

VOLUNTEER CENTRE GREENWICH

Company No. 03832423 (England & Wales)
Charity no. 1081369

**REPORT OF THE BOARD OF TRUSTEES AND ACCOUNTS
YEAR ENDED 30 SEPTEMBER 2022**

Myrus Smith
Chartered Accountants
Norman House
8 Burnell Road
Sutton, Surrey
SM1 4BW

VOLUNTEER CENTRE GREENWICH

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VOLUNTEER CENTRE GREENWICH

REPORT OF THE BOARD OF TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2022

The Board of Trustees presents its report and audited financial statements for the year ended 30 September 2022.

Reference and Administrative Information

Charity Name: Volunteer Centre Greenwich

Charity Registration Number: 1081369

Company Registration Number: 3832423

Registered Office and
Operational Address: Equitable House
1st Floor
7 General Gordon Square
London SE18 6FH

Board of Trustees

| | |
|------------------|-------------------|
| Theresa Pini | Chair |
| Jonathan Fricker | Vice Chair |
| Deborah Wallis | Treasurer |
| Cheryl Chow | (until May 22) |
| Kate Askew | |
| Melanie Taylor | |
| Chris Grigsby | |
| Sarah Joseph | (from October 21) |
| William Wilson | (from April 22) |

Company Secretary Michelle Martin

Senior Management Team

| | |
|-----------------|--|
| Michelle Martin | Chief Executive |
| Nadine Fulker | Operations & Services Manager |
| Liz Cutajar | Supported Volunteering Project Manager |

Auditors Myrus Smith, Chartered Accountants, Norman House
8 Burnell Road, Sutton, Surrey SM1 4BW

Bankers Unity Trust Bank PLC, Nine Brindleyplace,
Birmingham B1 2HB

VOLUNTEER CENTRE GREENWICH

REPORT OF THE BOARD OF TRUSTEES YEAR ENDED 30 SEPTEMBER 2022

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Structure, Governance and Management

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 26 August 1999 and registered as a charity on 30 June 2000.

The company amended its Articles of Association, before formally changing the company name to Volunteer Centre Greenwich (VCG), extending its area of benefit to the rest of England. This enables the organisation to use online resources to notify members of the AGM and to accept proxy votes. The objects of the charitable company remain the same.

Recruitment and Appointment of Board of Trustees

The Directors of the Company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Board of Trustees. Under the requirements of the Articles of Association the members of the Board of Trustees are elected to serve for a term of three years and a maximum of nine years after which they may stand for re-election after standing down for one year.

The Board of Trustees seeks to ensure the needs of volunteers are appropriately reflected through the diversity of the Trustee body. To enhance the pool of Trustees, the charity proactively advertises and promotes access to the Board of Trustees by local volunteers.

Trustee Induction and Training

Potential new Trustee members are initially invited to observe a Trustee meeting following a meeting with the Chair. The potential trustee can then proceed to the application and interview process. If successful, new Trustees attend an induction session with the Chief Executive, this covers:

- The obligations of Board of Trustees members
- The main documents which set out the operational framework for the charity including the Articles of Association
- Resourcing and the current financial position as set out in the latest published accounts
- Future plans and objectives

An induction and information pack is given to new Trustees drawing on information from various Charity Commission publications and the Commission's Guide "The Essential Trustee". The pack also includes all the relevant papers and documents needed as well as minutes of the previous two Trustee meetings.

The charity also seeks to ensure a high level of skills and experience from the voluntary, community and business sectors as well as representation from local volunteer involving agencies.

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REPORT OF THE BOARD OF TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2022 /contd...

Trustee Induction and Training /contd...

In an effort to maintain this broad skill mix an annual skills audit of the Board is conducted. In the event of particular skills being lost due to changes on the Board individuals may be approached to apply for election.

Risk Management

The Board of Trustees has conducted its own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. External risks to the future funding for the core functions led to the diversification of funding, development of the consultancy and training provision and reduction in expenditure. However, the ability to generate income through our training and consultancy services was severely impacted during the pandemic. These services are starting to return but as yet are not back to usual levels.

VCG has undertaken a review of the strategic plan 2019-24 to ensure the strategic direction was current in light of the changes to services and ways of working during the pandemic. The plan still continues to build VCG's income generation and resilience.

Internal risks are minimised by the continuous improvement of procedures to ensure consistent quality of delivery for all operational aspects of the charitable company. Risk is closely monitored by the Board of Trustees using a robust risk assessment tool which is reviewed on a regular basis.

Organisational Structure

Volunteer Centre Greenwich has a Board of Trustees of up to 15 members who meet at least five times during the year and are responsible for the strategic direction and policy of the charity. At present the Board of Trustees has eight members from a variety of backgrounds relevant to the work of the charity. The Company Secretary also attends Board meetings but has no voting rights.

Day to day responsibility for the provision of services is delegated to the Chief Executive with assistance from the Senior Management Team. The Chief Executive is responsible for ensuring that the charity delivers the services specified, that key performance indicators are met, supervision meetings with each staff member are held and ensuring the team continue to develop their skills and working practices in line with good practice.

Related Parties

In so far as it is complementary to the charity's objects the charity is guided by both local and national policy. At a national level volunteering is guided by NCVO, at regional level through London Plus and at local level through the Volunteer Centre.

VOLUNTEER CENTRE GREENWICH

REPORT OF THE BOARD OF TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2022

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Objectives and Activities

Our vision

Lives and communities positively changed through volunteering.

Our mission

Enriching the lives of individuals and communities by enhancing the value of volunteering, through supporting and creating opportunities for all.

Volunteer Centre Greenwich aims to do this by:

- Promoting volunteering to disadvantaged groups and individuals
- Providing information and support to all people seeking volunteering opportunities
- Providing information and support to organisations seeking volunteers
- Providing support and training to volunteers and those who work with volunteers
- Promoting good practice around volunteering

Volunteer Centre Greenwich achieves the above by:

- Providing a signposting service for people in the RBG who wish to volunteer through a unique network of "outreach posts" which provide accessible information and appointments locally.
- Servicing the network of registered groups and organisations. Any not-for-profit organisation can register their volunteering opportunities with Volunteer Centre Greenwich and have access to information, support and training in best practice when involving volunteers.
- Promoting volunteering by attending local community festivals, leading on Greenwich Volunteers' Week in June each year and providing talks and presentations to groups.
- Promotion of volunteering through marketing and publicity.
- Developing innovative and new ways to reach all sections of the community through a range of development projects.
- Encouraging best practice and quality standards through providing a range of training workshops and published materials.

VOLUNTEER CENTRE GREENWICH

REPORT OF THE BOARD OF TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2022 /contd...

Achievements and Performance

Financial Review

The Charity's income was £390,398 in the year ended 30 September 2022 compared to £321,443 in the year ended 30 September 2021. Total expenditure was £366,924 in the period to 30 September 2022 compared to £290,177 in the year ended 30 September 2021. Unrestricted funds carried forward at 30 September 2022 were £54,977, an increase from £30,406 on the previous year, whilst restricted funds for ongoing projects at 30 September 2022 were £14,250.

After a very challenging couple of years the organisation has started to see its income generation start to return as the delivery of our training services started to build. Although not on the level pre pandemic, it has enabled us to build our reserves with this income.

We had already secured 3 years funding for the Supported Volunteering Project and The Emotional and Well-Being project and VCG continued to manage the volunteers for the vaccination programme until May 2022.

Funders have continued to be very supportive during this period.

Central Volunteer Centre Activities

2021/22 saw the continuation of the vaccination programme delivered to residents of the Royal Borough of Greenwich. More vaccination sites were opened to include all age groups and a rolling programme of recruitment of vaccination marshals continued throughout the first two quarters of this reporting period. With the introduction of mobile vaccination sites and NHS Pharmacies, the programme expanded its reach of recruitment of volunteers to increase capacity and provide support to vaccination sites across the Borough.

A rolling programme of 750 volunteers continued to be mobilised across this period with vaccination sites eventually starting to close down in May 2022. As the programme drew to a close, recognition events were held to recognise the enormous support from community residents giving their time volunteering in what has proved to be a remarkable cross sector and community collaboration in a difficult unforeseen time.

Recruitment of Community Champions also continued during this period providing important health and well-being information, service, and support.

A network of over 400 volunteers were actively engaged in this initiative, providing much needed connections with hard to reach communities. These communities were extremely vulnerable during the Covid-19 pandemic due to lack of access to services because of barriers that impede conventional connections.

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Through the success of the vaccination programme and as mass vaccinations drew to an end in May 2022 the Community Champions work was galvanised and recognised as an important method of empowering communities and meaningful connections that will remain part of the local authority's method of engagement around health and well-being services.

2021 emerged to be a period of time where many client facing services continued to work remotely under government directives, with many volunteering roles successfully transitioned to continue to support local people via communication and social platforms. However, many roles remain suspended. Events and outdoor activities started to open up in April and a gradual return to face to face services slowly re-emerged during the spring and summer months.

There was a massive emphasis on volunteering as we started to see the impact of furlough and redundancy on residents of the Borough during the pandemic. The demand of people seeking volunteering roles outweighed available volunteering opportunities.

As we moved into the autumn, services started returning to face to face delivery. Targeted recruitment for available roles proved to provide an effective method of matching local residents with available volunteering roles within the Borough (2154 volunteers signposted and recruited) and considerable work took place in capacity building 45 smaller volunteer involving groups and organisations with the development of volunteering programme policies and procedures.

Bridging Divides

VCG's work primarily focuses on the reintroduction of face to face roles and support from VCG to registered member organisations focusing on the development of risk assessed volunteering roles.

VCG worked with 51 organisations as services re-opened. Work focused on not only safety and well-being but also how safety is perceived by both volunteers and service users/clients, as this was just as important as assessing risk, it needed to be visible.

Transparent measures were implemented to ensure the well-being of volunteers re-engaging in roles. A large proportion of work was carried out on revisiting roles and risk assessments for the roles to look at emerging issues relating to individual volunteering roles. Safety of environment and how roles needed to change for this interim period, also how roles could transition if further emergency measures are introduced by Government directives.

Services and groups that emerged through the pandemic continue to receive one to one support to capacity build their volunteer involving programmes, continuing important connections and community engagement.

VCG remained present at collaborative strategic forums for influence and guidance in best practice in volunteering throughout this reporting period.

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REPORT OF THE BOARD OF TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2022 /contd...

Supporting Greenwich Volunteer Involving Organisations to adapt their volunteering programmes

Funding was secured from Royal Borough of Greenwich (RBG) Business Support Partnership to support our volunteer involving organisations in Greenwich to adapt and modify their volunteering programmes to continue to involve volunteers in both traditional and digital settings in a safe and Covid-19 secure way. This involved:

- working with members to continue or expand their services.
- adapting traditional volunteering roles considering new ways of involving volunteers.
- supporting smaller groups to set up a safe relevant volunteering programme.
- providing local residents with a diverse range of Covid-19 safe volunteering opportunities.

Some organisations had no policies or procedures in place at all and so the whole programme was developed over a few months. Others had some in place and the gaps identified and developed.

45 groups were involved in the project.

70 role descriptions developed and promoted.

60% of groups reported an increase in the number of volunteers recruited.

40% reported an increase in health and well-being

23% reported an increase in employability skills

Quote

'This has been very beneficial to us. We haven't recruited any volunteers yet but helped us to put together best practice and policies. This means we can be confident to start including volunteers in what we do. The volunteer management training we received was excellent. The team is really good and thanks for your help'.

Recognition 100 and 250 Awards

June 22 saw the re-introduction for face-to-face events for National Volunteers Week (1st – 7th June) and traditional methods of celebrating volunteering were able to take place.

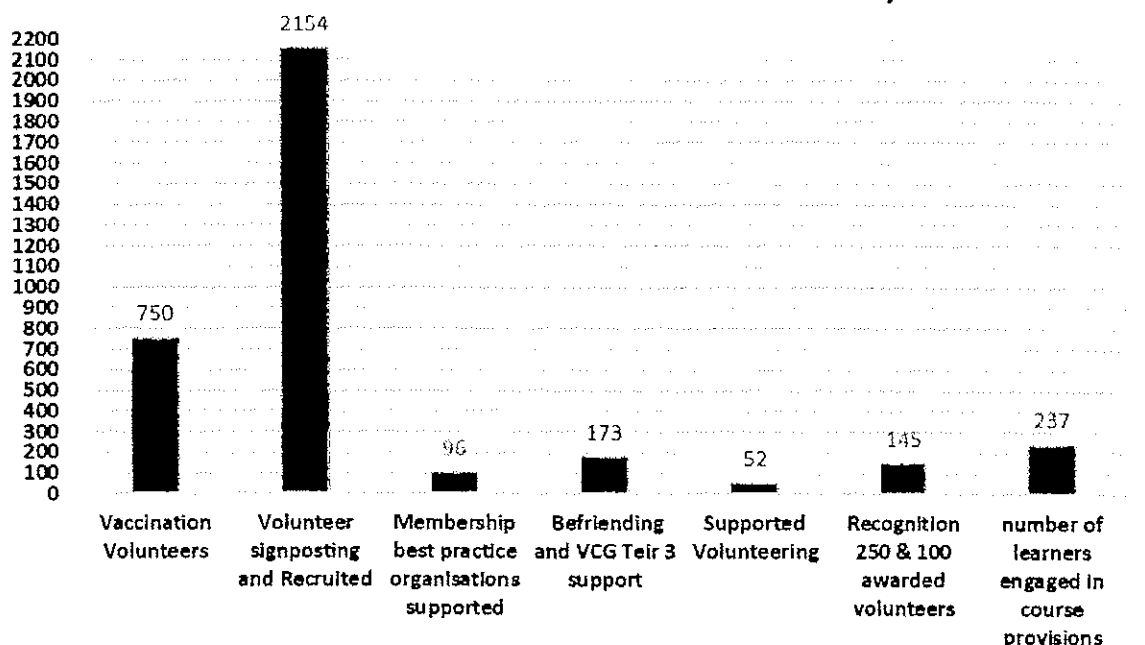
VCG held a very welcomed and well needed Recognition 250 Awards Ceremony in partnership with the Royal Borough of Greenwich and Mycenae House. 20 Organisations nominated their volunteers to attend for afternoon tea and to receive their recognition certificates, presented by the Worshipful Mayor of Royal Greenwich, Councillor Leo Fletcher and Councillor Adel Khaireh.

A wide diverse range of volunteers from roles that support community work across the Borough, received the recognition and thanks for their dedication and hard work from before and during the pandemic. 105 volunteers received postal awards across the Borough from the Mayor of Greenwich and Volunteer Centre Greenwich for 100 hours of volunteering.

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Volunteer Centre Greenwich Services 21/22



Consultancy and Training October 2021 - September 2022

October 2021 saw the start of a two-year contract secured under the Adult and Community Learning framework, delivering adult and community courses across the Royal Borough of Greenwich to local residents.

The contract incorporates a programme of delivery of community-based learning, ranging from interpersonal skills, customer service, bereavement, equality and diversity and safeguarding to introductory workshops on topics such as administration, mentoring and information, advice and guidance skills.

This reporting period has seen work focusing on the development of learner engagement and the incorporation and implementation of Ofsted standards in line with the Adult and Community Learning contract.

As organisations across the borough re-emerge from furloughed service provision, VCG delivered training in volunteer management best practice and bespoke training packages to member organisations, volunteer managers, charity and statutory organisations. In this instance the transition to online training has made workshops more accessible to volunteer managers with managers stating that cutting out the travel to and from venues has made attending the full programme of workshop easier!

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January 2022, VCG were finally able to return to face-to-face delivery under government guidelines, providing a blended learning environment that fully supports the diversity of our client group. Learners have been excited to be able to spend time with their peers and actively practice and collaborate with guidance from their tutors.

What our learners say:

"The courses I have attended with VCG have helped me feel confident in pursuing my goals into education especially now as I have a little more time for myself and my self-improvement. I found the tutors helpful and very encouraging and would highly recommend to other learners. I have introduced my friends to take a similar route at VCG"

"I highly recommend the courses I have done and how helpful the tutors have been in encouraging and signposting me to further support assisting me in finding a job".

Number of learners attending courses delivered in this reporting period:

Workshop training 88
Accredited training 20

Retention 100%
Attainment 97%

Film Walking Tours

This year the Greenwich Film Walking Tours have seen a steady stream of bookings particularly in the autumn and spring. Covid still had an impact with tours taken off sale briefly in January due to the Omicron variant. However tours resumed in the spring and a new guide was recruited with extensive knowledge of Greenwich history, a welcome addition to the tour guides.

Film Tours were offered on a bespoke basis with people able to choose to some extent what filming locations they wanted to visit and if they had the stamina to make it up the hill to the "Bridgerton" House overlooking Blackheath!

VOLUNTEER CENTRE GREENWICH

REPORT OF THE BOARD OF TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2022

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Project Work

Supported Volunteering Project

This year Volunteer Centre Greenwich has run three Supported Volunteering projects. However, in April 2022 the funding for the Young People's Project ended. Fortunately, Volunteer Centre Greenwich were able to transition the young people remaining on this project onto the RBG funded project so that support could continue to these individuals.

This is the fourth year of Henry Smith funding, supporting older adults with a learning disability in Greenwich. The project has an employment focus and works in partnership with Unity Works. This year has seen a more settled period, with people on the project doing very well in terms of engaging with services, volunteering opportunities and moving into paid employment. 29 individuals have been supported by the project this year.

The project has had some great employment successes, with some individuals furthest from the job market finding paid work. Jobs secured included Quality Checking, working in schools and retail. The long-term support from mentors and project staff in addition to the volunteering experience has led to these positive employment outcomes.

The project has continued to work with community groups to develop and secure bespoke volunteering roles for individuals with learning disabilities and autism. New volunteering roles have been developed and new relationships have been built including with Queen Elizabeth Hospital and the Felix Project.

A volunteer taster day was held at Shrewsbury House Community Centre giving people the opportunity to try their hand at gardening, running sport sessions, organising craft sessions, decorating cupcakes, running a refreshment stand and volunteering in the library. It was a great success and lots of fun.

The volunteering gardening opportunity based at Shrewsbury House has been hugely successful. The project now looks after "Woodland Corner" and has taken over two planters which have been filled with herbs and other plants chosen by the volunteers. The team has grown to 7 volunteers this year. Feedback from Shrewsbury House which also supported the project in other areas of volunteering states:

'We have gained new volunteers and our gardens and grounds are being cared for regularly. Providing supported volunteering in and around our Community Centre has encouraged other, less confident people to get involved and make a difference and gain new experiences and make new friends.'

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REPORT OF THE BOARD OF TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2022

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Supported Volunteering Project /cont'd...

The Royal Borough of Greenwich Health and Adult Social Care funded project works to support people with more complex needs to access volunteering opportunities. This project commenced in April 2019 and is run in partnership with Unity Works and Advocacy in Greenwich. This year the project had 8 new referrals to add to the existing 10 active clients. This largely came about from the transfer of the Young People's Project referrals and an increased profile from our participation in the 100 Day Challenge review of Adult Social Care in Greenwich

The project continues to work on clear pathways to goals with our growing team of committed mentors supporting various mentees on the project. Feedback from Supported Living Managers, parents and carers continues to be positive *"we're very grateful for everything you are doing"* *"we cannot believe the change in behaviour since he started with you"*. The strong connections between mentor and mentee has led to several clients now considering employment goals and more independent travel for the first time. Combining the partnership with Unity Works, volunteer work experience, supportive in house training and one to one mentor support with CV writing, literacy support and interview preparation has proved invaluable, with two clients securing paid work.

The creation of a buddy role has proved successful over the past year, both for volunteer buddies and clients with complex needs who otherwise wouldn't be able to volunteer in their community. One of our volunteer buddies, out of work for many years, went on to secure a paid role as a school SEN mentor following her time as a 1:1 buddy and the completion of various VCG training courses. She has now gone on to establish a Saturday morning SEN youth programme demonstrating the holistic value of these projects.

The project continues to go from strength to strength occupying a valuable space in the Royal Borough Greenwich Day Services offer with four more years of funding secured in partnership with Unity Works and Mencap Greenwich.

A walking group specifically for people with a learning disability has also proved to be popular, with walks going out in all weathers. A variety of routes have been undertaken including trips under the Thames and a morning out on the Elizabeth Line. Walkers interests are incorporated into planning and have included a visit to the animals in Maryon Wilson Park and a lovely guided tour of St Georges Garrison Church. One of the key successes of this walk is the post walk tea and chat which has really helped build understanding of issues people are facing and opportunities to signpost and connect walkers with other services.

This year Volunteer Centre set up and produced a quarterly 'What's On in Greenwich for People with Learning Disabilities' newsletter shared widely across the Borough. The production of this newsletter provided several volunteering opportunities for clients. For one of these clients, this experience was instrumental in securing a work placement with the Council.

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Supported Volunteering Project /cont'd...

Volunteer Centre Greenwich continues to work with other providers of services for adults with a learning disability in the Borough and are part of the Challenge Group arising out of the Borough wide consultation and the One Stop Shop providing advice about services available for adults with learning disabilities and their carers.

Emotional and Well-being Support Project

The Emotional Well-being Support Project funded by the National Lottery continued to go from strength to strength this year, delivering an increased range of activities and support across the Borough to those isolated, lonely and vulnerable.

This year the project has provided one to one support for 97 individuals from a team of 55 project volunteers. A further 46 people attended one of the projects walking groups and 30 people attended project delivered activities. New volunteers have been recruited throughout the year and have been trained, supervised and supported to provide them with the skills to provide practical and emotional support and signposting skills.

The project has adapted its focus to support face to face befriending in addition to telephone befriending, with an increased focus placed on getting people to participate in their community and attend activities. 80% of those supported use the service to reduce loneliness and isolation and over 90 % reported feeling more connected having been a part of the project. Individuals report; feeling busier, having support to improve life, opportunities to change their careers, set goals, be around others, gain knowledge and feeling more confident and assertive.

"It has helped me join community and friends, I know my befriender is always there to help me"

The project is widely connected with a range of referral partners including the Community Hub, Mind, OXLEAS and Adult Social Care. One of the key strengths of the project has been the ability to directly refer clients in crisis to further sources of support, including mental health crisis lines, adult social care, domestic abuse, and refuge services.

The project has continued to work in around the Borough's community centres to base activities walking groups and social groups, encouraging participation, and connect new people to opportunities. This year the project connected with Age UK to support their Nepalese project and with the arrival of Ukrainian refugees, the project extended its support translating project leaflets and targeted recruitment of Ukrainian speaking volunteers.

The range of activities the project now provides enables individuals to benefit from mental wellbeing, exercise, connecting with the community and companionship. Digital support sessions have been introduced for those that are digitally excluded.

VOLUNTEER CENTRE GREENWICH

REPORT OF THE BOARD OF TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2022

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Emotional and Well-being Support Project /cont'd...

The project has introduced a range of new activities as part of its delivery model for the second year. With policies and procedures developed so that volunteers can visit housebound clients who have physical or mobility issues providing much needed support and companionship. With the rise of cost of living the project has engaged with the local authority, voluntary sector organisations and government initiatives to plan a range of mechanisms to support people struggling with bills. This includes providing information on community meals and warm Hubs as well as becoming a referral partner for the Greenwich Food Bank.

One of the greatest strengths of this project is the ability to be innovative and to adapt support to the changing needs of individuals. Whilst it originated as a project to help alleviate the isolation of the pandemic it has now become a much-needed source of support for those struggling with prolonged poor mental wellbeing due to uncertainty, insecurity and anxiety over rising costs. Attending one of the project activities or speaking to a befriender is often the highlight of someone's week.

How Our Activities Achieve Public Benefit

In setting our objectives and planning our activities, the Board of Trustees has given careful consideration to the Charity Commission's general guidance on public benefit. Our purpose, main activities and who we try to help have been described above. All our charitable activities focus on promoting volunteering as a means of tackling social isolation and increasing health and well-being and are undertaken to further our charitable purposes for the public benefit.

We do this by offering a service to all the people of Greenwich who wish to access volunteering opportunities and the service is promoted through a wide and varied range of networks. VCG provides a service to two client groups; individuals who wish to volunteer and volunteer involving organisations.

In line with our aims and objectives, VCG supports registered voluntary and community groups to publicise their volunteering opportunities and advises on good practice when involving volunteers. This ensures a high-quality, diverse range of volunteering opportunities is available for the local residents of Greenwich.

We also offer training and consultancy input to organisations wishing to develop volunteering and have been actively involved in supporting the volunteering programmes in the Borough during the Covid-19 pandemic.

Our statistics show that our services have:

- Increased awareness locally and further afield about the value of volunteering for individuals and about good practice in volunteering;
- Developed a better understanding amongst decision makers and influencers about the contribution that volunteering can make as part of civil society;

VOLUNTEER CENTRE GREENWICH

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How Our Activities Achieve Public Benefit /contd

- Provided increased access into volunteering for people from different sections of the local community;
- Increased individual skills and confidence and prospects for employment.

Plans for Future Periods

The Covid-19 pandemic had an impact on delivery of our services as an organisation and continues to change the way we work. Working from home has become a regular feature for the organisation and a hybrid approach continues to be adopted.

This year VCG went through the commissioning process with The Royal Borough of Greenwich and has an application submitted with City Bridge Trust to seek continuation funding for our membership services.

Following the review of our strategic plan in 2022 and some reduction in funding, VCG has reviewed the structure of the organisation to streamline resources introducing new models of working and utilising digital resources thereby reducing costs. As ever, VCG is mindful of accessibility and will continue to ensure a variety of methods are available to ensure inclusivity.

VCG is very aware of the impact of not just the pandemic but now the cost of living crisis. We have been and will continue to try and source funding so that we can offer the Supported Volunteering Project to those with lived experience of mental health as our project for people with learning disabilities has clearly demonstrated the impact of this work on their confidence, increased social networks and employability.

The organisation remains committed to fundraising to maintain and develop existing core and project work to meet the aims and objectives for future development in line with the charity's objectives and strategic plan.

Trustees' Responsibilities Statement

The Trustees (who are also directors of Volunteer Centre Greenwich for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

VOLUNTEER CENTRE GREENWICH

REPORT OF THE BOARD OF TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2022

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Trustees' Responsibilities Statement /contd..

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP 2019 (FRS 102);
- 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;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the 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.

In so far as the trustees are aware:

- There is no relevant audit information which the charitable company's auditor is unaware; and
- The trustees have taken all steps that they ought to have to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

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

Auditors

A resolution to re-appoint Myrus Smith as auditors will be put to the Annual General meeting.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities and in accordance with the special provisions relating to companies subject to the small companies regime within part 15 of the Companies Act 2006.

Approved by the Board of Trustees on 12 May 2023 and signed on its behalf by:

Theresa Pini (Chair)
Trustee



REPORT OF THE INDEPENDENT AUDITOR'S TO THE MEMBERS OF VOLUNTEER CENTRE GREENWICH

Opinion

We have audited the financial statements of Volunteer Centre Greenwich (the 'charitable company') for the year ended 30 September 2022 which comprise the Statement of Financial Activities, Balance Sheet, Statement of Cash Flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 30 September 2022, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the trustees report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the trustees report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

REPORT OF THE INDEPENDENT AUDITOR'S TO THE MEMBERS OF VOLUNTEER CENTRE GREENWICH

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report (incorporating the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on pages 15 and 16, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

REPORT OF THE INDEPENDENT AUDITOR'S TO THE MEMBERS OF VOLUNTEER CENTRE GREENWICH

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:


- Enquiry of management and those charged with governance about actual and potential litigation or claims and the identification of non-compliance with laws and regulations.
- Reviewing minutes of meetings of those charged with governance.
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations.
- Auditing the risk of management override of controls, including testing journal entries and other adjustments for appropriateness; assessing whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.
- Performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud.
- Professional scepticism in course of the audit and with audit sampling in material audit areas.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.


Stephen Jones FCA (Senior Statutory Auditor)
For and on behalf of Myrus Smith
Chartered Accountants and Statutory Auditors
Norman House, 8 Burnell Road
Sutton, Surrey
SM1 4BW

12 May 2023

VOLUNTEER CENTRE GREENWICH

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 30 SEPTEMBER 2022

| | Note | Unrestricted Funds £ | Restricted Funds £ | 2022 £ | 2021 £ |
|------------------------------------|------|----------------------------|--------------------------|-----------------------|-----------------------|
| Income from: | | | | | |
| Donations and grants | 2 | - | 135,383 | 135,383 | 112,179 |
| Charitable activities | 3 | 12,286 | 242,729 | 255,015 | 209,264 |
| Total | | <u>12,286</u> | <u>378,112</u> | <u>390,398</u> | <u>321,443</u> |
| Expenditure on: | | | | | |
| Raising funds | 4 | - | 14,831 | 14,831 | 14,586 |
| Charitable activities | 5 | 28,984 | 323,109 | 352,093 | 275,591 |
| Running costs charged to funders | 5 | (41,282) | 41,282 | - | - |
| Total | | <u>(12,298)</u> | <u>379,222</u> | <u>366,924</u> | <u>290,177</u> |
| Net income | 9 | 24,584 | (1,110) | 23,474 | 31,266 |
| Transfers between funds | | (13) | 13 | - | - |
| Net movement in funds | | <u>24,571</u> | <u>(1,097)</u> | <u>23,474</u> | <u>31,266</u> |
| Reconciliation of funds: | | | | | |
| Total funds brought forward | 15 | <u>30,406</u> | <u>15,347</u> | <u>45,753</u> | <u>14,487</u> |
| Total funds carried forward | 15 | <u><u>£54,977</u></u> | <u><u>£14,250</u></u> | <u><u>£69,227</u></u> | <u><u>£45,753</u></u> |

All income and expenditure is derived from continuing activities.

The SOFA includes all gains and losses recognised during the period.

The notes form part of these financial statements.

VOLUNTEER CENTRE GREENWICH
Company No. 3832423 (England & Wales)

BALANCE SHEET
AS AT 30 SEPTEMBER 2022

| | Notes | 2022 | 2021 |
|-----------------------------|-------|----------------|----------------|
| | | £ | £ |
| Fixed assets | | | |
| Tangible Fixed Assets | 12 | - | - |
| Current assets | | | |
| Debtors | 13 | 21,648 | 32,725 |
| Cash at Bank | | 90,486 | 80,897 |
| | | <u>112,134</u> | <u>113,622</u> |
| Creditors: amounts | | | |
| falling due within one year | 14 | 42,907 | 67,869 |
| Net current assets | | <u>69,227</u> | <u>45,753</u> |
| Net assets | 16 | <u>£69,227</u> | <u>£45,753</u> |
| Funds: | | | |
| Unrestricted funds | | | |
| - General fund | 15 | 54,977 | 30,406 |
| Restricted Funds | 15 | 14,250 | 15,347 |
| Total funds | 15 | <u>£69,227</u> | <u>£45,753</u> |

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the directors and trustees on 12 May 2023 and signed on their behalf.



Deborah Wallis
Trustee and Treasurer

The notes form part of these financial statements.

VOLUNTEER CENTRE GREENWICH
Company No. 3832423 (England & Wales)

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 SEPTEMBER 2022

| | Notes | 2022 £ | 2021 £ |
|--|-------|-----------------------|-----------------------|
| Net cash inflow/(outflow) from Operating activities | 17 | 9,589 | 10,984 |
| Cash at bank brought forward | | <u>80,897</u> | <u>69,913</u> |
| Cash at bank carried forward | | <u><u>£90,486</u></u> | <u><u>£80,897</u></u> |

The notes form part of these financial statements.

VOLUNTEER CENTRE GREENWICH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2022

1. Accounting policies

General information and basis of preparation

Volunteer Centre Greenwich is a private company (No. 03832423) limited by guarantee registered in England and Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the "Reference and Administrative Information" on page 2 of these financial statements.

The charity constitutes a public benefit entity as defined by FRS 102. 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, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

Going Concern

The trustees consider that it is appropriate to prepare the financial statements on a going concern basis under the historical cost convention. This assumes that the charity will generate sufficient income and reduce its expenditure such that it will continue to increase the surplus.

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

Income recognition

Items of income are recognised in the financial statements when all of the following criteria are met:

- The charity has entitlement to the funds;
- any performance conditions have been met or are fully within the control of the charity;
- there is sufficient certainty that receipt of the income is considered probable; and
- the amount can be measured reliably.

Income from performance related grants and contracts is recognised as the charity earns the right to consideration through delivery of the specified services.

Expenditure recognition

Expenditure is recognised once there is a legal or constructive obligation to make payment to a third party, it is probable that settlement will be required and the amount can be measured reliably. Expenditure includes all irrecoverable VAT which is included as part of the relevant cost.

VOLUNTEER CENTRE GREENWICH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2022 /contd...

Expenditure recognition /contd...

Expenditure is classified under the following activity headings:

- Costs of raising funds comprises those costs associated with attracting voluntary donations and grants
- Expenditure on charitable activities comprises those costs associated with the delivery of the various activities and services for the charity's beneficiaries.

Expenditure includes those costs of a direct nature which can be allocated to a specific activity and also includes indirect costs, including governance costs that do not relate to a specific activity but are necessary to support those activities. Support costs are apportioned to each activity on the basis of staff time.

Fund accounting

Unrestricted general funds are freely available for use in furtherance of the objects of the charity and which have not been designated for specific purposes.

Designated funds are unrestricted funds set aside by the trustees for particular purposes.

Restricted funds are funds which can only be used in accordance with specific restrictions imposed by the donor or which have been raised for a particular purpose.

Tangible fixed assets and depreciation

Tangible assets costing more than £1,000 are capitalised and are stated at costs less accumulated depreciation.

Depreciation is provided so as to write off the cost of each asset, less estimated residual value, over its estimated useful life at the following annual rates:

| | |
|--------------------|-------------------|
| Computer equipment | 33% Straight line |
| Office equipment | 25% Straight line |

Leases

Operating lease rentals are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pensions

The charity contributes to Stakeholder Pension Schemes on behalf of its employees. These schemes are defined contribution pension schemes.

Contributions payable under these schemes are charged the Statement of Financial Activities in the year to which they relate. The charity has no liability under these schemes other than for the payment of those contributions.

Debtors and creditors

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairments are recognised in expenditure.

VOLUNTEER CENTRE GREENWICH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2022 /contd...

2. Donations and grants

| | Unrestricted | Restricted | Total 2022 £ | Total 2021 £ |
|------------------------------|--------------|-----------------|--------------------|--------------------|
| Opportunities for All | | | | |
| Royal Borough of Greenwich | | | | |
| Public Health - Vaccination | - | 62,566 | 62,566 | 62,746 |
| City Bridge Trust – Core | - | 47,817 | 47,817 | 49,433 |
| RBG Business | - | 25,000 | 25,000 | - |
| | <u>£Nil</u> | <u>£135,383</u> | <u>£135,383</u> | <u>£112,179</u> |

Of the £112,179 recognised in 2021 £Nil was in respect of unrestricted funds and £112,179 was restricted funds.

3. Income from charitable activities

| | Unrestricted £ | Restricted £ | Total 2022 £ | Total 2021 £ |
|---|-------------------|-----------------|--------------------|--------------------|
| Volunteering and Training Services | | | | |
| Royal Borough of Greenwich | - | 42,161 | 42,161 | 42,161 |
| Royal Borough of Greenwich – HAS | - | 34,620 | 34,620 | 38,484 |
| Training and consultancy fees etc | 12,286 | - | 12,286 | 15,360 |
| ACL – SFA Training | - | 60,000 | 60,000 | - |
| Befriending -DOH | - | - | - | 10,000 |
| Befriending – Big Lottery | - | - | - | 37,504 |
| Big Lottery – NEW funding | - | 50,846 | 50,846 | 12,658 |
| The Supported Volunteering Project | | | | |
| Job Centre Plus Flexible Fund | - | 5,777 | 5,777 | 11,553 |
| Henry Smith – OLD | - | - | - | 29,100 |
| Henry Smith – NEW | - | 49,325 | 49,325 | 12,250 |
| Greenwich Bus Tours | | | | |
| Entry fees | - | - | - | 194 |
| | <u>£12,286</u> | <u>£242,729</u> | <u>£255,015</u> | <u>£209,264</u> |

Of the £209,264 recognised in 2021, £15,554 was unrestricted funds and £193,710 was restricted funds.

VOLUNTEER CENTRE GREENWICH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2022 /contd...

4. Cost of raising funds

| | Direct Costs | Support costs | Total 2022 | Total 2021 |
|------------------------|-----------------|------------------|----------------|----------------|
| Fundraising activities | <u>£12,614</u> | <u>£2,217</u> | <u>£14,831</u> | <u>£14,586</u> |

All of the £14,586 expenditure recognised in 2021, was charged to restricted funds.

5. Cost of charitable activities

| | Direct Costs | Support Costs | Total 2022 | Total 2021 |
|-----------------------|-----------------|------------------|-----------------|-----------------|
| Volunteering services | <u>£302,491</u> | <u>£49,602</u> | <u>£352,093</u> | <u>£275,591</u> |

Of the £275,591 expenditure recognised in 2021, £36,928 was charged to unrestricted funds and £238,663 was charged to restricted funds.

Running costs of £41,282 (2021 : £37,767) were recharged to restricted funds.

6. Analysis of direct costs

| | 2022 £ | 2021 £ |
|---|-----------------|-----------------|
| Wages and salaries | 277,498 | 224,788 |
| Freelance consultancy fees | 9,269 | 6,189 |
| Staff, volunteer training and recruitment | 5,121 | 3,244 |
| Travel costs | 3,982 | 2,955 |
| Computers purchased | 1,896 | 6,149 |
| Volunteers week | 1,472 | 433 |
| Other direct costs | 3,253 | 4,775 |
| | <u>£302,491</u> | <u>£248,533</u> |

VOLUNTEER CENTRE GREENWICH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2022 /contd...

7. Analysis of support costs

| | 2022 | 2021 |
|---------------------------|----------------|----------------|
| | £ | £ |
| Office costs | 27,307 | 21,261 |
| Premises costs | 11,600 | 11,000 |
| Publicity & printing | 3,231 | 1,995 |
| Governance costs (note 8) | 7,464 | 7,388 |
| | <u>£49,602</u> | <u>£41,644</u> |

8. Governance costs

| | 2022 | 2021 |
|--------------------|---------------|---------------|
| | £ | £ |
| Wages and salaries | 5,046 | 5,012 |
| Audit fees | 2,418 | 2,376 |
| | <u>£7,464</u> | <u>£7,388</u> |

9. Net income

The net income for the year are stated after charging:

| | 2022 | 2021 |
|-------------------------|----------------|----------------|
| Auditor's remuneration | £2,418 | £2,376 |
| Operating lease rentals | <u>£11,000</u> | <u>£11,000</u> |

10. Trustees' remuneration and expenses

No trustees received nor waived any remuneration during the year (2021: none).

No trustees were reimbursed any expenses during the year (2021: none).

VOLUNTEER CENTRE GREENWICH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2022 /contd...

11. Staff costs

| | 2022 | 2021 |
|-----------------------|-----------------|-----------------|
| | £ | £ |
| Wages and salaries | 260,972 | 204,106 |
| Social security costs | 21,287 | 15,889 |
| Other pension costs | 12,899 | 9,805 |
| | <u>£295,158</u> | <u>£229,800</u> |

There were no employees who received total employee benefits (excluding employer pension costs) of more than £60,000, in the year to 30 September 2022 (2021 – None).

The total employee benefits received by key management were £112,892 (2021 : £110,521).

Under FRS102, employee benefits include gross salary, benefits in kind, employer's national insurance and employer's pension costs.

The average number of employees during the year was 9 (2021 : 7).

12. Tangible fixed assets

| | Computer Equipment £ |
|---|----------------------------|
| Cost: | |
| At 1 October 2021 and at 30 September 2022 | <u>16,840</u> |
| Depreciation: | |
| At 1 October 2021 and at 30 September 2022 | <u>16,840</u> |
| Net Book Value: | |
| At 31 October 2021 and at 30 September 2022 | <u>£Nil</u> |

VOLUNTEER CENTRE GREENWICH
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2022
/contd...

13. Debtors

| | 2022 | 2021 |
|----------------------------|----------------|----------------|
| | £ | £ |
| Due within one year | | |
| Grants receivable | 15,038 | 27,362 |
| Prepayments | 6,610 | 5,363 |
| Other debtors | - | - |
| | <u>£21,648</u> | <u>£32,725</u> |

14. Creditors:

| | 2022 | 2021 |
|--|----------------|----------------|
| | £ | £ |
| Amounts falling due within one year: | | |
| Trade creditors | 5,000 | 198 |
| Deferred grant income (analysis below) | 25,448 | 54,208 |
| Accruals and other creditors | 12,459 | 13,463 |
| | <u>£42,907</u> | <u>£67,869</u> |
| Deferred income analysis | | |
| Balance brought forward at 1 October 2021 | 54,208 | 47,204 |
| Additions in the year | 25,448 | 54,208 |
| Amounts released to incoming resources | (54,208) | (47,204) |
| Balance carried forward at 30 September 2022 | <u>£25,448</u> | <u>£54,208</u> |

15. Movement in funds

| | At 1 October 2021 | Income | Expenditure | Transfers between Funds | At 30 Sept 2022 |
|---|----------------------------------|-----------------|--------------------|--|--------------------------------|
| | £ | £ | £ | £ | £ |
| 2022 | | | | | |
| Restricted Funds | | | | | |
| Volunteering & Training Services | | | | | |
| RBG - Comm. Support Team | - | 42,161 | (42,161) | - | - |
| RBG - HAS | 3,594 | 34,620 | (35,313) | - | 2,901 |
| ACL - SFA training | - | 60,000 | (56,895) | - | 3,105 |
| NEW Lottery | 3,302 | 50,846 | (52,812) | - | 1,336 |
| The Supported Volunteering Project | | | | | |
| JCP | 4,578 | 5,777 | (10,368) | 13 | - |
| Henry Smith NEW | 3,185 | 49,325 | (50,871) | - | 1,639 |
| Opportunities for All | | | | | |
| RBG - Public Health - Vaccination | - | 62,566 | (62,566) | - | - |
| CBT Investing in Londoners | 688 | 47,817 | (44,777) | - | 3,728 |
| RBG - business | - | 25,000 | (23,459) | - | 1,541 |
| Total restricted funds | <u>15,347</u> | <u>378,112</u> | <u>(379,222)</u> | <u>13</u> | <u>14,250</u> |
| Unrestricted funds | | | | | |
| General Fund | <u>30,406</u> | <u>12,286</u> | <u>12,298</u> | <u>(13)</u> | <u>54,977</u> |
| Total funds | <u>£45,753</u> | <u>£390,398</u> | <u>£(366,924)</u> | <u>£Nil</u> | <u>£69,227</u> |

VOLUNTEER CENTRE GREENWICH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2022 /contd...

15. Movement in funds /contd...

Comparative information for the movement in funds in the previous year is as follows:

| | At 1 Oct 2020 | Income | Expenditure | Transfers between Funds | At 30 Sept 2021 |
|---|---------------------|-----------------|-------------------|-------------------------------|-----------------------|
| | £ | £ | £ | £ | £ |
| 2021 | | | | | |
| Restricted Funds | | | | | |
| Volunteering & Training Services | | | | | |
| RBG - Comm. Support Team | (20) | 42,161 | (42,162) | 21 | - |
| RBG - HAS | 99 | 38,484 | (35,201) | 212 | 3,594 |
| Befriending | 10 | 47,504 | (47,567) | 53 | - |
| NEW Lottery | - | 12,658 | (9,356) | - | 3,302 |
| The Supported Volunteering Project | | | | | |
| JCP | - | 11,553 | (6,975) | - | 4,578 |
| Henry Smith | (21) | 29,100 | (29,100) | 21 | - |
| Henry Smith NEW | - | 12,250 | (9,065) | - | 3,185 |
| Opportunities for All | | | | | |
| RBG - Public Health - Vaccination | - | 62,746 | (62,760) | 14 | - |
| CBT Investing in Londoners | 85 | 49,433 | (48,830) | - | 688 |
| Total restricted funds | <u>153</u> | <u>305,889</u> | <u>(291,016)</u> | <u>321</u> | <u>15,347</u> |
| Unrestricted funds | | | | | |
| General Fund | <u>14,334</u> | <u>15,554</u> | <u>839</u> | <u>(321)</u> | <u>30,406</u> |
| Total funds | <u>£14,487</u> | <u>£321,443</u> | <u>£(290,177)</u> | <u>£Nil</u> | <u>£45,753</u> |

Full details of the purposes of the funds can be found in the Trustees' Annual Report.

16. Analysis of net assets between funds

Fund Balances at 30 September 2022 are represented by:

| | Unrestricted | | Restricted | Total |
|-------------------------|----------------|-----------------|----------------|----------------|
| | General £ | Designated £ | £ | £ |
| Current assets | 97,884 | - | 14,250 | 112,134 |
| Current liabilities | (42,907) | - | - | (42,907) |
| As at 30 September 2022 | <u>£54,977</u> | <u>£Nil</u> | <u>£14,250</u> | <u>£69,227</u> |

VOLUNTEER CENTRE GREENWICH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2022 /contd...

16. Analysis of net assets between funds/cont'd...

Fund balances at 30 September 2021 are represented by:

| | Unrestricted | | | |
|-------------------------|---------------------|-------------------|-------------------|-------------------|
| | General | Designated | Restricted | Total |
| | £ | £ | £ | £ |
| Current assets | 98,275 | - | 15,347 | 113,622 |
| Current liabilities | (67,869) | - | - | (67,869) |
| | <u> </u> | <u> </u> | <u> </u> | <u> </u> |
| As at 30 September 2021 | <u>£30,406</u> | <u>£Nil</u> | <u>£15,347</u> | <u>£45,753</u> |

17. Notes to the Statement of Cash Flows Reconciliation of (deficit)/surplus to net cash

| | 2022 | 2021 |
|--|-------------------|-------------------|
| | £ | £ |
| Surplus for the year | 23,474 | 31,266 |
| (Increase)/Decrease in debtors | 11,077 | (24,593) |
| (Decrease)/Increase in creditors | (24,962) | 4,311 |
| | <u> </u> | <u> </u> |
| Net cash outflow from operating activities | <u>£9,589</u> | <u>£10,984</u> |

18. Operating Lease Commitments

At 30 September 2022 the total minimum lease payments due under non-cancellable operating leases are as follows:

| | 2022 | | 2021 | |
|--------------------------|-------------------------------|-------------------|-------------------------------|-------------------|
| | Land and Buildings | Other | Land and Buildings | Other |
| | £ | £ | £ | £ |
| Within one year | 2,750 | 2,975 | 2,750 | 2,975 |
| Within two to five years | - | 5,949 | - | 8,924 |
| | <u> </u> | <u> </u> | <u> </u> | <u> </u> |
| | <u>£2,750</u> | <u>£8,924</u> | <u>£2,750</u> | <u>£11,899</u> |

19. Taxation

As a registered charity, Volunteer Centre Greenwich is not liable to tax on its charitable activities.

VOLUNTEER CENTRE GREENWICH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2022/contd...

20. Related Party Transactions

There were no related party transactions in 2022 or 2021 other than those set out in Note 10.

21. Contingent Assets

The charity has been awarded several multi-year grants but not all of the amounts awarded have been recognised as either income or deferred income. This is because the charity recognises income based on specified or implied timeframes. The amount of funding awarded but not recognised as at 30 September 2022 is £219,682 (2021 : £298,858).

