730	8,237
	<u>272,400</u>	<u>228,815</u>

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

	2024	2023
	No	No
Average number of employees	<u>27</u>	<u>24</u>

12 (2023 - 10) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £10,730 (2023 - £8,237).

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

The total employee benefits of the key management personnel of the charity were £38,179 (2023 - £31,580).

10 Fees payable to independent examiner

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

	2024	2023
	£	£
Independent examination	965	875
	<u>965</u>	<u>875</u>

11 Charity status

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

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2024

12 Tangible fixed assets

	General equipment £	IT equipment £	Total £
Cost			
At 1 April 2023	2,675	14,372	17,047
Additions	-	1,290	1,290
	<u>2,675</u>	<u>15,662</u>	<u>18,337</u>
At 31 March 2024	<u>2,675</u>	<u>15,662</u>	<u>18,337</u>
Depreciation			
At 1 April 2023	2,675	12,028	14,703
Charge for the year	-	2,774	2,774
	<u>2,675</u>	<u>14,802</u>	<u>17,477</u>
At 31 March 2024	<u>2,675</u>	<u>14,802</u>	<u>17,477</u>
Net book value			
At 31 March 2024	<u>-</u>	<u>860</u>	<u>860</u>
At 31 March 2023	<u>-</u>	<u>2,344</u>	<u>2,344</u>

13 Debtors

	2024 £	2023 £
Trade debtors	8,794	13,191
Prepayments	3,995	3,531
	<u>12,789</u>	<u>16,722</u>

14 Creditors: amounts falling due within one year

	2024 £	2023 £
Other creditors	4,014	5,037
Deferred income	7,000	23,000
	<u>11,014</u>	<u>28,037</u>

15 Commitments

Capital commitments

The premises lease for Cotgrave Hub started on 30th November 2018 and is for 5 years at £6,000 per annum. There is a 3 month break clause within the lease. The renewal of the lease from November 2023 onwards is currently under negotiation with Rushcliffe Borough Council.

The total amount contracted for but not provided in the financial statements was £Nil (2023 - £Nil).

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2024

16 Funds

	Balance at 1 April 2023 £	Incoming resources £	Resources expended £	Balance at 31 March 2024 £
Unrestricted funds				
<i>General</i>				
General	328,779	202,714	(160,888)	370,605
Restricted funds				
Voluntary Transport scheme (VTS)	-	23,478	(23,478)	-
Health Inequality Events	-	12,000	(238)	11,762
South Notts Befriending	16,806	44,525	(58,867)	2,464
South Notts Community Development	1,543	39,250	(28,072)	12,721
Lottery Partnership	5,112	9,332	(13,266)	1,178
Infrastructure Support	20,461	26,960	(32,887)	14,534
ABL Community Development	-	6,268	(7,659)	(1,391)
PH Investing in Communities	-	10,508	(10,508)	-
Total restricted funds	<u>43,922</u>	<u>172,321</u>	<u>(174,975)</u>	<u>41,268</u>
Total funds	<u>372,701</u>	<u>375,035</u>	<u>(335,863)</u>	<u>411,873</u>
	Balance at 1 April 2022 £	Incoming resources £	Resources expended £	Balance at 31 March 2023 £
Unrestricted funds				
<i>General</i>				
General	268,453	205,156	(144,830)	328,779
Restricted				
Voluntary Transport scheme (VTS)	671	38,577	(39,248)	-
One step at a time	1,623	14,623	(16,246)	-
South Notts Befriending	1,369	59,490	(44,053)	16,806
South Notts Community Development	-	17,750	(16,207)	1,543
Lottery Partnership	-	15,627	(10,515)	5,112
Infrastructure Support	-	26,070	(5,609)	20,461
Total restricted funds	<u>3,663</u>	<u>172,137</u>	<u>(131,878)</u>	<u>43,922</u>
Total funds	<u>272,116</u>	<u>377,293</u>	<u>(276,708)</u>	<u>372,701</u>

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2024

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

The Voluntary Transport Scheme provides a responsive, accessible and flexible service to enable people to live independently, participate in their community and to access social activities, health appointments, shopping, education and other services.

Health Inequalities project: South Notts Place Based Partnership, the objects of the fund is to facilitate community engagement activities linking with health inequalities, innovation and investment in four neighbourhoods with the highest inequalities.

South Notts Befriending: Funded through NHS Charities Trust supports those who are lonely and isolated. It is a personalised, holistic befriending service tailored to individual needs which includes face to face and telephone befriending, as well as supporting people to take part in local community activities.

The South Notts Community Development project: The project develops, supports and promotes voluntary and community action in Rushcliffe and Broxtowe, and supports Integrated Working in Cotgrave and Eastwood.

The Lottery Partnership: Funded through The National Lottery Community Fund is a project taking place in Mid and South Nottinghamshire. Working in partnership with Newark and Sherwood CVS the core principle of this project is to provide the best quality services to our communities and beneficiaries; we believe this will be achieved by working together to explore ways of sharing resources and developing services.

The Infrastructure support project: Provides infrastructure and volunteer brokerage support to the voluntary and community sector across Broxtowe and Rushcliffe.

ABL Community Development: The project works in communities across South Nottinghamshire, to enable and empower people and communities to lead healthier and happier lives and supports the transformation of services for local people. The funding is paid one month in arrears, so further funding was due and received in the 2024-25 financial year.

PH Investing in Communities project: Supports community development approaches in Gedling and Hucknall. In addition, it supports a small grants 'Growth Fund' for small grassroots community groups across the South Notts Place Based Partnership.

Last year there was also the One Step at a Time: Funded by NHS Charities Trust, this project focuses on the initial first step of getting people back out of their houses in a way that keeps them safe and ensures that they also feel confident to leave the house after months of staying home. This is identified as a need to help address a lack of physical activity and the negative impacts of social isolation and loneliness.

17 Analysis of net assets between funds

	Unrestricted		2024
	General	Restricted	Total funds
	£	£	£
Tangible fixed assets	860	-	860
Current assets	380,759	41,268	422,027
Current liabilities	(11,014)	-	(11,014)
Total net assets	<u>370,605</u>	<u>41,268</u>	<u>411,873</u>

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2024

	Unrestricted		2023
	General	Restricted	Total funds
	£	£	£
Tangible fixed assets	2,344	-	2,344
Current assets	354,472	43,922	398,394
Current liabilities	(28,037)	-	(28,037)
Total net assets	<u>328,779</u>	<u>43,922</u>	<u>372,701</u>

18 Related party transactions

There were no related party transactions in the year.

19 Taxation

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

Accounts

Company registration number: 03867757

Charity registration number: 1079880

Rushcliffe Community and Voluntary Service

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2023

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

Rushcliffe Community and Voluntary Service

Contents

Reference and Administrative Details	i
Trustees' Report	2 to 5
Independent Examiner's Report	6
Statement of Financial Activities	7 to 8
Balance Sheet	9
Notes to the Financial Statements	10 to 19

Rushcliffe Community and Voluntary Service

Reference and Administrative Details

Trustees	Philip Gronow
	Jane Hawthorn
	Richard McCallum
	John Gray
	Alexander Julian
	Beverley Wormald
	Gillian Stevenson
Secretary	Carolyn Perry
Senior Management Team	Chief Executive Officer, Carolyn Perry
Charity Registration Number	1079880
Company Registration Number	03867757
Registered Office	Cotgrave Hub Rivermead Cotgrave Nottingham NG12 3UQ
Independent Examiner	John O'Brien, employee of Community Accounting Plus Units 1 & 2 North West 41 Talbot Street Nottingham NG1 5GL

Rushcliffe Community and Voluntary Service

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2023.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	Garry Bryant (resigned 15 March 2023)
	Philip Gronow
	Jane Hawthorn
	Richard McCallum (resigned 17 October 2023)
	John Gray
	Alexander Julian
	Kay England (resigned 15 March 2023)
	Beverley Wormald
	Gillian Stevenson

Secretary:	Carolyn Perry
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Structure, governance and management

Nature of governing document

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association adopted 28 October 1999 and most recently amended 22 October 2009. It has no share capital and the liability of each member in the event of winding-up is limited to £1.

Recruitment and appointment of trustees

The procedures to be observed are contained in the RCVS Memorandum and Articles of Association adopted on 22nd October 2009.

At each AGM one-third of trustees retire from office. The trustees retiring are decided according to length of service. The AGM elects trustees and honorary officers by vote through a show of hands or by proxy vote. Each member has one vote.

Trustees may be elected at the AGM:

- If recommended for re-election by the trustees;
- If nominated by a member of RCVS not less than 14 nor more than 35 clear days before the date of the meeting.

Trustees may appoint a person who is willing to act as a trustee but they must retire at the next AGM. The number of trustees will be not less than 6 and not more than 15.

Rushcliffe Community and Voluntary Service

Trustees' Report

Objectives and activities

Objects and aims

The objects of the company shall be to promote any charitable purpose for the benefit of the community principally, but not exclusively for the local government district of Rushcliffe and in particular, the advancement of education, the protection of health and the relief of poverty, distress and sickness: and in the furtherance of said purpose, but not otherwise to promote and organise co-operation in the achievement of same and to that end to bring together representatives of the voluntary organisations and statutory authorities within the area of benefit.

Rushcliffe Community and Voluntary Service provides advice, information and support to voluntary and community organisations across the Borough of Rushcliffe and delivers a range of health and social welfare services. We work closely with partner organisations across all sectors.

Achievements and performance, including public benefit

RCVS's activities benefit voluntary sector organisations, individuals and the interaction between the statutory sector and the voluntary and community sector in the South of Nottinghamshire.

The Board of Trustees have considered public benefit and concluded that:

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

As a local development and support organisation Rushcliffe Community & Voluntary Service (RCVS) provides services to local voluntary organisations, community groups, charities, faith groups, and others who wish to promote, support or engage in local voluntary action. These services enable organisations and individuals to deliver better services to members of the public who live or work in Rushcliffe and Broxtowe.

We achieve this by:

- Providing information and advice to voluntary and community groups on all issues relating to good practice in volunteer management, including recruitment, training and supporting volunteers, advise on policy when involving volunteers;
- Helping people find voluntary work to suit their interests and skills, acting as a broker between those that want to volunteer and organisations that need them;
- Providing support to voluntary organisations with funding advice, training, advice and information on legal structures and governance and most other issues relating to the community and voluntary sector;
- Supporting older people to access services and support through our older people's projects.

During the year RCVS has remained committed to delivering a wide range of high quality support services to local voluntary and community groups and organisations across Broxtowe and Rushcliffe, adapting our approach to meet the changing needs of the diverse communities we serve.

We continued to provide a much needed and valued services to meet the needs of older and vulnerable people through our Community Transport, Befriending, Handy Housekeeper services, and continued to provide shopping and prescription collection to those that needed it.

Rushcliffe Community and Voluntary Service

Trustees' Report

During the year, an increase in uptake of our independent living services was evident, with demand for our services continuing to grow - over a 200% increase in new members (347) and increase in activity/interventions by over 85% (15,459)

"I'm able to get out so much with people I trust and get to know, thank you so much" Passenger who is blind and currently without a guide dog.

"the service is like therapy, you're so patient on the phone, real kind people not robots. I've formed a real bond with your drivers"- Mr P recently had to give his car up.

The Befriending service benefited 100 patients and 70 people in the community, with 178 volunteers supporting the service.

We were delighted to secure further funding for the project until June 2024.

Our Volunteer Centre saw a slight decrease in activity during the latter part of the year, to pre-pandemic activity:

We had contact with 430 potential volunteers, all of whom were offered appropriate opportunities to suit their skills and interests. 219 are known to be placed. We have undertaken direct work with 23 volunteer involving organisations to help them implement good practice, and assisted with the development of 84 new volunteering opportunities.

RCVS is active on social media posting articles on Facebook, Twitter and LinkedIn. We currently have 1381 followers on Twitter and 640 followers on Facebook with numbers and our reach growing daily. Social media is an important channel to ensure that our information reaches the people who need it or who could benefit from it.

For more information see our Annual Report.

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

Financial review

We ended the year with a surplus of £100,585 which was better than anticipated.

Policy on reserves

The Trustees have agreed that adequate reserves should be maintained to cover potential closure (redundancy) costs, project contingencies, general variations in income generation and cash flow; this amounts to £108,000. The remaining unrestricted reserves will be used to extend the charity's reach, expand existing services and develop new services to meet community needs. Total unrestricted free reserves are about £326,000.

Major risks and management of those risks

Financial risks

Our balance sheet is strong and we have significant unrestricted reserves. A modest surplus is expected in the current financial year. In the short term it is more important to build capacity to grow charitable benefit.

Rushcliffe Community and Voluntary Service

Trustees' Report

Statement of Responsibilities

The trustees (who are also the directors of Rushcliffe Community and Voluntary Service for the purposes 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), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland". The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including its income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards, comprising FRS 102 have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

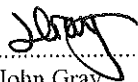
The trustees are responsible for keeping proper accounting records that can disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Small companies provision statement

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

The annual report was approved by the trustees of the charity on 10 November 2023 and signed on its behalf by:



John Gray
Trustee

Rushcliffe Community and Voluntary Service

Independent Examiner's Report to the trustees of Rushcliffe Community and Voluntary Service ('the Company')

Independent examiner's report to the trustees of Rushcliffe Community and Voluntary Service ('the Company')

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2023.

Responsibilities and basis of report

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

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

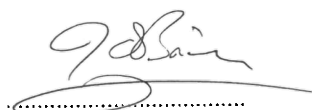
Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member and Fellow of the Association of Charity Independent Examiners, which is one of the listed bodies.

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

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

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



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

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

Date: 04/12/2023

Rushcliffe Community and Voluntary Service

Statement of Financial Activities for the Year Ended 31 March 2023 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted £	Restricted £	Total 2023 £	Total 2022 £
Income and Endowments from:					
Donations and legacies	2	120,876	-	120,876	102,539
Charitable activities	3	81,415	172,137	253,552	146,962
Investment income	5	<u>2,865</u>	<u>-</u>	<u>2,865</u>	<u>2,028</u>
Total Income		<u>205,156</u>	<u>172,137</u>	<u>377,293</u>	<u>251,529</u>
Expenditure on:					
Charitable activities	7	<u>(144,830)</u>	<u>(131,878)</u>	<u>(276,708)</u>	<u>(218,343)</u>
Total Expenditure		<u>(144,830)</u>	<u>(131,878)</u>	<u>(276,708)</u>	<u>(218,343)</u>
Net income		<u>60,326</u>	<u>40,259</u>	<u>100,585</u>	<u>33,186</u>
Net movement in funds		60,326	40,259	100,585	33,186
Reconciliation of funds					
Total funds brought forward		<u>268,453</u>	<u>3,663</u>	<u>272,116</u>	<u>238,930</u>
Total funds carried forward	16	<u><u>328,779</u></u>	<u><u>43,922</u></u>	<u><u>372,701</u></u>	<u><u>272,116</u></u>

All of the charity's activities derive from continuing operations during the above two periods.
The funds breakdown for the period is shown in note 16.

The notes on pages 10 to 19 form an integral part of these financial statements.

Rushcliffe Community and Voluntary Service

Statement of Financial Activities for the Year Ended 31 March 2023 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

These are the figures for the **previous accounting period** and are included for comparative purposes

	Note	Unrestricted £	Restricted £	Total 2022 £
Income and Endowments from:				
Donations and legacies	2	102,539	-	102,539
Charitable activities	3	58,696	88,266	146,962
Investment income	5	2,028	-	2,028
Total Income		<u>163,263</u>	<u>88,266</u>	<u>251,529</u>
Expenditure on:				
Charitable activities	7	<u>(126,170)</u>	<u>(92,173)</u>	<u>(218,343)</u>
Total Expenditure		<u>(126,170)</u>	<u>(92,173)</u>	<u>(218,343)</u>
Net income/(expenditure)		37,093	(3,907)	33,186
Transfers between funds		<u>1,333</u>	<u>(1,333)</u>	<u>-</u>
Net movement in funds		38,426	(5,240)	33,186
Reconciliation of funds				
Total funds brought forward		<u>230,027</u>	<u>8,903</u>	<u>238,930</u>
Total funds carried forward	16	<u><u>268,453</u></u>	<u><u>3,663</u></u>	<u><u>272,116</u></u>

The notes on pages 10 to 19 form an integral part of these financial statements.

Rushcliffe Community and Voluntary Service

(Registration number: 03867757)
Balance Sheet as at 31 March 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	12	2,344	4,900
Current assets			
Debtors	13	16,722	10,158
Cash at bank and in hand		<u>381,672</u>	<u>334,109</u>
		398,394	344,267
Creditors: Amounts falling due within one year	14	<u>(28,037)</u>	<u>(77,051)</u>
Net current assets		<u>370,357</u>	<u>267,216</u>
Net assets		<u>372,701</u>	<u>272,116</u>
Funds of the charity:			
Restricted income funds			
Restricted funds		43,922	3,663
Unrestricted income funds			
Unrestricted funds		<u>328,779</u>	<u>268,453</u>
Total funds	16	<u>372,701</u>	<u>272,116</u>

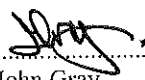
For the financial year ending 31 March 2023 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The financial statements on pages 7 to 19 were approved by the trustees, and authorised for issue on 10 November 2023 and signed on their behalf by:


.....
John Gray
Trustee

The notes on pages 10 to 19 form an integral part of these financial statements.

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2023

1 Accounting policies

Summary of significant accounting policies and key accounting estimates

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

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

Rushcliffe Community and Voluntary Service meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

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

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

Exemption from preparing a cash flow statement

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

Income and endowments

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

Donations and legacies

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

Grants receivable

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

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2023

Deferred income

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

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

Expenditure

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

Charitable activities

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

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £500.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

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

Asset class	Depreciation method and rate
General equipment	25.0% straight line
IT equipment	33.3% straight line

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2023

Cash and cash equivalents

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

Fund structure

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

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

Pensions and other post retirement obligations

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

2 Income from donations and legacies

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Donations and legacies;			
Donations from individuals	256	256	1,444
Gift aid reclaimed	-	-	151
Grants, including capital grants;			
Government grants	22,000	22,000	39,435
Grants from companies	98,620	98,620	61,509
	<u>120,876</u>	<u>120,876</u>	<u>102,539</u>

3 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2023 £	Total 2022 £
Grants	-	172,137	172,137	85,954
Sales & fees	73,495	-	73,495	48,357
Sundry receipts	723	-	723	8
Shopping reimbursements	7,197	-	7,197	12,643
	<u>81,415</u>	<u>172,137</u>	<u>253,552</u>	<u>146,962</u>

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2023

4 Grants & donations

	General funds £	Restricted funds £	Total £
Notts County Council	-	24,405	24,405
Ashfield Voluntary Action	25,800	-	25,800
NHS Charities	-	74,113	74,113
Prison Advice and Care Trust	36,514	-	36,514
Rushcliffe Borough Council	15,000	2,500	17,500
Broxtowe Borough Council	7,000	-	7,000
Mansfield CVS	12,000	23,570	35,570
Nottingham CVS	23,000	-	23,000
Gedling Borough Council	-	17,750	17,750
The National Lottery (via Newark & Sherwood CVS)	-	15,627	15,627
Community Champions	1,306	-	1,306
Co-operative Community Fund	-	2,490	2,490
Sundry grants & donations	256	11,682	11,938
	<u>120,876</u>	<u>172,137</u>	<u>293,013</u>

5 Investment income

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Interest receivable and similar income;			
Interest receivable on bank deposits	<u>2,865</u>	<u>2,865</u>	<u>2,028</u>

6 Net incoming/outgoing resources

Net incoming resources for the year include:

	2023 £	2022 £
Depreciation of fixed assets	<u>2,556</u>	<u>4,330</u>

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2023

7 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2023 £	Total 2022 £
Equipment, repairs & renewals	118	-	118	3,827
Insurance	1,620	-	1,620	2,034
Marketing & promotions	1,290	420	1,710	890
Postage	1,437	5	1,442	1,013
Printing & photocopying	61	2	63	714
Professional fees	2,080	1,317	3,397	4,431
Publications & subscriptions	274	110	384	176
Recruitment	542	-	542	377
Rent & premises maintenance	9,663	-	9,663	8,833
Room hire & events	343	32	375	86
Salaries, NIC & pensions	140,150	88,665	228,815	166,996
Staff expenses	297	230	527	214
Staff training	438	686	1,124	85
Stationery & office supplies	1,624	-	1,624	1,468
Tea bar supplies	-	-	-	12
Telephone & IT	12,119	825	12,944	9,497
Volunteer expenses	647	593	1,240	313
Management & office costs	(38,967)	38,967	-	-
Depreciation	2,556	-	2,556	4,330
Sundry expenditure	6	14	20	-
Bank charges	939	12	951	852
Bad debts	184	-	184	-
Shopping expenses	7,409	-	7,409	12,195
	<u>144,830</u>	<u>131,878</u>	<u>276,708</u>	<u>218,343</u>

8 Trustees remuneration and expenses

During the period, two Trustees were volunteer drivers who, in common with all volunteer drivers, receive mileage expenses at 45p per mile.

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

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

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2023

9 Staff costs

The aggregate payroll costs were as follows:

	2023 £	2022 £
Staff costs during the year were:		
Wages and salaries	215,019	158,550
Social security costs	5,559	3,142
Pension costs	8,237	5,304
	<u>228,815</u>	<u>166,996</u>

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

	2023 No	2022 No
Average number of employees	<u>24</u>	<u>17</u>

10 (2022 - 6) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £8,237 (2022 - £5,304).

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

The total employee benefits of the key management personnel of the charity were £31,580 (2022 - £29,631).

10 Fees payable to independent examiner

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

	2023 £	2022 £
Independent examination	875	830
	<u>875</u>	<u>830</u>

11 Charity status

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

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2023

12 Tangible fixed assets

	General equipment £	IT equipment £	Total £
Cost			
At 1 April 2022	2,675	14,372	17,047
At 31 March 2023	2,675	14,372	17,047
Depreciation			
At 1 April 2022	2,675	9,472	12,147
Charge for the year	-	2,556	2,556
At 31 March 2023	2,675	12,028	14,703
Net book value			
At 31 March 2023	-	2,344	2,344
At 31 March 2022	-	4,900	4,900

13 Debtors

	2023 £	2022 £
Trade debtors	13,191	7,593
Prepayments	3,531	2,565
	<u>16,722</u>	<u>10,158</u>

14 Creditors: amounts falling due within one year

	2023 £	2022 £
Other creditors	5,037	50,035
Deferred income	23,000	27,016
	<u>28,037</u>	<u>77,051</u>

15 Commitments

Capital commitments

The premises lease for Cotgrave Hub started on 30th November 2018 and is for 5 years at £6,000 per annum. There is a 3 month break clause within the lease. The renewal of the lease from November 2023 onwards is currently under negotiation with Rushcliffe Borough Council.

The total amount contracted for but not provided in the financial statements was £Nil (2022 - £Nil).

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2023

16 Funds

	Balance at 1 April 2022 £	Incoming resources £	Resources expended £	Balance at 31 March 2023 £
Unrestricted funds				
<i>General</i>				
General	268,453	205,156	(144,830)	328,779
Restricted funds				
Voluntary Transport scheme (VTS)	671	38,577	(39,248)	-
One step at a time	1,623	14,623	(16,246)	-
South Notts Befriending	1,369	59,490	(44,053)	16,806
Lottery Partnership	-	15,627	(10,515)	5,112
Infrastructure Support	-	26,070	(5,609)	20,461
South Notts Community Development	-	17,750	(16,207)	1,543
Total restricted funds	3,663	172,137	(131,878)	43,922
Total funds	272,116	377,293	(276,708)	372,701

	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2022 £
Unrestricted funds					
<i>General</i>					
General	230,027	163,263	(126,170)	1,333	268,453
Restricted					
Voluntary Transport scheme (VTS)	10,305	40,216	(48,517)	(1,333)	671
Access to Volunteering	(1,402)	10,500	(9,098)	-	-
One step at a time	-	11,964	(10,341)	-	1,623
South Notts Befriending	-	25,586	(24,217)	-	1,369
Total restricted funds	8,903	88,266	(92,173)	(1,333)	3,663
Total funds	238,930	251,529	(218,343)	-	272,116

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2023

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

The Voluntary Transport Scheme provides a responsive, accessible and flexible service to enable people to live independently, participate in their community and to access social activities, health appointments, shopping, education and other services.

The Lottery Partnership (with Newark and Sherwood CVS): this project aims to build, strengthen and develop the partnership between Newark and Sherwood CVS and Rushcliffe CVS. The core principal to provide the best quality services to the sector in the South of the County and Newark and Sherwood, by developing sustainable infrastructure support, particularly where little or none exists.

The Infrastructure support project: This was funded by Mansfield CVS and Rushcliffe Borough Council and was to provide infrastructure and volunteer brokerage support to the voluntary and community sector across Broxtowe and Rushcliffe.

The South Notts Community Development project: This was funded by Gedling Borough Council and was to provide community development support to voluntary and community groups in Broxtowe and Rushcliffe, enabling the successful implantation of social prescribing in local communities: a community-centred approach to health and wellbeing by developing a strong and resilient network of the VCS, and where people experience improved health & wellbeing.

South Notts Befriending: Funded through NHS Charities Trust supports those who are lonely and isolated. It is a personalised, holistic befriending service tailored to individual needs which includes face to face and telephone befriending, as well as supporting people to take part in local community activities.

One Step at a Time: Funded by NHS Charities Trust, this project focuses on the initial first step of getting people back out of their houses in a way that keeps them safe and ensures that they also feel confident to leave the house after months of staying home. This is identified as a need to help address a lack of physical activity and the negative impacts of social isolation and loneliness.

Last year there was also the Access to Volunteering project: Connected Communities, supports volunteers with learning disabilities and autism to access suitable volunteer opportunities.

17 Analysis of net assets between funds

	Unrestricted		2023
	General	Restricted	Total funds
	£	£	£
Tangible fixed assets	2,344	-	2,344
Current assets	354,472	43,922	398,394
Current liabilities	(28,037)	-	(28,037)
Total net assets	<u>328,779</u>	<u>43,922</u>	<u>372,701</u>

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2023

	Unrestricted		2022
	General	Restricted	Total funds
	£	£	£
Tangible fixed assets	4,900	-	4,900
Current assets	316,104	28,163	344,267
Current liabilities	<u>(52,551)</u>	<u>(24,500)</u>	<u>(77,051)</u>
Total net assets	<u>268,453</u>	<u>3,663</u>	<u>272,116</u>

18 Related party transactions

There were no related party transactions in the year.

19 Taxation

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

Accounts

Company registration number: 03867757

Charity registration number: 1079880

Rushcliffe Community and Voluntary Service

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2022

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

Rushcliffe Community and Voluntary Service

Contents

Reference and Administrative Details	1
Trustees' Report	2 to 5
Independent Examiner's Report	6
Statement of Financial Activities	7 to 8
Balance Sheet	9
Notes to the Financial Statements	10 to 19

Rushcliffe Community and Voluntary Service

Reference and Administrative Details

Trustees	Garry Bryant Philip Gronow Jane Hawthorn Richard McCallum John Gray Alexander Julian Kay England Beverley Wormald Gillian Stevenson
Secretary	Carolyn Perry
Senior Management Team	Chief Executive Officer, Carolyn Perry
Charity Registration Number	1079880
Company Registration Number	03867757
Registered Office	Cotgrave Hub Rivermead Cotgrave Nottingham NG12 3UQ
Independent Examiner	John O'Brien, employee of Community Accounting Plus Units 1 & 2 North West 41 Talbot Street Nottingham NG1 5GL

Rushcliffe Community and Voluntary Service

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2022.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	Garry Bryant
	Philip Gronow
	Jane Hawthorn
	Richard McCallum
	John Gray
	Alexander Julian (appointed 24 February 2022)
	Kay England (appointed 24 February 2022)
	Beverley Wormald (appointed 24 February 2022)
	Gillian Stevenson (appointed 24 February 2022)
	Paul Childs (resigned 24 February 2022)
	Stephen James (resigned 24 February 2022)
	Michael Shorten (resigned 24 February 2022)
Secretary:	Carolyn Perry

Structure, governance and management

Nature of governing document

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association adopted 28 October 1999 and most recently amended 22 October 2009. It has no share capital and the liability of each member in the event of winding-up is limited to £1.

Recruitment and appointment of trustees

The procedures to be observed are contained in the RCVS Memorandum and Articles of Association adopted on 22nd October 2009.

At each AGM one-third of trustees retire from office. The trustees retiring are decided according to length of service. The AGM elects trustees and honorary officers by vote through a show of hands or by proxy vote. Each member has one vote.

Trustees may be elected at the AGM:

- If recommended for re-election by the trustees;
- If nominated by a member of RCVS not less than 14 nor more than 35 clear days before the date of the meeting.

Trustees may appoint a person who is willing to act as a trustee but they must retire at the next AGM. The number of trustees will be not less than 6 and not more than 15. At RCVS the Board of Trustees is referred to as the Management Committee.

Rushcliffe Community and Voluntary Service

Trustees' Report

Objectives and activities

Objects and aims

The objects of the company shall be to promote any charitable purpose for the benefit of the community principally, but not exclusively for the local government district of Rushcliffe and in particular, the advancement of education, the protection of health and the relief of poverty, distress and sickness: and in the furtherance of said purpose, but not otherwise to promote and organise co-operation in the achievement of same and to that end to bring together representatives of the voluntary organisations and statutory authorities within the area of benefit.

Rushcliffe Community and Voluntary Service provides advice, information and support to voluntary and community organisations across the Borough of Rushcliffe and delivers a range of health and social welfare services. We work closely with partner organisations across all sectors.

Achievements and performance, including public benefit

RCVS's activities benefit voluntary sector organisations, individuals and the interaction between the statutory sector and the voluntary and community sector in the South of Nottinghamshire.

The Board of Trustees have considered public benefit and concluded that:

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

As a local development and support organisation Rushcliffe Community & Voluntary Service (RCVS) provides services to local voluntary organisations, community groups, charities, faith groups, and others who wish to promote, support or engage in local voluntary action. These services enable organisations and individuals to deliver better services to members of the public who live or work in Rushcliffe and Broxtowe.

We achieve this by:

- Providing information and advice to voluntary and community groups on all issues relating to good practice in volunteer management, including recruitment, training and supporting volunteers, advise on policy when involving volunteers;
- Helping people find voluntary work to suit their interests and skills, acting as a broker between those that want to volunteer and organisations that need them;
- Signpost organisations to funding information, training, legal structures and governance, and most other issues relating to the community and voluntary sector;
- Supporting older people to access services and support through our older people's projects.

During the year RCVS has remained committed to delivering a wide range of high quality services to local residents, and voluntary and community groups and organisations.

We continued to provide a much needed services to meet the needs of older and vulnerable people through our Community Transport, Befriending, Handy Housekeeper services, and continued to provide our COVID Response, shopping and prescription collection to those that needed it. We continued to comply with Government Guidance, keeping both our volunteers and clients safe.

“Shopping & errands is the most valuable part of the service to me as I'm predominantly housebound. The flexibility is crucial, as what I need doing depends on lots of factors” Handy Housekeeper Client.

Rushcliffe Community and Voluntary Service

Trustees' Report

We secured funding from NHS Charities Trust to expand and enhance our Befriending offer to include face to face, walk and talk activities, and connecting people to social and recreational activities. The service launched on 1st November 2021 and continues to grow and take referrals.

“I’m so grateful for all of your services and wish I’d know about them before. I’ve been struggling for over a year but now I feel like I’ve got my life back!” Befriending client.

During the year, an increase in uptake of our independent living services was evident, rising sharply in the last quarter of the year to almost pre-pandemic activity.

“I just want to say a huge thank you to you all. The service you provide is wonderful & makes all the difference to T. Without you, she wouldn’t be able to go to Mencap to see her friends. You have all been amazing.” Community Transport support worker.

178 volunteers supported nearly 500 clients.

Our Volunteer Centre too, saw an increase in activity during the latter part of the year, to pre-pandemic activity: We had contact with 518 potential volunteers, all of whom were offered appropriate opportunities to suit their skills and interests. We have undertaken direct work with 38 volunteer involving organisations to help them implement good practice.

Funding for the Supported Volunteering Project, Connected Communities, came to an end in March 2022, however, we will embed this service into our core offer which supports those with Learning Disabilities and Autism.

Due to the increased need for volunteers across the area, and requests for training via our volunteer involving organisations, a range of online and face-to-face training for the sector has been developed, including:

- Volunteer management;
- Volunteers and the law;
- Equality and Diversity;
- How to access volunteering;
- Safeguarding adults.

Delivery of the training will take place from April 2022.

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

Financial review

We ended the year with a surplus of about £33,000, which was better than anticipated.

Policy on reserves

The Trustees have agreed that adequate reserves should be maintained to cover potential closure (redundancy) costs, project contingencies, general variations in income generation and cash flow; this amounts to £108,000. The remaining unrestricted reserves will be used to extend the charity’s reach, expand existing services and develop new services to meet community needs. Total unrestricted free reserves are about £270,000.

Major risks and management of those risks

Financial risks

Our balance sheet is strong and we have significant unrestricted reserves. A modest surplus is expected in the current financial year. In the short term it is more important to build capacity to grow charitable benefit.

Rushcliffe Community and Voluntary Service

Trustees' Report

Statement of Trustees' Responsibilities

The trustees (who are also the directors of Rushcliffe Community and Voluntary Service for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations. The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

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

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

Small companies provision statement

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

The annual report was approved by the trustees of the charity on 7 December 2022 and signed on its behalf by:



John Gray
Trustee

Rushcliffe Community and Voluntary Service

Independent Examiner's Report to the trustees of Rushcliffe Community and Voluntary Service

Independent examiner's report to the trustees of Rushcliffe Community and Voluntary Service ('the Company')

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2022.

Responsibilities and basis of report

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

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

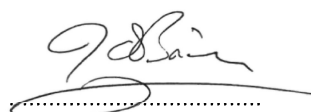
Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member and Fellow of the Association of Charity Independent Examiners, which is one of the listed bodies.

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

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

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



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

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

Date: 19/12/2022

Rushcliffe Community and Voluntary Service

Statement of Financial Activities for the Year Ended 31 March 2022 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted £	Restricted £	Total 2022 £	Total 2021 £
Income and Endowments from:					
Donations and legacies	2	102,539	-	102,539	106,966
Charitable activities	4	58,696	88,266	146,962	81,033
Investment income	5	2,028	-	2,028	566
Total Income		<u>163,263</u>	<u>88,266</u>	<u>251,529</u>	<u>188,565</u>
Expenditure on:					
Charitable activities	6	<u>(126,170)</u>	<u>(92,173)</u>	<u>(218,343)</u>	<u>(174,408)</u>
Total Expenditure		<u>(126,170)</u>	<u>(92,173)</u>	<u>(218,343)</u>	<u>(174,408)</u>
Net income/(expenditure)		37,093	(3,907)	33,186	14,157
Transfers between funds		<u>1,333</u>	<u>(1,333)</u>	<u>-</u>	<u>-</u>
Net movement in funds		38,426	(5,240)	33,186	14,157
Reconciliation of funds					
Total funds brought forward		<u>230,027</u>	<u>8,903</u>	<u>238,930</u>	<u>224,773</u>
Total funds carried forward	16	<u><u>268,453</u></u>	<u><u>3,663</u></u>	<u><u>272,116</u></u>	<u><u>238,930</u></u>

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

The funds breakdown for the period is shown in note 16.

The notes on pages 10 to 19 form an integral part of these financial statements.

Rushcliffe Community and Voluntary Service

Statement of Financial Activities for the Year Ended 31 March 2022 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

These are the figures for the **previous accounting period** and are included for comparative purposes

	Note	Unrestricted £	Restricted £	Total 2021 £
Income and Endowments from:				
Donations and legacies	2	106,966	-	106,966
Charitable activities	4	38,236	42,797	81,033
Investment income	5	566	-	566
Total Income		<u>145,768</u>	<u>42,797</u>	<u>188,565</u>
Expenditure on:				
Charitable activities	6	<u>(118,194)</u>	<u>(56,214)</u>	<u>(174,408)</u>
Total Expenditure		<u>(118,194)</u>	<u>(56,214)</u>	<u>(174,408)</u>
Net income/(expenditure)		<u>27,574</u>	<u>(13,417)</u>	<u>14,157</u>
Net movement in funds		27,574	(13,417)	14,157
Reconciliation of funds				
Total funds brought forward		<u>202,453</u>	<u>22,320</u>	<u>224,773</u>
Total funds carried forward	16	<u><u>230,027</u></u>	<u><u>8,903</u></u>	<u><u>238,930</u></u>

The notes on pages 10 to 19 form an integral part of these financial statements.

Rushcliffe Community and Voluntary Service

(Registration number: 03867757)
Balance Sheet as at 31 March 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	11	4,900	2,198
Current assets			
Debtors	12	10,158	5,372
Cash at bank and in hand		<u>334,109</u>	<u>276,822</u>
		344,267	282,194
Creditors: Amounts falling due within one year	13	<u>(77,051)</u>	<u>(45,462)</u>
Net current assets		<u>267,216</u>	<u>236,732</u>
Net assets		<u>272,116</u>	<u>238,930</u>
Funds of the charity:			
Restricted income funds			
Restricted funds	16	3,663	8,903
Unrestricted income funds			
Unrestricted funds		<u>268,453</u>	<u>230,027</u>
Total funds	16	<u>272,116</u>	<u>238,930</u>

For the financial year ending 31 March 2022 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The financial statements on pages 7 to 19 were approved by the trustees, and authorised for issue on 7 December 2022 and signed on their behalf by:


.....
John Gray
Trustee

The notes on pages 10 to 19 form an integral part of these financial statements.

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2022

1 Accounting policies

Summary of significant accounting policies and key accounting estimates

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

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

Rushcliffe Community and Voluntary Service meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

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

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

Exemption from preparing a cash flow statement

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

Income and endowments

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

Donations and legacies

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

Grants receivable

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

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2022

Deferred income

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

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

Gift aid

Incoming resources from tax reclaims are included in the Statement of Financial Activities at the same time as the gift to which they relate.

Expenditure

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

Charitable activities

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

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £500.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

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

Asset class	Depreciation method and rate
General equipment	25.0% straight line
IT equipment	33.3% straight line

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2022

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

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

Trade creditors

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

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

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

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

Pensions and other post retirement obligations

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

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2022

2 Income from donations and legacies

	Unrestricted funds General £	Total 2022 £	Total 2021 £
Donations and legacies;			
Donations from individuals	1,444	1,444	-
Gift aid reclaimed	151	151	-
Grants, including capital grants;			
Government grants	39,435	39,435	40,260
Grants from companies	61,509	61,509	64,072
Other income from donations and legacies	-	-	2,634
	<u>102,539</u>	<u>102,539</u>	<u>106,966</u>

3 Grants & donations

	General funds £	Restricted funds £	Total £
Notts County Council	15,435	45,608	61,043
Newark & Sherwood CVS	3,000	-	3,000
Ashfield Voluntary Action	25,800	-	25,800
Prison Advice and Care Trust	32,709	-	32,709
Rushcliffe Borough Council	17,000	-	17,000
Broxtowe Borough Council	7,000	-	7,000
Bassetlaw Action Centre	-	2,500	2,500
NHS Charities	-	37,460	37,460
Gift aid	151	-	151
Sundry grants & donations	1,444	386	1,830
	<u>102,539</u>	<u>85,954</u>	<u>188,493</u>

4 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2022 £	Total 2021 £
Grants	-	85,954	85,954	42,716
Sales & fees	46,045	2,312	48,357	20,449
Sundry receipts	8	-	8	36
Shopping reimbursements	12,643	-	12,643	17,832
	<u>58,696</u>	<u>88,266</u>	<u>146,962</u>	<u>81,033</u>

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2022

5 Investment income

	Unrestricted funds General £	Total 2022 £	Total 2021 £
Interest receivable and similar income;			
Interest receivable on bank deposits	2,028	2,028	566

6 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2022 £	Total 2021 £
Equipment, repairs & renewals	3,827	-	3,827	7,374
Insurance	2,034	-	2,034	1,912
Marketing & promotions	725	165	890	2,080
Postage	1,009	4	1,013	342
Printing & photocopying	179	535	714	221
Professional fees	2,181	2,250	4,431	2,545
Publications & subscriptions	176	-	176	312
Recruitment	135	242	377	30
Rent & premises maintenance	8,833	-	8,833	8,486
Room hire & events	86	-	86	-
Salaries, NIC & pensions	110,655	56,341	166,996	126,346
Staff expenses	214	-	214	295
Staff training	85	-	85	130
Stationery & office supplies	1,468	-	1,468	631
Tea bar supplies	12	-	12	85
Telephone & IT	7,556	1,941	9,497	2,399
Volunteer expenses	298	15	313	248
Management & office costs	(30,013)	30,013	-	-
Depreciation	3,663	667	4,330	1,986
Bank charges	852	-	852	819
Shopping expenses	12,195	-	12,195	18,167
	<u>126,170</u>	<u>92,173</u>	<u>218,343</u>	<u>174,408</u>

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2022

7 Net incoming/outgoing resources

Net incoming resources for the year include:

	2022 £	2021 £
Depreciation of fixed assets	<u>4,330</u>	<u>1,986</u>

8 Trustees remuneration and expenses

During the period, two Trustees were volunteer drivers who, in common with all volunteer drivers, receive mileage expenses at 45p per mile.

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

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

9 Staff costs

The aggregate payroll costs were as follows:

	2022 £	2021 £
Staff costs during the year were:		
Wages and salaries	158,550	120,520
Social security costs	3,142	2,442
Pension costs	<u>5,304</u>	<u>3,384</u>
	<u>166,996</u>	<u>126,346</u>

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

	2022 No	2021 No
Average number of employees	<u>17</u>	<u>15</u>

6 (2021 - 3) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £5,304 (2021 - £3,384).

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

The total employee benefits of the key management personnel of the charity were £29,631 (2021 - £29,034).

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2022

10 Fees payable to independent examiner

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

	2022 £	2021 £
Independent examination	830	800
Other financial services	-	80
	<u>830</u>	<u>880</u>

11 Tangible fixed assets

	General equipment £	IT equipment £	Total £
Cost			
At 1 April 2021	2,675	7,340	10,015
Additions	<u>-</u>	<u>7,032</u>	<u>7,032</u>
At 31 March 2022	<u>2,675</u>	<u>14,372</u>	<u>17,047</u>
Depreciation			
At 1 April 2021	2,285	5,532	7,817
Charge for the year	<u>390</u>	<u>3,940</u>	<u>4,330</u>
At 31 March 2022	<u>2,675</u>	<u>9,472</u>	<u>12,147</u>
Net book value			
At 31 March 2022	<u>-</u>	<u>4,900</u>	<u>4,900</u>
At 31 March 2021	<u>390</u>	<u>1,808</u>	<u>2,198</u>

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2022

12 Debtors

	2022	2021
	£	£
Trade debtors	7,593	3,453
Prepayments	2,565	1,919
	<u>10,158</u>	<u>5,372</u>

13 Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade creditors	-	11
Other creditors	50,035	30,062
Accruals	-	1,267
Deferred income	27,016	14,122
	<u>77,051</u>	<u>45,462</u>

14 Charity status

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

15 Commitments

Capital commitments

The premises lease for Cotgrave Hub started on 30th November 2018 and is for 5 years at £6,000 per annum. There is a 3 month break clause within the lease.

The total amount contracted for but not provided in the financial statements was £Nil (2021 - £Nil).

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2022

16 Funds

	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2022 £
Unrestricted funds					
<i>General</i>					
General	230,027	163,263	(126,170)	1,333	268,453
Restricted funds					
Voluntary Transport scheme (VTS)	10,305	40,216	(48,517)	(1,333)	671
Access to Volunteering	(1,402)	10,500	(9,098)	-	-
One step at a time	-	11,964	(10,341)	-	1,623
South Notts Befriending	-	25,586	(24,217)	-	1,369
Total restricted funds	<u>8,903</u>	<u>88,266</u>	<u>(92,173)</u>	<u>(1,333)</u>	<u>3,663</u>
Total funds	<u>238,930</u>	<u>251,529</u>	<u>(218,343)</u>	<u>-</u>	<u>272,116</u>

The transfer from the restricted Voluntary Transport Scheme (VTS) fund to the General fund represents the net book value of fixed assets, the use of which is not subject to any restriction.

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

The Voluntary Transport Scheme provides a responsive, accessible and flexible service to enable people to live independently, participate in their community and to access social activities, health appointments, shopping, education and other services.

The Access to Volunteering project: Connected Communities, supports volunteers with learning disabilities and autism to access suitable volunteer opportunities.

South Notts Befriending: Funded through NHS Charities Trust supports those who are lonely and isolated. It is a personalised, holistic befriending service tailored to individual needs which includes face to face and telephone befriending, as well as supporting people to take part in local community activities.

One Step at a Time: Funded by NHS Charities Trust, this project focuses on the initial first step of getting people back out of their houses in a way that keeps them safe and ensures that they also feel confident to leave the house after months of staying home. This is identified as a need to help address a lack of physical activity and the negative impacts of social isolation and loneliness.

Rushcliffe Community and Voluntary Service

Notes to the Financial Statements for the Year Ended 31 March 2022

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Balance at 31 March 2021 £
Unrestricted funds				
<i>General</i>				
General	202,453	145,768	(118,194)	230,027
Restricted				
Voluntary Transport scheme (VTS)	10,225	32,297	(32,217)	10,305
Access to Volunteering	12,095	10,500	(23,997)	(1,402)
Total restricted funds	<u>22,320</u>	<u>42,797</u>	<u>(56,214)</u>	<u>8,903</u>
Total funds	<u><u>224,773</u></u>	<u><u>188,565</u></u>	<u><u>(174,408)</u></u>	<u><u>238,930</u></u>

17 Analysis of net assets between funds

	Unrestricted		2022
	General	Restricted	Total funds
	£	£	£
Tangible fixed assets	4,900	-	4,900
Current assets	316,104	28,163	344,267
Current liabilities	(52,551)	(24,500)	(77,051)
Total net assets	<u><u>268,453</u></u>	<u><u>3,663</u></u>	<u><u>272,116</u></u>
	Unrestricted		2021
	General	Restricted	Total funds
	£	£	£
Tangible fixed assets	2,198	-	2,198
Current assets	259,169	23,025	282,194
Current liabilities	(31,340)	(14,122)	(45,462)
Total net assets	<u><u>230,027</u></u>	<u><u>8,903</u></u>	<u><u>238,930</u></u>

18 Related party transactions

There were no related party transactions in the year.

19 Taxation

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

Accounts

Company registration number: 03867757

Charity registration number: 1079880

Rushcliffe Community and Voluntary Service

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2021

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

Rushcliffe Community and Voluntary Service

Contents

Reference and Administrative Details	1
Trustees' Report	2 to 6
Independent Examiner's Report	7
Statement of Financial Activities	8 to 9
Balance Sheet	10
Notes to the Financial Statements	11 to 20

Rushcliffe Community and Voluntary Service

Reference and Administrative Details

Trustees	Garry Bryant Paul Childs Philip Gronow Jane Hawthorn Richard McCallum Michael Shorten John Gray Stephen James
Secretary	Carolyn Perry
Senior Management Team	Chief Executive Officer, Carolyn Perry
Principal Office	Cotgrave Hub Rivermead Cotgrave Nottingham NG12 3UQ
Company Registration Number	03867757
Charity Registration Number	1079880
Independent Examiner	John O'Brien, employee of Community Accounting Plus Units 1 & 2 North West 41 Talbot Street Nottingham NG1 5GL

Rushcliffe Community and Voluntary Service

Trustees' Report

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

Trustees

Garry Bryant

Paul Childs

Philip Gronow

Jane Hawthorn

Richard McCallum

Michael Shorten

John Gray

Stephen James

Structure, governance and management

Nature of governing document

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association adopted 28 October 1999 and most recently amended 22 October 2009. It has no share capital and the liability of each member in the event of winding-up is limited to £1.

Recruitment and appointment of trustees

The procedures to be observed are contained in the RCVS Memorandum and Articles of Association adopted on 22nd October 2009.

At each AGM one-third of trustees retire from office. The trustees retiring are decided according to length of service. The AGM elects trustees and honorary officers by vote through a show of hands or by proxy vote. Each member has one vote.

Trustees may be elected at the AGM:

- If recommended for re-election by the trustees;
- If nominated by a member of RCVS not less than 14 nor more than 35 clear days before the date of the meeting.

Trustees may appoint a person who is willing to act as a trustee but they must retire at the next AGM. The number of trustees will be not less than 6 and not more than 15. At RCVS the Board of Trustees is referred to as the Management Committee.

Rushcliffe Community and Voluntary Service

Trustees' Report

Chair's Report

The full initial impact of the Covid-19 pandemic has been felt throughout 2020-21 and the issues are ongoing.

The pandemic has realised the increasing importance of volunteering in our communities both in individual and local responses and through our organisation - Rushcliffe Community and Voluntary Services. It is important that this opportunity to engender a greater role in society by volunteering is not forgotten or lost.

In particular RCVS has been actively involved in the promotion of the health and the relief of stress with individuals within our local communities. Even though face-to-face contacts have been curtailed due to the various restrictions and regulations we have been active with continuing the prescription and shopping pick-up service and a telephone befriending service across South Nottinghamshire. The latter service has strong links with NHS Social Prescribing. The emphasis on mental health issues is something that we are aware of and are pleased that we are contributing to the maintenance of good mental health during these very stressful times, especially in the isolated and vulnerable community.

We are re-enforcing our role as the only Community and Voluntary service in South Nottinghamshire. During the year we worked with Broxtowe Borough Council to take on the management of the volunteer co-ordination functions previously run by Voluntary Action Broxtowe. Also we continue to provide a voluntary transport scheme in Gedling and Rushcliffe Boroughs.

Importantly we are working closely with partner organisation and are very active with the developing Integrated Care Partnership involving both the NHS and local authorities. This ensures that the role of volunteering has a continuing impact on the broader health and well-being work.

All of this would not be possible without the dedication and tireless efforts of our staff who have continued to work under safe and remote conditions in often difficult circumstances. On behalf of the Trustees we are extremely grateful to them and more importantly as are our clients and service users.

I am also indebted to my fellow Trustees, we have continued to meet virtually throughout the year to ensure we undertook both our strategic and monitoring roles to support the changing environment throughout 2020-21.

The future is still very unclear and we accept that there will be difficulty in developing a sustainable basis to continue or purpose to the benefit of the community. However, we will strive to achieve a strong voice and role for volunteering either through supporting people into volunteering opportunities or providing services for the direct benefit of individuals within our communities.

Richard McCallum
Chair, Rushcliffe Community and Voluntary Service

Objectives and activities

Objects and aims

The objects of the company shall be to promote any charitable purpose for the benefit of the community principally, but not exclusively for the local government district of Rushcliffe and in particular, the advancement of education, the protection of health and the relief of poverty, distress and sickness: and in the furtherance of said purpose, but not otherwise to promote and organise co-operation in the achievement of same and to that end to bring together representatives of the voluntary organisations and statutory authorities within the area of benefit.

Rushcliffe Community and Voluntary Service provides advice, information and support to voluntary and community organisations across the Borough of Rushcliffe and delivers a range of health and social welfare services. We work closely with partner organisations across all sectors.

Rushcliffe Community and Voluntary Service

Trustees' Report

Achievements and performance, including public benefit

RCVS's activities benefit voluntary sector organisations, individuals and the interaction between the statutory sector and the voluntary and community sector in the South of Nottinghamshire.

The Board of Trustees have considered public benefit and concluded that:

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

As a local development and support organisation Rushcliffe Community & Voluntary Service (RCVS) provides services to local voluntary organisations, community groups, charities, faith groups, and others who wish to promote, support or engage in local voluntary action. These services enable organisations and individuals to deliver better services to members of the public who live or work in Rushcliffe.

We achieve this by:

- Providing information and advice to voluntary and community groups on all issues relating to good practice in volunteer management, including recruitment, training and supporting volunteers, advise on policy when involving volunteers;
- Helping people find voluntary work to suit their interests and skills, acting as a broker between those that want to volunteer and organisations that need them;
- Signpost organisations to funding information, training, legal structures and governance, and most other issues relating to the community and voluntary sector;
- Supporting older people to access services and support through our older people's projects.

During the year RCVS has remained committed to delivering much needed services to local residents, and voluntary and community groups and organisations. RCVS led the operation to help some of the most vulnerable people during the coronavirus pandemic.

As a response to the Covid-19 pandemic and the resulting lockdowns, we established our Covid Response Service in March 2020, responding to the needs of vulnerable and isolated people adversely impacted by Covid-19. We supported over 800 residents with shopping, prescription collection and a regular friendly phone call, as well as telephone befriending. Almost 200 volunteers supported these activities.

Working closely with the NHS and Broxtowe, Gedling & Rushcliffe Borough Councils we expanded our telephone befriending service across South Nottinghamshire. During the year we supported 139 people, with our volunteers making 3,331 calls. This was especially important with mental health and providing communication to relieve some of the isolation imposed by the regulations and restrictions.

Our Community Transport Scheme provided transport to essential medical appointments, and supported the county wide Vaccination Programme across Nottinghamshire, taking 59 patients to vaccination centres to obtain both their vaccinations, also we supported the recruitment of volunteers assisting at the Vaccination Centres.

Like most organisations many of our volunteers are older and vulnerable to the virus and, due to shielding, were unable to be active volunteers during the year. We kept in touch with all our volunteers, providing updates about service provision and how this is affected by Covid-19 at significant times of change. Additionally we maintained contact with our clients, existing and new, to let them know about changes to our services and how our service provision changed.

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

Rushcliffe Community and Voluntary Service

Trustees' Report

Financial review

The emergence of Covid-19 had a significant impact on the finances of RCVS. Revenue from income earning operations was severely reduced as the paid-for services had to be suspended for most of the year. Fortunately, full grant aid continued to be received as usual, regardless of the status of individual projects and that enabled all salaried staff to be retained on normal hours. Some staff were redeployed to launch and run new services to support residents through lockdown and beyond. Additional grants were received offsetting other income losses. The furlough scheme was used to pay the Handy Housekeepers through the initial lockdown period with most returning to normal work during the year. The end result was a surplus of about £14,000 for the year which is much better than initially expected.

Policy on reserves

The Trustees have agreed that adequate reserves should be maintained to cover potential closure (redundancy) costs, project contingencies, general variations in income generation and cash flow; this amounts to £108,000. The remaining unrestricted reserves will be used to support the charity's post COVID recovery plan (outlined in the next section). The objectives are to extend the charity's reach, re-establish and expand existing services and develop new services to meet community needs. Total unrestricted free reserves are £227,829.

Plans for Future Periods

Special Covid grants protected the charity's income in 2020/21. Those grants have now come to an end but it will take some time to restore earned income to former levels. Fortunately, the balance sheet is strong with significant unrestricted reserves. Some grants, which were at the end of a three-year funding cycle, have now been extended to the end of the current financial year, avoiding an immediate funding shortfall. A modest deficit is expected in the current financial year but well within reserves capacity. In the short term it is more important to build capacity to grow charitable benefit and income than to balance income and expenditure. There is a clear financial plan for the deployment of reserves over the next two years and a plan to achieve financial stability beyond that is underway.

Rushcliffe Community and Voluntary Service

Trustees' Report

Statement of Trustees' Responsibilities

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

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

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

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

Small companies provision statement

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

The annual report was approved by the trustees of the charity on 9/9/2021..... and signed on its behalf by:



Richard McCallum
Trustee

Rushcliffe Community and Voluntary Service

Independent Examiner's Report to the trustees of Rushcliffe Community and Voluntary Service

Independent examiner's report to the trustees of Rushcliffe Community and Voluntary Service ('the Company')

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2021.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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



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

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

Date: 21/10/2021

Rushcliffe Community and Voluntary Service

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

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Income and Endowments from:					
Donations and legacies	2	106,966	-	106,966	62,481
Charitable activities	3	38,236	42,797	81,033	127,859
Investment income	5	566	-	566	2,259
Total Income		<u>145,768</u>	<u>42,797</u>	<u>188,565</u>	<u>192,599</u>
Expenditure on:					
Charitable activities	6	<u>(118,194)</u>	<u>(56,214)</u>	<u>(174,408)</u>	<u>(162,167)</u>
Total Expenditure		<u>(118,194)</u>	<u>(56,214)</u>	<u>(174,408)</u>	<u>(162,167)</u>
Net income/(expenditure)		<u>27,574</u>	<u>(13,417)</u>	<u>14,157</u>	<u>30,432</u>
Net movement in funds		27,574	(13,417)	14,157	30,432
Reconciliation of funds					
Total funds brought forward		<u>202,453</u>	<u>22,320</u>	<u>224,773</u>	<u>194,341</u>
Total funds carried forward	17	<u><u>230,027</u></u>	<u><u>8,903</u></u>	<u><u>238,930</u></u>	<u><u>224,773</u></u>

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

The funds breakdown for the period is shown in note 17.

Rushcliffe Community and Voluntary Service

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

These are the figures for the **previous accounting period** and are included for comparative purposes

	Note	Unrestricted funds £	Restricted funds £	Total 2020 £
Income and Endowments from:				
Donations and legacies	2	62,481	-	62,481
Charitable activities	3	37,071	90,788	127,859
Investment income	5	2,259	-	2,259
Total Income		<u>101,811</u>	<u>90,788</u>	<u>192,599</u>
Expenditure on:				
Charitable activities	6	<u>(65,717)</u>	<u>(96,450)</u>	<u>(162,167)</u>
Total Expenditure		<u>(65,717)</u>	<u>(96,450)</u>	<u>(162,167)</u>
Net income/(expenditure)		36,094	(5,662)	30,432
Transfers between funds		<u>(5,651)</u>	<u>5,651</u>	-
Net movement in funds		30,443	(11)	30,432
Reconciliation of funds				
Total funds brought forward		<u>172,010</u>	<u>22,331</u>	<u>194,341</u>
Total funds carried forward	17	<u><u>202,453</u></u>	<u><u>22,320</u></u>	<u><u>224,773</u></u>

Rushcliffe Community and Voluntary Service

(Registration number: 03867757)
Balance Sheet as at 31 March 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	12	2,198	3,549
Current assets			
Debtors	13	5,372	7,615
Cash at bank and in hand		<u>276,822</u>	<u>262,184</u>
		282,194	269,799
Creditors: Amounts falling due within one year	14	<u>(45,462)</u>	<u>(48,575)</u>
Net current assets		<u>236,732</u>	<u>221,224</u>
Net assets		<u><u>238,930</u></u>	<u><u>224,773</u></u>
Funds of the charity:			
Restricted income funds			
Restricted funds		8,903	22,320
Unrestricted income funds			
Unrestricted funds		<u>230,027</u>	<u>202,453</u>
Total funds	17	<u><u>238,930</u></u>	<u><u>224,773</u></u>

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

Directors' responsibilities:

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

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

The financial statements on pages 8 to 20 were approved by the trustees, and authorised for issue on ..9/9/2021... and signed on their behalf by:



Michael Shorten
Trustee

Rushcliffe Community and Voluntary Service

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

1 Accounting policies

Summary of significant accounting policies and key accounting estimates

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

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Rushcliffe Community and Voluntary Service meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

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

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

Exemption from preparing a cash flow statement

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

Income and endowments

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

Grants receivable

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

Deferred income

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

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

Rushcliffe Community and Voluntary Service

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

Gift aid

Incoming resources from tax reclaims are included in the Statement of Financial Activities at the same time as the gift to which they relate.

Expenditure

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

Charitable activities

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

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £500.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

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

Asset class	Depreciation method and rate
General equipment	25.0% straight line
IT equipment	33.3% straight line

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Rushcliffe Community and Voluntary Service

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

Cash and cash equivalents

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

Trade creditors

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

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

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

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

Pensions and other post retirement obligations

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

Rushcliffe Community and Voluntary Service

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

2 Income from donations and legacies

	Unrestricted General funds £	Total 2021 £	Total 2020 £
Grants, including capital grants;			
Government grants	40,260	40,260	26,796
Grants from companies	64,072	64,072	35,683
Other income from donations and legacies	<u>2,634</u>	<u>2,634</u>	<u>2</u>
	<u><u>106,966</u></u>	<u><u>106,966</u></u>	<u><u>62,481</u></u>

3 Income from charitable activities

	Unrestricted General funds £	Restricted funds £	Total 2021 £	Total 2020 £
Grants	-	42,716	42,716	90,788
Sales & fees	20,368	81	20,449	34,692
Sundry receipts	36	-	36	2,379
Covid shopping reimbursements	<u>17,832</u>	<u>-</u>	<u>17,832</u>	<u>-</u>
	<u><u>38,236</u></u>	<u><u>42,797</u></u>	<u><u>81,033</u></u>	<u><u>127,859</u></u>

4 Grants & donations

	General funds £	Restricted funds £	Total £
Notts County Council	14,000	39,620	53,620
Bassetlaw CVS	18,314	2,000	20,314
Ashfield Voluntary Action	7,575	-	7,575
Prison Advice and Care Trust	35,683	-	35,683
Rushcliffe Borough Council	15,000	-	15,000
Broxtowe Borough Council	4,000	-	4,000
HMRC	2,760	-	2,760
One Family Foundation	2,500	-	2,500
Gedling Borough Council	2,000	-	2,000
NHS Nottm & Notts CCG	1,500	-	1,500
Cotgrave Town Council	1,000	-	1,000
Sundry grants & donations	<u>2,634</u>	<u>1,096</u>	<u>3,730</u>
	<u><u>106,966</u></u>	<u><u>42,716</u></u>	<u><u>149,682</u></u>

Rushcliffe Community and Voluntary Service

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

5 Investment income

	Unrestricted General funds £	Total 2021 £	Total 2020 £
Interest receivable and similar income;			
Interest receivable on bank deposits	566	566	2,259

6 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2021 £	Total 2020 £
Equipment, repairs & renewals	4,835	2,539	7,374	5,667
Insurance	1,912	-	1,912	1,942
Marketing & promotions	1,960	120	2,080	714
Postage	337	5	342	1,405
Printing & photocopying	221	-	221	315
Professional fees	2,545	-	2,545	2,909
Publications & subscriptions	312	-	312	296
Recruitment	30	-	30	642
Rent & premises maintenance	8,486	-	8,486	8,004
Room hire & events	-	-	-	288
Salaries, NIC & pensions	97,356	28,990	126,346	129,101
Staff expenses	161	134	295	1,036
Staff training	130	-	130	35
Stationery & office supplies	631	-	631	1,336
Tea bar supplies	85	-	85	1,754
Telephone	2,399	-	2,399	1,607
Volunteer expenses	248	-	248	2,026
Management & office costs	(24,426)	24,426	-	-
Depreciation	1,986	-	1,986	2,624
Sundry expenditure	-	-	-	18
Bank charges	819	-	819	432
Bad debts	-	-	-	16
Covid shopping expenses	18,167	-	18,167	-
	<u>118,194</u>	<u>56,214</u>	<u>174,408</u>	<u>162,167</u>

Rushcliffe Community and Voluntary Service

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

7 Net incoming/outgoing resources

Net incoming resources for the year include:

	2021	2020
	£	£
Depreciation of fixed assets	<u>1,986</u>	<u>2,624</u>

8 Trustees remuneration and expenses

During the period, two Trustees were volunteer drivers who, in common with all volunteer drivers, receive mileage expenses at 45p per mile.

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

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

9 Staff costs

The aggregate payroll costs were as follows:

	2021	2020
	£	£
Staff costs during the year were:		
Wages and salaries	120,520	122,462
Social security costs	2,442	2,861
Pension costs	<u>3,384</u>	<u>3,778</u>
	<u>126,346</u>	<u>129,101</u>

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

	2021	2020
	No	No
Average number of employees	<u>15</u>	<u>13</u>

3 (2020 - 3) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £3,384 (2020 - £3,778).

During the year, the charity made redundancy and/or termination payments which totalled £Nil (2020 - £994).

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

The total employee benefits of the key management personnel of the charity were £29,034 (2020 - £29,056).

Rushcliffe Community and Voluntary Service

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

10 Fees payable to independent examiner

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

	2021 £	2020 £
Independent examination	800	800
Other financial services	80	605
	<u>880</u>	<u>1,405</u>

11 Taxation

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

12 Tangible fixed assets

	General equipment £	IT equipment £	Total £
Cost			
At 1 April 2020	2,675	6,704	9,379
Additions	<u>-</u>	<u>636</u>	<u>636</u>
At 31 March 2021	<u>2,675</u>	<u>7,340</u>	<u>10,015</u>
Depreciation			
At 1 April 2020	1,896	3,935	5,831
Charge for the year	<u>389</u>	<u>1,597</u>	<u>1,986</u>
At 31 March 2021	<u>2,285</u>	<u>5,532</u>	<u>7,817</u>
Net book value			
At 31 March 2021	<u>390</u>	<u>1,808</u>	<u>2,198</u>
At 31 March 2020	<u>779</u>	<u>2,769</u>	<u>3,548</u>

Rushcliffe Community and Voluntary Service

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

13 Debtors

	2021	2020
	£	£
Trade debtors	3,453	4,696
Prepayments	1,919	2,919
	<u>5,372</u>	<u>7,615</u>

14 Creditors: amounts falling due within one year

	2021	2020
	£	£
Trade creditors	11	608
Other creditors	30,062	33,719
Accruals	1,267	1,299
Deferred income	14,122	12,949
	<u>45,462</u>	<u>48,575</u>

15 Charity status

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

16 Commitments

Capital commitments

The premises lease for Cotgrave Hub started on 30th November 2018 and is for 5 years at £6,000 per annum. There is a 3 month break clause within the lease.

The total amount contracted for but not provided in the financial statements was £Nil (2020 - £Nil).

Rushcliffe Community and Voluntary Service

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

17 Funds

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Balance at 31 March 2021 £
Unrestricted funds				
<i>General</i>				
General	202,453	145,768	(118,194)	230,027
Restricted funds				
Voluntary Transport scheme (VTS)	10,225	32,297	(32,217)	10,305
Access to Volunteering	12,095	10,500	(23,997)	(1,402)
Total restricted funds	<u>22,320</u>	<u>42,797</u>	<u>(56,214)</u>	<u>8,903</u>
Total funds	<u><u>224,773</u></u>	<u><u>188,565</u></u>	<u><u>(174,408)</u></u>	<u><u>238,930</u></u>

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

The Voluntary Transport Scheme provides a responsive, accessible and flexible service to enable people to live independently, participate in their community and to access social activities, health appointments, shopping, education and other services.

The Access to Volunteering project will support volunteers with learning disabilities to access suitable volunteer opportunities. Although this is showing a negative balance at the year-end, the fund is ongoing and further funding will be received in the next financial year.

The Rushcliffe Befriends project receives funding from The National Lottery Community Fund and the project supports Rushcliffe residents who are isolated, lack confidence and find it difficult to get out and about by matching them with a carefully chosen volunteer befriender, also aged 50+ and living in Rushcliffe. A befriender visits a person in their home, provides company and supports them to participate in activities of their choice until they can continue independently. The project aims to help tackle loneliness and to improve confidence and well-being through providing company, conversation and information.

Rushcliffe Community and Voluntary Service

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

	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2020 £
Unrestricted funds					
<i>General</i>					
General	172,010	101,811	(65,717)	(5,651)	202,453
Restricted funds					
Voluntary Transport scheme (VTS)	10,542	35,234	(41,551)	6,000	10,225
Access to Volunteering	7,875	27,875	(23,655)	-	12,095
Rushcliffe Befriends	3,914	27,679	(31,244)	(349)	-
Total restricted funds	<u>22,331</u>	<u>90,788</u>	<u>(96,450)</u>	<u>5,651</u>	<u>22,320</u>
Total funds	<u><u>194,341</u></u>	<u><u>192,599</u></u>	<u><u>(162,167)</u></u>	<u><u>-</u></u>	<u><u>224,773</u></u>

18 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	2021 Total funds £
Tangible fixed assets	2,198	-	2,198
Current assets	259,169	23,025	282,194
Current liabilities	<u>(31,340)</u>	<u>(14,122)</u>	<u>(45,462)</u>
Total net assets	<u><u>230,027</u></u>	<u><u>8,903</u></u>	<u><u>238,930</u></u>
	Unrestricted funds General £	Restricted funds £	2020 Total funds £
Tangible fixed assets	3,549	-	3,549
Current assets	225,969	43,830	269,799
Current liabilities	<u>(27,065)</u>	<u>(21,510)</u>	<u>(48,575)</u>
Total net assets	<u><u>202,453</u></u>	<u><u>22,320</u></u>	<u><u>224,773</u></u>

19 Related party transactions

There were no related party transactions in the year.