

REGISTERED COMPANY NUMBER: 03897969 (England and Wales)
REGISTERED CHARITY NUMBER: 1080042

Report of the Trustees and
Financial Statements for the Year Ended 31st March 2023
for
Droitwich Spa and Rural Council for
Voluntary Service

The Richards Sandy Partnership
Thorneloe House
25 Barbourne Road
Worcester
Worcestershire
WR1 1RU

**Droitwich Spa and Rural Council for
Voluntary Service**

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for the Year Ended 31st March 2023**

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**Droitwich Spa and Rural Council for
Voluntary Service**

**Reference and Administrative Details
for the Year Ended 31st March 2023**

TRUSTEES	Mrs Lynda Gillespie Mr Hedley Burton (resigned 29.9.22) Mr Eric Bowden (resigned 20.2.23) Mrs Sally Ann Ellison MBE (resigned 29.9.22) Mr David Jonathan Morris (resigned 29.9.22) Mrs Ann Sowton (resigned 29.9.22) Philip Richardson (appointed 29.9.22) Sarah Beauchamp (appointed 23.6.22)
REGISTERED OFFICE	The Old Library Centre 65 Ombersley Street East Droitwich Spa Worcestershire WR9 8QS
REGISTERED COMPANY NUMBER	03897969 (England and Wales)
REGISTERED CHARITY NUMBER	1080042
INDEPENDENT EXAMINER	The Richards Sandy Partnership Thorneloe House 25 Barbourne Road Worcester Worcestershire WR1 1RU
CHIEF EXECUTIVE OFFICER	Tonia Enderbury
BANKERS	CAF Bank Limited 25 Kings Hill Avenue West Malling Kent ME19 4JQ

**Droitwich Spa and Rural Council for
Voluntary Service (Registered number: 03897969)**

**Report of the Trustees
for the Year Ended 31st March 2023**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The principle activities of the company in the year under review were:

- to promote any charitable purposes for the benefit of the community in the Droitwich area and, in particular, the advancement of education, the protection of health and the relief of poverty, distress and sickness; and
- to promote and organise co-operation in achievement of the above purposes and to that end to bring together in council representatives of statutory bodies and voluntary organisations engaged in the furtherance of the above purposes within the Droitwich area.

Public benefit

The Trustees confirm that they have complied with the duty in Section 17(5) of the 2011 Charities Act to have due regard to guidance on public benefit published by the Charity Commission when reviewing the charity's objectives and in planning future activities.

**Droitwich Spa and Rural Council for
Voluntary Service (Registered number: 03897969)**

**Report of the Trustees
for the Year Ended 31st March 2023**

ACHIEVEMENT AND PERFORMANCE

The main objective of the trustees this year is to ensure financial stability and sustainability whilst continuing to provide an outstanding service to the community.

During the year we were sorry to lose the services of some longstanding trustees due to other commitments and thanked them for their contributions to the charity. We were pleased to welcome a new trustee with a Community Transport background.

This financial year has been the first full year since Covid restrictions were lifted. The staff and volunteers have worked hard to make sure everything is in place to overcome any new challenges.

A development programme for staff commenced in December 2022 to examine and review the charities strategic goals and planning for the future. This course has enabled DCVS to identify and implement a vision and mission statement with priorities for the future.

The development of a new vibrant website means information about DCVS and the services it can provide to the local community can be found in a user-friendly way and is regularly updated as new features are introduced. This has been positively received.

At the beginning of the year a surplus was predicted from planned budgets however the accounts show a loss. This is mainly due to depreciation on our assets, including Rotary House and the way charity accounts are presented showing income recorded in the year received and expenses falling into the next financial year. During this financial year some expenses related to income received for projects in the previous financial year.

Buildings

Significant improvements have been made to Rotary House following the handover of the property to DCVS in January 2022.

These included: - total redecoration, new blinds and lighting, installation of new toilet and a baby changing unit plus upgrading the kitchen facilities. Bookings for building hire have been slow, and some groups have left due to a downturn in membership post covid but enquires continue from new groups.

Bookings for the Old Library Centre started slowly but picked up throughout the year. Essential maintenance included a new roof to part of the building, installation of CCTV, pointing to brick work and valleys and installation of a water heater. Long term office lettings have been successful providing much needed income.

Community Transport

Community transport has been well used throughout the year but was quieter in the winter months.

Recruitment of new volunteer drivers was successful, and we acknowledge the commitment and dedication of the driving team making a difference to the service users.

The minibus continued to be used by the local community groups. Trips to places of interest have proved to be extremely popular with residents accessing places they would not normally be able to visit, and the major benefits has been a reduction in loneliness and isolation increasing wellbeing. Trips have also been subsidised by various grants.

Funding has continued from Worcestershire County Council at the pre-pandemic level, we continue to receive funding from Worcestershire Community Transport Consortium and Bus Services Operators Grant.

Moving Forward

The staff and growing volunteer numbers have provided guidance and support to residents from Droitwich West with funding received from The National Lottery Community Grant and support from other providers for specific projects.

Projects covered this year include:

- Community Fridge (thanks to funding from Tesco Ground Works and Hubbub Foundation)
- Stay & Play
- Coffee and Social Group
- Cookery Classes
- Family Fun Days

The National Lottery grant is coming to an end, and a new application has been made for a further 3 years. This has passed Stage 1 of the application process. Additional grant funding has been awarded from Wychavon District Council to allow the project to continue for a further 6 months.

**Droitwich Spa and Rural Council for
Voluntary Service (Registered number: 03897969)**

**Report of the Trustees
for the Year Ended 31st March 2023**

Community Builder

The year has been a busy one with many new initiatives enabling the development and promotion of new projects in the town and outlying rural communities including:

- Letter group writing in Cutnall Green
- Co-ordinating a Warm Spaces initiative with local churches and other organisations across the town.
- Supporting Ukrainian refugees and provision of English Lessons
- Walkabouts with Platform Housing
- Setting up a bereavement group Support Group in association with St Vincent de Paul.
- Feasibility for a Community Café

Other Community Initiatives

Network group meetings have been re-established and have been very well attended. These enable groups and organisations to exchange ideas, share information and generally support each other.

DCVS continue to manage part of the Governments Household Support grant on behalf of Wychavon District Council. Grant Referrals have been received from residents for white goods, food, transport to hospital appointments, beds, winter bedding, and shower adaption.

500 Cost of Living booklets were produced and distributed. These detailed various initiatives to support residents through the Cost-of-Living Crisis with funding received from a local councillor's grant.

Fund Raising Events

Nearly new sales, coffee morning and raffles.

FINANCIAL REVIEW

Financial review

The results for the year and the financial position of the charity are as shown in the annexed financial statements.

Total income in the 12 months to 31 March 2023 was £270,143 (2022: £494,137) split £119,430 of unrestricted income (2022: £271,989) and £150,713 of restricted income (2022: £222,148).

Total expenditure in the year ended 31 March 2023 was £318,304 (2022: £265,613) split £97,408 of unrestricted expenditure (2022: £82,298) and £220,896 of restricted expenditure (2022: £183,315).

Net deficit for the year was £48,161 (2022: surplus £228,524) split £22,022 of unrestricted net income (2022: £196,067) and £70,183 of restricted net expenditure (2022: £32,457).

**Droitwich Spa and Rural Council for
Voluntary Service (Registered number: 03897969)**

**Report of the Trustees
for the Year Ended 31st March 2023**

FINANCIAL REVIEW

Reserves policy

The trustees' policy is to ensure that there are sufficient reserves to finance expenditure for the next 6 months. The unrestricted general fund balance (excluding fixed assets) is £129,667 and this represents 5 months of charity expenditure. The optimum reserves level is therefore not currently being achieved, however there is a designated operational reserve of £110,000 in place to cover any deficit if required.

The total unrestricted general fund balance (including fixed assets) at 31st March 2023 was £134,644 (2022: £106,203), of which £129,667 was free current reserves (2022: £100,726). This is held for the future funding of the charity.

The unrestricted Rotary House reserve, excluding fixed assets, was £34,193 at 31 March 2023 (2022: £33,929). This fund has been presented separately from general unrestricted funds in order to identify easily the surplus/deficit and net assets attributable to this activity.

The charity also has a designated operational reserve fund with free reserves of £110,000 (2022: £110,000) which will be used to cover the charity's future overheads should there be a decrease in funding. There is also a designated winding up fund with balance of £52,787 (2022: £52,787) and this will be used to cover the cost of redundancies should the charity cease operating.

The restricted fund balance as at 31st March 2023 was £312,847 (2022: £383,032) and of this balance £211,054 (2022: £221,791) relates to the value of the leasehold property.

The current reserves of the charity as at 31 March 2023 were £423,587 (2022: £457,215) and with the inclusion of tangible fixed assets of £327,565 (2022: £342,098) this brings total reserves of the charity as to £751,152 (2022: £799,313).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, the Memorandum & Articles of Association adopted on 21st December 1999, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

In accordance with Section 60(1)(a) of the Companies Act 2006, the company is exempt from the requirements of that Act to include 'Limited' as part of its name. The charity is registered with the Charity Commissioners. The company registration number is 03897969 and the charity registration number is 1080042.

As the charitable company is limited by guarantee, no trustee has any interest in the share capital of the company.

Recruitment and appointment of new trustees

Trustees are appointed at the Annual General Meeting to ensure that the Board represents a cross section of the community and individuals with relevant professional backgrounds.

Trustees are recruited from wider Droitwich Spa based on their skills and experience.

New Board members are provided with copies of the most recent annual report and accounts, a role description of the responsibilities of a trustee, a copy of the Memorandum and Articles of Association, copies of recent minutes of meetings and a copy of the Charity Commission publication, "Responsibilities of Charity Trustees". New trustees also have an induction session with the Chief Officer.

New trustees are asked to consider any potential conflict of interest and these are recorded as appropriate.

The trustees are responsible for financial controls and accounts; for developing and overseeing a reserves policy; for ensuring that all procedures and policies adhere to their legal requirements as employers; for reviewing risk management of the organisation; to ensure all aspects of charity and company law are fully and properly adhered to and to generally protect the charity's property. The trustees have complied with their duty in Section 17(5) of the 2011 Charities Act to have due regard to guidance published by the Charity Commission on public benefit.

The directors are responsible for agreeing the annual report and accounts, as well as reviewing the activity during the year against the annual year plan. The Chief Officer has delegated authority, under terms approved by the Board, for all day to day activity including financial, employment and staff supervision, but has to present a report at each meeting of the Board.

**Droitwich Spa and Rural Council for
Voluntary Service (Registered number: 03897969)**

**Report of the Trustees
for the Year Ended 31st March 2023**

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

Approved by order of the board of trustees on Oct 24th 2023 and signed on its behalf by:

Lynda Gillespie
Mrs Lynda Gillespie - Trustee

**Independent Examiner's Report to the Trustees of
Droitwich Spa and Rural Council for
Voluntary Service**

Independent examiner's report to the trustees of Droitwich Spa and Rural Council for Voluntary Service ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st 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 your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

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.



Robert Richards FCA CTA FCCA
The Institute of Chartered Accountants in England and Wales

The Richards Sandy Partnership
Thorneloe House
25 Barbourne Road
Worcester
Worcestershire
WR1 1RU

Date:

8/11/2023

**Droitwich Spa and Rural Council for
Voluntary Service**

**Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
for the Year Ended 31st March 2023**

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	8,786	13,940	22,726	174,478
Charitable activities	6				
Transport		35,799	-	35,799	37,134
Education		-	-	-	9,960
Core		29,996	-	29,996	23,195
Projects		33,727	136,770	170,497	246,864
Rotary House		8,327	-	8,327	2,344
Other trading activities	4	98	-	98	87
Investment income	5	2,697	3	2,700	75
Total		119,430	150,713	270,143	494,137
EXPENDITURE ON					
Raising funds		987	497	1,484	2,355
Charitable activities	7				
Transport		20,472	5,254	25,726	20,777
Education		-	-	-	4,930
Core		61,233	6,064	67,297	63,277
Projects		4	209,081	209,085	169,272
Rotary House		14,712	-	14,712	5,002
Total		97,408	220,896	318,304	265,613
NET INCOME/(EXPENDITURE)		22,022	(70,183)	(48,161)	228,524
RECONCILIATION OF FUNDS					
Total funds brought forward		416,281	383,032	799,313	570,789
TOTAL FUNDS CARRIED FORWARD		438,303	312,849	751,152	799,313

The notes form part of these financial statements

**Droitwich Spa and Rural Council for
Voluntary Service (Registered number: 03897969)**

**Balance Sheet
31st March 2023**

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
FIXED ASSETS					
Tangible assets	14	111,658	215,907	327,565	342,098
CURRENT ASSETS					
Debtors	15	5,318	-	5,318	10,566
Cash at bank		330,314	96,940	427,254	483,186
		<u>335,632</u>	<u>96,940</u>	<u>432,572</u>	<u>493,752</u>
CREDITORS					
Amounts falling due within one year	16	(8,985)	-	(8,985)	(36,537)
NET CURRENT ASSETS		<u>326,647</u>	<u>96,940</u>	<u>423,587</u>	<u>457,215</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>438,305</u>	<u>312,847</u>	<u>751,152</u>	<u>799,313</u>
NET ASSETS		<u>438,305</u>	<u>312,847</u>	<u>751,152</u>	<u>799,313</u>
FUNDS	17				
Unrestricted funds:					
General fund				134,644	106,203
Operational Reserve Fund				110,000	110,000
Rotary House				140,874	147,291
Winding Up Fund				52,787	52,787
				<u>438,305</u>	<u>416,281</u>
Restricted funds				<u>312,847</u>	<u>383,032</u>
TOTAL FUNDS				<u>751,152</u>	<u>799,313</u>

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


The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

The financial statements were approved by the Board of Trustees and authorised for issue on 20th April 2023 and were signed on its behalf by:

Oct. 24 2023

Mrs Lynda Gillespie - Trustee

The notes form part of these financial statements

**Droitwich Spa and Rural Council for
Voluntary Service**

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

1. ACCOUNTING POLICIES

BASIS OF PREPARING THE FINANCIAL STATEMENTS

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

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

COMPANY STATUS

The charity is a company limited by guarantee. The members of the company are the trustees named in the Report of the Trustees. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

INCOME

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Income from grants and donations (including government grant income) is recognised in the period in which the charity is entitled to receipt and the amount can be measured with reasonable certainty. Income from grants is only deferred when the charity has to fulfil conditions not yet met before becoming entitled to it or where the donor has specified that the income is to be expended in a future period.

Rental and management fee income is recognised in line with the periods to which such income relates, up to the extent that it is probable that such income is recoverable.

EXPENDITURE

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

RAISING FUNDS

Raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes and includes costs of all fundraising activities, events and non-charitable trading.

CHARITABLE ACTIVITIES

Charitable activities costs include all costs of fulfilling the objectives of the charity.

TANGIBLE FIXED ASSETS

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property	- not provided
Leasehold property	- 2% on cost
Plant and machinery	- 25% on cost
Motor vehicles	- 20% on cost

Assets costing less than £500 are not capitalised.

TAXATION

The charity is exempt from corporation tax on its charitable activities.

FUND ACCOUNTING

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

**Droitwich Spa and Rural Council for
Voluntary Service**

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2023**

1. ACCOUNTING POLICIES - continued

FUND ACCOUNTING

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

PENSION COSTS

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

DONATED GOODS

Donated goods are included at fair value and are recognised when the charity has entitlement to the economic benefit.

FINANCIAL INSTRUMENTS

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised when the charity becomes party to contractual provisions of the instrument.

Financial assets are offset, with the net amounts presented in the accounts where there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic Financial Assets

Basic financial assets, which include trade and other receivables and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest.

Basic Financial Liabilities

Basic financial liabilities, including trade and other payables, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of future receipts, discounted at a market rate of interest. Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade payables are obligations to pay for goods or services that have been acquired in the ordinary course of the operations from suppliers. Accounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade payables are recognised initially at transaction cost.

2. CRITICAL ACCOUNTING JUDGEMENTS AND KEY SOURCES OF ESTIMATION UNCERTAINTY

Accounting estimates and judgement are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting judgements

The most critical accounting judgement is in setting the depreciation rates for tangible fixed assets. Details for these rates can be found in the accounting policies in note 1. The carrying value of tangible fixed assets can be found in note 14.

Judgement is also used in determining the allocation of salary costs between the different activities and projects. Time sheets will be reviewed each month and an apportionment will be established across the activities and individual unrestricted and restricted funds depending on the hours spent on each.

**Droitwich Spa and Rural Council for
Voluntary Service**

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2023**

3. DONATIONS AND LEGACIES

	2023	2022
	£	£
Donations	5,119	2,926
Gift aid	817	-
Grants	16,790	24,268
Exceptional items (note 12)	-	147,284
	<u>22,726</u>	<u>174,478</u>

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

	2023	2022
	£	£
Arnold Clark Community Fund	-	1,000
Droitwich Spa Town Council	3,000	3,000
Hubbub	1,000	-
National Grid	1,000	-
Platform Housing Group	2,832	-
Police Crime Commissioner	-	1,000
Tesco Community Grants - Groundwork	5,000	-
Western Power	2,232	-
Worcestershire Community Foundation	1,476	-
Worcestershire County Council Divisional Fund - R Morris	250	-
Wychavon District Council	-	5,000
Wychavon District Council - Coronavirus Business Rates Relief	-	14,268
	<u>16,790</u>	<u>24,268</u>

4. OTHER TRADING ACTIVITIES

	2023	2022
	£	£
Office services	<u>98</u>	<u>87</u>

5. INVESTMENT INCOME

	2023	2022
	£	£
Bank interest receivable	<u>2,700</u>	<u>75</u>

6. INCOME FROM CHARITABLE ACTIVITIES

	Transport	Core	Projects
	£	£	£
Grants	14,891	-	150,353
Fares	20,008	-	-
Management fees	900	-	20,144
Education fees	-	-	-
Rents received	-	29,996	-
	<u>35,799</u>	<u>29,996</u>	<u>170,497</u>

**Droitwich Spa and Rural Council for
Voluntary Service**

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2023**

6. INCOME FROM CHARITABLE ACTIVITIES - continued

	Rotary House £	2023 Total activities £	2022 Total activities £
Grants	-	165,244	253,608
Fares	-	20,008	16,033
Management fees	-	21,044	14,469
Education fees	-	-	9,960
Rents received	8,327	38,323	25,427
	<u>8,327</u>	<u>244,619</u>	<u>319,497</u>

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

	2023 £	2022 £
Birmingham City Council	-	2,800
Bus Service Operators Grant	1,159	1,158
Covid SSP grant	-	361
Good Things Foundation	-	3,920
Hubbub	-	3,000
National Lottery Community Fund	59,424	117,436
Voluntary & Community Sector Emergencies Grant/NAVCA	1,750	1,500
Westlands Forum & Platform Housing	-	80
Worcestershire Children First	-	12,185
Worcestershire Community Transport Partnership	7,811	8,055
Worcestershire County Council	2,000	4,000
Worcestershire County Council - Good Neighbour Network	51,952	-
Worcestershire County Council - Transport Subsidy Claim	5,921	6,414
Wychavon District Council	16,501	1,817
Wychavon District Council - Contain Outbreak Management Fund (Incident Management Team)	-	14,500
Wychavon District Council - Contain Outbreak Management Fund (Community Builder)	-	54,841
Wychavon District Council - Food and Essential Supplies	-	2,099
Wychavon District Council - Good Neighbour Network	-	5,833
Wychavon District Council - Household Support	18,726	13,609
	<u>165,244</u>	<u>253,608</u>

7. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Grant funding of activities £	Support costs (see note 8) £	Totals £
Transport	11,737	-	13,989	25,726
Core	6,563	-	60,734	67,297
Projects	123,302	100	85,683	209,085
Rotary House	3,341	-	11,371	14,712
	<u>144,943</u>	<u>100</u>	<u>171,777</u>	<u>316,820</u>

**Droitwich Spa and Rural Council for
Voluntary Service**

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2023**

8. SUPPORT COSTS

	Management £	Governance costs £	Totals £
Transport	13,989	-	13,989
Core	57,978	2,756	60,734
Projects	85,683	-	85,683
Rotary House	11,371	-	11,371
	<u>169,021</u>	<u>2,756</u>	<u>171,777</u>

Salaries are allocated between the activities by reviewing monthly timesheets for employees and splitting the cost across the activities based on time spent on each.

Support costs, included in the above, are as follows:

	Transport £	Core £	Projects £
Wages	11,281	33,784	77,529
Social security	-	4,277	-
Pensions	228	2,717	721
Rates and water	-	557	-
Insurance	-	2,530	-
Light and heat	-	2,946	-
Telephone	989	2,743	1,970
Sundries	1,491	146	949
Repairs and maintenance	-	1,504	2,875
Travel and accommodation	-	204	575
Staff training	-	2,070	480
Subscriptions	-	95	-
Cleaning	-	3,625	-
Professional services	-	780	584
Accountancy fees	-	2,756	-
	<u>13,989</u>	<u>60,734</u>	<u>85,683</u>

	Rotary House £	2023 Total activities £	2022 Total activities £
Wages	3,527	126,121	115,788
Social security	-	4,277	4,013
Pensions	71	3,737	3,288
Rates and water	306	863	403
Insurance	984	3,514	2,730
Light and heat	432	3,378	1,855
Telephone	118	5,820	5,996
Sundries	61	2,647	2,231
Repairs and maintenance	3,570	7,949	8,528
Travel and accommodation	11	790	268
Staff training	-	2,550	502
Subscriptions	-	95	-
Cleaning	2,291	5,916	1,425
Professional services	-	1,364	1,363
Accountancy fees	-	2,756	2,994
	<u>11,371</u>	<u>171,777</u>	<u>151,384</u>

**Droitwich Spa and Rural Council for
Voluntary Service**

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2023**

9. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2023	2022
	£	£
Depreciation - owned assets	14,533	14,552
Deficit on disposal of fixed assets	-	48
Fees payable to Independent Examiner in respect of external scrutiny	2,424	2,310
Fees payable to Independent Examiner in respect of other accountancy services	332	684
	<u>332</u>	<u>684</u>

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2023. During the year ended 31 March 2022 A Sowton, trustee, was employed by the charity and received remuneration of £450 for office work beyond the scope of trusteeship. This was not, however, permitted by the charity's Articles of Association.

TRUSTEES' EXPENSES

There were no trustees' expenses paid for the year ended 31st March 2023 nor for the year ended 31st March 2022.

11. STAFF COSTS

	2023	2022
	£	£
Wages and salaries	126,121	115,788
Social security costs	4,277	4,013
Other pension costs	3,737	3,288
	<u>134,135</u>	<u>123,089</u>

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

	2023	2022
	7	7
Employees	<u>7</u>	<u>7</u>

No employees received emoluments in excess of £60,000.

Total remuneration paid to key management personnel during the year was £31,158 (2022: £30,275).

12. EXCEPTIONAL ITEMS

On 14 December 2021 the assets of Rotary Club of Droitwich Spa Charitable Trust (Charity number 1068030) were transferred to Droitwich Spa and Rural Council for Voluntary Service for nil consideration.

The exceptional item of £147,284 relates to the acquisition of the trade and assets of Rotary Club of Droitwich Spa Charitable Trust (charity number 1068030) on 14 December 2021. No consideration was made for this transfer therefore the assets of the charity have been introduced as a donation and are made up of the following:

	£
Valuation of freehold building	100,000
Valuation of fixtures and fittings	13,362
Cash balance	33,922
Total	<u>147,284</u>

No restrictions have been placed on these assets however they were introduced into a separate designated fund and activity in order to show the income and expenditure attributable to Rotary House.

**Droitwich Spa and Rural Council for
Voluntary Service**

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2023**

13. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	174,478	-	174,478
Charitable activities			
Transport	32,317	4,817	37,134
Education	9,960	-	9,960
Core	23,195	-	23,195
Projects	29,535	217,329	246,864
Rotary House	2,344	-	2,344
Other trading activities	87	-	87
Investment income	73	2	75
Total	271,989	222,148	494,137
EXPENDITURE ON			
Raising funds	1,058	1,297	2,355
Charitable activities			
Transport	14,069	6,708	20,777
Education	4,930	-	4,930
Core	57,213	6,064	63,277
Projects	26	169,246	169,272
Rotary House	5,002	-	5,002
Total	82,298	183,315	265,613
NET INCOME	189,691	38,833	228,524
Transfers between funds	6,376	(6,376)	-
Net movement in funds	196,067	32,457	228,524
RECONCILIATION OF FUNDS			
Total funds brought forward	220,213	350,576	570,789
TOTAL FUNDS CARRIED FORWARD	416,280	383,033	799,313

14. TANGIBLE FIXED ASSETS

	Freehold property £	Leasehold property £	Plant and machinery £	Motor vehicles £	Totals £
COST					
At 1st April 2022 and 31st March 2023	100,000	308,470	49,191	78,472	536,133
DEPRECIATION					
At 1st April 2022	-	86,679	34,410	72,946	194,035
Charge for year	-	6,169	5,814	2,550	14,533
At 31st March 2023	-	92,848	40,224	75,496	208,568
NET BOOK VALUE					
At 31st March 2023	100,000	215,622	8,967	2,976	327,565
At 31st March 2022	100,000	221,791	14,781	5,526	342,098

**Droitwich Spa and Rural Council for
Voluntary Service**

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2023**

15. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Trade debtors	4,233	10,019
Prepayments	1,085	547
	<u>5,318</u>	<u>10,566</u>

16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Trade creditors	1,606	3,442
Social security and other taxes	2,120	3,207
Pension creditor	622	620
Funds received as agent	1,505	4,936
Deferred income	-	21,314
Accrued expenses	3,132	3,018
	<u>8,985</u>	<u>36,537</u>

Prior year deferred income of £21,314 related to grant funding received from Worcestershire County Council for delivery of the Good Neighbour Network project. This income has been recognised in full in the current year.

17. MOVEMENT IN FUNDS

	At 1.4.22	Net movement in funds	At 31.3.23
	£	£	£
Unrestricted funds			
General fund	106,203	28,441	134,644
Operational Reserve Fund	110,000	-	110,000
Rotary House	147,291	(6,417)	140,874
Winding Up Fund	52,787	-	52,787
	<u>416,281</u>	<u>22,024</u>	<u>438,305</u>
Restricted funds			
Community Builder	48,268	(27,501)	20,767
Community Fridge Fund	-	5,125	5,125
Community Transport Fund	9,434	(3,095)	6,339
District Incident Management Team Fund	1,370	(890)	480
Food and Essential Supplies Fund	8,993	(3,366)	5,627
Good Neighbourhood	-	9,239	9,239
Household Support Grant fund	3,948	(411)	3,537
Miscellaneous Project Fund	2,242	3,967	6,209
Moving Forward	90,655	(46,787)	43,868
National Lottery Fund (Property Leasehold)	217,118	(6,064)	211,054
National Lottery Coronavirus Community Support Fund	1,004	(402)	602
	<u>383,032</u>	<u>(70,185)</u>	<u>312,847</u>
TOTAL FUNDS	<u>799,313</u>	<u>(48,161)</u>	<u>751,152</u>

**Droitwich Spa and Rural Council for
Voluntary Service**

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2023**

17. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	111,103	(82,662)	28,441
Rotary House	8,327	(14,744)	(6,417)
	<u>119,430</u>	<u>(97,406)</u>	<u>22,024</u>
Restricted funds			
Community Builder	1	(27,502)	(27,501)
Community Fridge Fund	8,782	(3,657)	5,125
Community Transport Fund	-	(3,095)	(3,095)
District Incident Management Team Fund	-	(890)	(890)
Food and Essential Supplies Fund	-	(3,366)	(3,366)
Good Neighbourhood	51,953	(42,714)	9,239
Household Support Grant fund	18,726	(19,137)	(411)
Miscellaneous Project Fund	11,826	(7,859)	3,967
Moving Forward	59,425	(106,212)	(46,787)
National Lottery Fund (Property Leasehold)	-	(6,064)	(6,064)
National Lottery Coronavirus Community Support Fund	-	(402)	(402)
	<u>150,713</u>	<u>(220,898)</u>	<u>(70,185)</u>
TOTAL FUNDS	<u><u>270,143</u></u>	<u><u>(318,304)</u></u>	<u><u>(48,161)</u></u>

**Droitwich Spa and Rural Council for
Voluntary Service**

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2023**

17. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General fund	57,426	42,401	6,376	106,203
Operational Reserve Fund	110,000	-	-	110,000
Rotary House	-	147,291	-	147,291
Winding Up Fund	52,787	-	-	52,787
	<u>220,213</u>	<u>189,692</u>	<u>6,376</u>	<u>416,281</u>
Restricted funds				
Community Builder	-	48,268	-	48,268
Community Fridge Fund	-	579	1,463	2,042
Community Transport Fund	12,531	(3,097)	-	9,434
Community Wellbeing	1,232	(142)	(1,090)	-
District Incident Management Team Fund	-	1,370	-	1,370
Food and Essential Supplies Fund	8,000	993	-	8,993
Holiday Activity and Food Fund	-	6,141	(6,141)	-
Household Support Grant fund	-	3,948	-	3,948
Miscellaneous Project Fund	-	(2,087)	2,287	200
Moving Forward	79,499	14,619	(3,463)	90,655
National Lottery Fund (Property Leasehold)	223,182	(6,064)	-	217,118
National Lottery Coronavirus Community Support Fund	3,203	(2,472)	273	1,004
National Lottery COVID 19	21,346	(21,641)	295	-
National Lottery Project Co-Ordinator	1,583	(1,583)	-	-
	<u>350,576</u>	<u>38,832</u>	<u>(6,376)</u>	<u>383,032</u>
TOTAL FUNDS	<u>570,789</u>	<u>228,524</u>	<u>-</u>	<u>799,313</u>

**Droitwich Spa and Rural Council for
Voluntary Service**

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2023**

17. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	119,693	(77,292)	42,401
Rotary House	152,296	(5,005)	147,291
	<u>271,989</u>	<u>(82,297)</u>	<u>189,692</u>
Restricted funds			
Community Builder	54,841	(6,573)	48,268
Community Fridge Fund	3,000	(2,421)	579
Community Transport Fund	-	(3,097)	(3,097)
Community Wellbeing	-	(142)	(142)
District Incident Management Team Fund	14,500	(13,130)	1,370
Food and Essential Supplies Fund	2,099	(1,106)	993
Holiday Activity and Food Fund	12,185	(6,044)	6,141
Household Support Grant fund	13,610	(9,662)	3,948
Miscellaneous Project Fund	4,380	(6,467)	(2,087)
Moving Forward	117,532	(102,913)	14,619
National Lottery Fund (Property Leasehold)	-	(6,064)	(6,064)
National Lottery Coronavirus Community Support Fund	-	(2,472)	(2,472)
National Lottery COVID 19	1	(21,642)	(21,641)
National Lottery Project Co-Ordinator	-	(1,583)	(1,583)
	<u>222,148</u>	<u>(183,316)</u>	<u>38,832</u>
TOTAL FUNDS	<u>494,137</u>	<u>(265,613)</u>	<u>228,524</u>

18. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2023.

19. PURPOSE OF FUNDS

UNRESTRICTED FUNDS

General Fund

This fund can be used for any charitable purpose approved by the trustees.

Operational Reserve Fund

This has been designated in order to support the charity whilst income-generating activities continue to return to pre-pandemic levels.

Rotary House

This has been designated in order to separate the income and expenditure of the newly-acquired trade and assets of Rotary Club of Droitwich Spa Charitable Trust and identify the net income/deficit attributable to this fund.

Winding Up Fund

This has been designated in order to provide sufficient funds to cover the cost of redundancy in the event of the charity winding up.

RESTRICTED FUNDS

Community Builder Fund

This fund is made up grant funding received from Wychavon District Council for a Community Builder post. The fund balance will be carried forward to the next financial year to be spent by 31 March 2024.

**Droitwich Spa and Rural Council for
Voluntary Service**

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2023**

19. PURPOSE OF FUNDS - continued

Community Fridge Fund

This fund is restricted for the purpose of providing a Community Fridge.

Community Transport Fund

This fund is restricted for the continued delivery and development of our community transport scheme in Droitwich and surrounding areas.

Community Wellbeing Fund

This fund was restricted to assist with the preparation and delivery of wellbeing care packages to the vulnerable and isolated during the pandemic.

District Incident Management Team Fund

This fund is made up of grant funding from the Contain Outbreak Management Fund and was received from Wychavon District Council in respect of vaccination hesitancy work and providing transport to vaccination centres.

Food and Essential Supplies Fund

This fund is restricted for the purpose of providing food courses in order to combat food poverty.

Holiday Activity and Food Fund

This fund was restricted for the purpose of providing meals and activities in the school holidays to Westlands residents who were eligible for free school meals.

Household Support Grant Fund

This fund is restricted for the purpose of assisting Wychavon residents and providing essential household support.

Miscellaneous Project Fund

This fund is restricted for grant funding which has been received for small one-off projects, including Platform Family Fun Day, Ukraine English Language Lessons, Warm Spaces and Community in Crisis.

Moving Forward

The restricted Moving Forward fund is a National Lottery Community fund project, to improve social mobility for the residents of Droitwich West.

National Lottery Fund (Property Leasehold)

The restricted National Lottery fund was used to purchase the leasehold property for use by the charitable company and is subject to certain restrictions. The terms of the fund agreement state, If the lease is sold within 80 years, the funds must be returned to the National Lottery.

National Lottery Coronavirus Community Support Fund

This fund was restricted to contribute towards the charity's overheads whilst our income streams were severely affected by COVID-19.

National Lottery COVID 19 Fund

This fund was restricted to support the charity and it's community through the challenges of COVID-19.

National Lottery Project Co-Ordinator

This fund was restricted to cover the associated costs of a project worker during the pandemic.

**Droitwich Spa and Rural Council for
Voluntary Service**

**Notes to the Financial Statements - continued
for the Year Ended 31st March 2023**

20. FUNDS HELD AS AGENT

The charity receives grant income from Worcestershire County Council which the charity then re-distributes as part of the Worcestershire Community Transport Consortium. During the year the charity received grant income of £3,500 (2022: £2,500) and re-distributed grants of £4,941 (2022: £1,248). At the year end the charity held £171 (2022: £1,612) of grant income yet to be distributed.

The charity also holds money on behalf of the Westlands Groups and distributes funds upon request. During the year the charity received grant income of £nil (2022: £4,045) on behalf of Westlands Stay & Play and Westlands Coffee & Craft and re-distributed funds of £1,990 (2022: £720). At the year end the charity held £1,335 (2022: £3,325) of funds yet to be distributed.