

Charity Registration No. 1081381

Company Registration No. 04024662 (England and Wales)

COMMUNITY ACTION NETWORK

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024



10 Bridge Street
Christchurch
Dorset
BH23 1EF

COMMUNITY ACTION NETWORK

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COMMUNITY ACTION NETWORK

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr P Tarrant - Chair of Finance	
	Rev P Martin Broad - Chair	(Appointed 31 December 2023)
	Ms D Clifton	
	Ms P Sharp	
	Ms L Jump	
	Mr S Agarwal	
	Mr R Ogwuazor	(Appointed 30 September 2023)
	Ms Hazel Walker	(Resigned 31 December 2023)
	Ms Zoe Bradley	(Resigned 30 June 2023)
	Ms Sarah Dexter	(Resigned 31 August 2023)
	Ms Olivia Girling	(Resigned 31 August 2023)

Secretary	Mr S J Place	(Resigned 1 March 2023)
	Ms A Leyland	(Appointed 1 March 2023)

Staff

Lucy Bradley	CAN Wellbeing Collaborative Pathway Coordinator
Amy Collins	Volunteering Development Lead
Gareth Dunning	CAN Wellbeing Collaborative Pathway Coordinator
Kelly Hewitt	CAN Wellbeing Collaborative Pathway Coordinator
Michelle Holland	Administration Officer
Nazia Islam	CAN Wellbeing Collaborative Marketing and Administration Officer
Francesca Kopanycia-Reynolds	Office Co-ordinator
Emma Lee	Partnerships Manager
Amy Leyland	Office Manager and Executive Assistant
Karen Loftus	Chief Executive
Rachel Pascoe	Office Coordinator
Steve Place	Senior Advisor
Rassu Rana	Management Accountant
Hannah Rees	Engagement Lead
Andrew Robertson	Project Officer
Liz Soffe	Volunteering Coordinator
Christopher Small	Training and Support Administrator
Louise Stewart	Funding Advisor
Abi Squires	CAN Wellbeing Collaborative Volunteer Coordinator
Rachel Trickey	Transformation Lead
Rebecca Stalker	Senior VCS Development Lead
Bethan Hopkins	Communications Lead
Marcus Chapman	CAN Wellbeing Collaborative Pathway Coordinator
Nikki Sanderson	CAN Wellbeing Collaborative Pathway Coordinator
Abigail McQueen	CAN Wellbeing Collaborative Pathway Coordinator

COMMUNITY ACTION NETWORK

LEGAL AND ADMINISTRATIVE INFORMATION

Volunteer to Stop Covid temp team

Debbie Braddock	Senior Volunteering Coordinator	Resigned
Gordon Ferguson	Senior Volunteering Coordinator	Resigned
Louise Harfield	Senior Volunteer Coordinator	Resigned
Nigel Rodgers	Recruitment and Deployment Officer	Resigned

Charity number 1081381

Company number 04024662

Principal address Beech House
28-30 Wimborne Road
Poole
Dorset
BH15 2BU

Registered office Beech House
28-30 Wimborne Road
Poole
Dorset
BH15 2BU

Auditor TC Group
10 Bridge Street
Christchurch
Dorset
BH23 1EF

Bankers Co-operative Bank
Charities Aid Foundation
Virgin
United Trust Bank
Shawbrook

COMMUNITY ACTION NETWORK

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2024

The trustees present their report and financial statements for the year ended 31 March 2024.

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

Trustees who served during the year are listed on page one, under legal and administrative information.

Community Action Network is a company limited by guarantee and we are governed by our Articles of Association. The organisation is often referred to as CAN as our operating name.

The Trustees present their report, together with the accounts for the year to 31 March 2024, which have been audited.

1. Structure, Governance and Management

The organisation was set up in 1972 as Bournemouth Helping Services and subsequently registered as a charity. It became a charitable company limited by guarantee on 30th June 2000 and became an accredited Council for Voluntary Service. It changed its name to Bournemouth Council for Voluntary Service (BCVS) in the same year. It adopted a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company winding up, members may be required to contribute an amount not exceeding £10.

In 2019 Poole Council for Voluntary Service merged with BCVS. On 29 March 2019 a Deed of Transfer was signed by both organisations to transfer the assets of Poole CVS to BCVS and the merger of the two organisations was confirmed. Further it was agreed to trade as Bournemouth and Poole CVS, from 1 April 2019. In August 2019 at a special meeting of members, it was agreed to change the name to Community Action Network.

Community Action Network is a member of the National Association for Voluntary and Community Action (NAVCA) and holds their Quality Standard which is the national quality award for Councils for Voluntary Service.

The overall strategy of CAN is led by the Board of trustees, who have co-created our vision and mission along with our Together We CAN five-year plan. Financial oversight on a day-to-day basis has been delegated to the Finance Committee of which the Chair of the Board of Trustees is a member. The Finance Committee make recommendations on spend and budget to the Board who discuss and have final sign off. Significant changes and new projects are brought to the Board by the Chief Executive by way of costed proposals for discussion scrutiny and sign off. To aid this process, agendas and supporting papers are sent to trustees at least one week before the meeting. In emergencies the Chair of the Board takes decisions that are reported to the Board, very often seeking a view from other trustees. A Scheme of Delegation has been agreed by the Board – updated annually to help make it clear what decisions can be made and by who.

In December 2023 our Chair of Trustees Hazel Walker stepped down after many successful years with CAN and formerly with Bournemouth CVS. Our Vice Chair Martin Broad has stepped up and is already making an active and effective chair.

COMMUNITY ACTION NETWORK

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

FOR THE YEAR ENDED 31 MARCH 2024

Membership is free and open to all local voluntary and community organisations providing a service in Dorset. Affiliate membership is open to organisations operating outside of the area, or that are part of the public sector. Business Supporter Membership is open to local businesses. Full details of CAN membership are on our website www.can100.org.

Managing risk - The Trustees have conducted a review of the major risks to which the charity is exposed, including financial (e.g., unexpected withdrawal of funding) and reputational (e.g. unexpected issues and complaints from volunteers). Where appropriate, systems or procedures have been established to mitigate any impact they may have on the charity. Financial risks are minimised by the implementation of internal control procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the premises. The Chief Executive presents a Health and Safety Report to Trustees on an annual basis. Policies and procedures are regularly reviewed to ensure that they continue to meet the needs of the charity.

Our 'Together We CAN' strategic plan has been reviewed and updated by Trustees. Trustees have referred to the Charity Commission's general guidance on public benefit in drawing up any plan. In particular, the Trustees have considered how activities contribute to our mission and charitable objects.

Major risks identified:

CAN's core grant funding from BCP Council came to an end in October. We successfully bid for a new contract over 5 years starting October 2023. However, this is with significantly reduced funding. Trustees discussed this at a Board meeting (minuted) and agreed to utilise our reserves and other project funding to continue to provide a full service in 2024/2025. Trustees have also instructed our Chief Executive to seek diversification in our funding platform.

Membership of the Board - members of the Board are nominated and elected by the membership at the Annual General Meeting. One third of the directors retires each year by rotation and are eligible for re-election. There is a maximum of twelve places on the Board. Five of those places are available for co-opted members who are recruited for specific skills. Co-opted members must be appointed each year on an annual basis. The Board reviewed their recruitment process and have introduced a revised Trustee Recruitment Policy, that Trustees felt was more robust. The full Board, which had 7 members at 31st March 2024, meets at least five times a year. A Finance Committee meets quarterly to ensure financial accountability and to enable more detailed planning to take place. All members of the Board give their time voluntarily and received no benefits from the charity during 2023/24. Any expenses reclaimed from the charity are set out in the accounts.

COMMUNITY ACTION NETWORK

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

FOR THE YEAR ENDED 31 MARCH 2024

Fundraising

Funds are raised by CAN through our core grants and project work - we have not engaged in any major fundraising activity, and not used a professional or commercial fundraiser.

We will always comply with fundraising standards and have not received any complaints about any fundraising activity. Should we undertake any fundraising activity in the future we will take every step to protect vulnerable people and other members of the public from behaviour which:

- i. is an unreasonable intrusion on a person's privacy
- ii. is unreasonably persistent
- iii. places undue pressure on a person to give money or other property

2. Cost of living crisis

1. We have been working to support local groups who are all effected in some way by the crisis. We were able to secure significant funds from NHS Dorset to support individuals through working in partnership with Citizens Advice BCP, and distributed grants to small charities and community groups to enhance their work in supporting the local community.
2. We continue to fund a part time Funding Advisor to support financial viability of the sector.

3. Strategy and vision

Our charitable objectives are:

1. To promote any charitable purposes for the benefit of the community in Bournemouth, Christchurch, Poole, Dorset and the surrounding areas (hereinafter called "the area of benefit") and, in particular, the advancement of education, the protection of health and the relief of poverty, distress and sickness.
2. To promote and organise co-operation in the achievement of the above purposes and to that end to bring together representatives of the voluntary organisations and statutory authorities within the area of benefit.

Our values inform our actions. Co-produced by trustees and staff, and aspiring to NCVO Charity Ethical Principle, they demonstrate the behaviour we expect from ourselves and others. We collaborate, are compassionate, inspirational, and act with integrity and respect.

We have a strong and recognisable vision and mission that informs our work.

We believe everyone deserves to live happy healthy lives in a good society that promotes fairness and social justice.

Our vision is that communities across the county of Dorset are strong, healthy, diverse and thriving.

There is a sense of community where everyone can play and active role. People volunteer and work for the causes and organisations which are close to their hearts, minds and values. We know that charities and community groups play a vital role in supporting health and wellbeing - creating and facilitating opportunities for participation, action and decision making in local communities.

Our mission is to champion and strengthen a thriving and influential voluntary and community sector.

We provide professional information, advice and training. We are collaborative - growing networks, building partnerships and supporting people to make a difference. We are compassionate advocates - inspiring social action and equitable representation.

COMMUNITY ACTION NETWORK

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

FOR THE YEAR ENDED 31 MARCH 2024

Our strategic goals:

1. Empower VCS organisations to deliver high-quality services sustainably
2. Enhance collaboration and influence to improve community well-being
3. Increase volunteer engagement and positive impact
4. Promote equity, diversity and inclusion
5. Strengthen the voluntary and community sector (VCS) infrastructure through member-led leadership
6. Sustain a strong successful charity

Grant making

We have made minimal use of grant making to further our charitable objectives.

4. Activity and impact

CAN is a collaborative charity and has cooperated this year in pursuit of our charitable objectives, detailed in more depth below, with:

- BCP Council
- Dorset Community Action (Charity)
- Dorset Community Foundation (Charity)
- Dorset Council
- Dorset Race Equality Council (Charity)
- Help and Kindness (Community Interest Company)
- NHS Dorset
- NHS Dorset HealthCare
- Public Health Dorset
- Volunteer Centre Dorset (Charity)

Grant making

We have made minimal use of grant making to further our charitable objectives.

COMMUNITY ACTION NETWORK

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

FOR THE YEAR ENDED 31 MARCH 2024

Our impact

A message from our Chair of Trustees, Martin Broad

Being Chair of Community Action Network is something worthwhile! By that I mean that working in close collaboration with the Trustees and the Operational staff, I am in a privileged position of overseeing what are many successes in our work across Bournemouth, Christchurch and Poole and Dorset.

This report gives you all an overview of the work that has been happening throughout the year and demonstrates an on-going commitment to our values and our desire to ensure a thriving Voluntary and Community Sector in our region.

You can also see in the report how we are very careful guardians of our financial assets, a further sign of our strength and yet again showing a determination in what are difficult times for our sector to uphold at the forefront of civic society all that the VCS offers.

On behalf of all Trustees, I note my personal gratitude to the Chief Executive Officer and the staff at CAN and also to all members, supporters and friends from all sectors. I note in particular our gratitude to all those who fund us. Without their affirmation of our work, YOU as stakeholders would not have the benefits of our service.

Karen Loftus, Chief Executive

This report is a testament to the incredible resilience and collaborative spirit of Dorset's Voluntary and Community Sector (VCS).

The past year has presented challenges, but we have weathered the storm and emerged stronger. We've welcomed a record number of new VCS organisations to CAN, solidifying our position as Dorset's largest infrastructure charity.

We have empowered members to navigate challenges and deliver impactful services. From fostering collaboration and knowledge sharing, to providing expert support and advocating for policy changes, we're committed to ensuring the VCS thrives. As we look ahead, I am filled with optimism.

With a growing and engaged membership, CAN is well-positioned to support the VCS sector and build an even more resilient Dorset for all.

COMMUNITY ACTION NETWORK

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

FOR THE YEAR ENDED 31 MARCH 2024

What difference have we made – our impact measured against our strategic goals:

1. Empower VCS organisations to deliver high-quality services sustainably

Achievements

- 411 Groups supported
- £400k + Secured in funding for VCS groups
- Provided expert support to 55 new VCS groups, improving their overall capacity.
- Delivered 51 training sessions on topics critical to VCS success, reaching 397 participants. 99% of individuals reported an increase in their knowledge following training
- 35 organisations supported with 46 hours of Funding Advice sessions, strengthening their financial stability
- Safeguarding project launched in Dorset Council area.
- New training/webinars includes Fundraising, Learning Disability & Autism, Dementia Awareness, DBS and AI
- The CAN Fundraising Toolkit has been reviewed and updated
- Funding search information for special interest groups is now available

Case Study

Waterside Weymouth Community Centre is a beacon of community engagement in the Park District, Weymouth - an area scored as 'Most' or 2nd/3rd scale on the UK Index of Multiple Deprivation (IMD).

Newly appointed trustees discovered the centre operating outside legal boundaries and sought assistance. CAN advised on governance and the creation of a new constitution, paving the way for increased access to funding opportunities.

Working closely with the new trustees, CAN helped address operational deficiencies, including the absence of proper policies and procedures and the lack of a lease for the building. Legal expertise was engaged to ensure compliance and safeguard the centre's future operations.

COMMUNITY ACTION NETWORK

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

FOR THE YEAR ENDED 31 MARCH 2024

2. Enhance collaboration and influence to improve community well-being

Achievements

- Wellbeing Grants launched – supporting people to leave hospital safely. 48 grants given in 2023/2024 with a total saving to the NHS of £226,000 or 452 hospital days in delayed discharges. In April and May 2024 additional 20 grants completed, meaning that to date we have supported 68 grants with a saving of around £325,000 or 650 hospital days
- We've been a key partner in the development of Access Wellbeing hubs in Poole and Weymouth, as part of the adult mental health transformation programme, working in collaboration with system partners. In its first month of opening, Access Wellbeing Poole received 403 visitors, the team gave advice on 316 occasions, including 1:1 support to those who needed it. CAN Wellbeing Collaborative are supporting the Wellbeing Coordinators, at the hubs, to connect people to what they need to support their wellbeing.
- VCS representation provided to 12 different Boards
- 300 people attending networks, for peer support and sharing intelligence and insights
- New networks launched because of need identified through our members, this year include:
 - o Leaders' network
 - o Going Green Together network
 - o LGBTQ+ network
 - o Disability Network
- 20,238 website visitors
- 4921 social media followers
- 151 eNewsletters sent keeping members up to date on all matter VCS related
- 35 events delivered on themes related to community connection or well-being
- 5 VCS Involvement Partners actively engaged in policy discussions
- 1080 services on the Access to Community Support and Services (ACSS) shared data set project – commissioned by NHS Dorset Mental Health team – over 300 professionals engaged
- 517 professionals accessing the Virtual Hub shows impact on professional practice.
- 248 Information Stations facilitated and around 690 people connected to needed services
- 22 new Wellbeing Volunteers recruited to support people to leave hospital and stay well – a participant told us 'Lovely talking to her, she is a lovely person. Sometimes when I am on a bit of a downer her voice really cheers me up - she just brightens the day!'

Case Study Social Isolation in BCP

CANs Wellbeing Collaborative was established to facilitate connections between residents and support services across the Bournemouth, Christchurch and Poole area and promoting wellness and independent living within the community.

For those who suffer from the effects of social isolation, there are often barriers to accessing support such as age, digital poverty or the overwhelming nature of online information.

CAN Information Stations (staffed by Pathway Coordinators and Wellbeing Volunteers) provide personalised support and information to individuals seeking assistance. 215 Information Station events have been delivered and approximately 600 individuals have directly engaged.

COMMUNITY ACTION NETWORK

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

FOR THE YEAR ENDED 31 MARCH 2024

3. Increase volunteer engagement and positive impact

New Initiatives

We're working in partnership with Bournemouth University to support implementation of their Employer Supported Volunteering Project, helping staff connect with a rewarding volunteering role.

Working in partnership with BCHA to design and deliver the Brighter Futures Course, aimed at people that want to volunteer but not sure where to start. The course builds confidence and knowledge enabling them to make that important step. A participant told us 'I am so happy I went on this course; it has given me so much direction in what I want for the next part of my journey. I have also gained a lot more confidence and self-worth. I know I can do and achieve something for myself.'

Achievements

- 238 volunteering opportunities advertised on behalf of local groups and public sector services on the Volunteering Hub
- 123 groups advertising vacancies on the Hub
- 689 people supported to volunteer
- 105 groups took part in 6 Volunteer Fairs enabling 100's of people to volunteer
- 427 people attended 61 outreach sessions
- 21 people attended Volunteer Coordinator networking session for peer support and advice.

Case Study

Bournemouth Symphony Orchestra needed new processes to recruit, support and retain volunteers. We worked with them to implement a volunteer management strategy, vacancy advertisement software and helped develop a volunteer onboarding process including:

- Reference checks to ensure a thorough vetting process
- Structured training and induction program including shadowing opportunities
- A clear policy for volunteer expenses
- Volunteer Agreements outlining expectations and responsibilities
- Framework for ongoing support and supervision of volunteers
- Strategies to acknowledge and value volunteers' contributions

COMMUNITY ACTION NETWORK

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

FOR THE YEAR ENDED 31 MARCH 2024

4 Promote equity, diversity and inclusion (EDI) within the VCS and communities

We are passionate and proactively tackling inequity, prejudice and racism through ongoing projects like our Trusted Voices initiative, and the new Ethnically Diverse Communities (EDC) project.

Achievements

- 10% Increase in Trusted Voices Champions
- 125 Trusted Voices Champions trained and ready to use their voice to improve messaging that helps their community recover well and stay well.
- EDI training plan to be rolled out in 2024
- Engagement and membership from groups supporting people with protected characteristics has grown by 50%
- National Lottery funded EDC project launched in partnership with Dorset Community Foundation, Dorset Race Equality Council and BCP Council, bringing life to diverse communities across Bournemouth, Christchurch and Poole, by fostering strong charities and community groups, where diversity thrives and voices are heard

Case Study

Kushti Bok supports Gypsy, Roma and Traveller people in Dorset. While distributing NHS Dorset funding for winter crisis support, we identified Kushti Bok as a group that would benefit from receiving funds.

Kushti Bok developed an activity programme, which resulted in 50 people attending advice sessions in Rossmore and West Howe. This helped them address critical needs, alleviate immediate crises and foster enduring positive transformations.

Through community-centred approaches and holistic support mechanisms, KB laid the groundwork for sustainable empowerment, social inclusion and improved health outcomes within the Gypsy, Roma, and Traveller communities of Dorset.

COMMUNITY ACTION NETWORK

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

FOR THE YEAR ENDED 31 MARCH 2024

5. Strengthen VCS infrastructure through member-led leadership

Achievements

- 400% growth in CAN membership over the past 5 years demonstrates our ongoing commitment to our members
- 139 new members in the last 12 months
- Championed 23 groups through our Community Hero in the Spotlight campaign – highlighting their work on local radio, social media and our website.
- 51 training sessions or workshops offered to members to strengthen their organisational capacity
- Launched Access to Healthcare - a partnership project supporting local charities and community groups to gather insight from key communities

Testimonials

INARA

"Thanks to CAN spotlighting us as a Community Hero, we have been offered further opportunities to highlight our work on wider platforms such as BBC Radio Berkshire, Solent, Oxford, Surrey, Sussex and Kent and opportunities to work with BBC Radio Solent too!"
Dorset Menopause

"I can't thank you enough for the conversation we had a few days ago, and all the information you have forwarded to me. I feel like I've found such amazing support to help us, and hold my hand through the next few daunting stages of making the CIC a success. I believe that CAN will be our guardian angel!"

COMMUNITY ACTION NETWORK

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

FOR THE YEAR ENDED 31 MARCH 2024

Challenges & Learning

Membership: Our members are at the heart of CAN – since 2019 we've seen an increase of nearly 400% in our membership, with more joining every day, demonstrating their trust in us and our position as Dorset's largest infrastructure charity. We work collaboratively with both VCS and Public Sector services, demonstrating that our focus will always be to strengthen and champion Dorset's Voluntary and Community sector.

Funding: The UK has been in an economic crisis that has severely impacted upon charities, and CAN are no exception. We've seen our essential core funding depleted, along with competing for funding to deliver our work. Trustees have overseen a diversification in our funding sources, and this along with healthy reserves has meant we can continue to fulfil our essential role. A strong fundraising plan supports our funding priorities going forward.

Recruitment / Organisational Development: We've recruited new staff and volunteers to the team, and this has been a challenge to our processes and practice around recruitment and induction. We've taken learning from a review to update and better utilise our online HR platform. We have a hybrid working policy that continues to work well with staff having the ability to work remotely. We have not seen any negative effect on output, in fact we've seen an upturn in staff productivity.

A thriving and sustainable sector: Our training and webinars continue to be very well received and impactful as they are based on identified need. We continue our offer for free or at the lowest rate possible.

Moving Forward - Strategic plan 2024

We have developed strategic goals to support our vision that communities are strong, healthy, diverse and thriving, by championing & strengthening a thriving and influential voluntary and community sector – we will:

- Empower VCS organisations to deliver high-quality services sustainably
- Enhance collaboration and influence to improve community well-being
- Increase volunteer engagement and positive impact
- Promote equity, diversity and inclusion
- Strengthen VCS infrastructure through member-led leadership
- Sustain a strong successful charity

Trustees are committed to CAN remaining at the heart of the local voluntary and community sector. They have set a target to increase membership by at least 120 in the coming year and we are confident we'll achieve that through active engagement with people and groups from micro community groups to larger charities.

We're looking forward to working collaboratively with our VCS, Health and Local Authority partners to deliver a series of new innovative and impactful projects this year, including:

- **Ethnically Diverse Communities** project - funded by the National Lottery, we're lead partners with Dorset Community Foundation, Dorset Race Equality Council and BCP Council. The project aims to bring life to diverse communities across Bournemouth, Christchurch and Poole, by fostering strong charities and community groups, where diversity thrives and voices are heard.
- **Early Help (Family Hubs)** - funded by BCP Council we'll be working with them and partners from across the sector to better support families, and give every child the best start in life.
- **Trusted Reviewers** - working with BCP Council to co-create services to help people achieve a better quality of life through a personalised approach.

COMMUNITY ACTION NETWORK

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

FOR THE YEAR ENDED 31 MARCH 2024

Policy on reserves

In line with Charity Commission advice CAN has a Reserves Policy to ensure viability beyond the immediate future and to provide continuity of service over the longer term. We are particularly aware of the need to cover contingency liabilities such as gaps in funding streams, cash flow and meeting the cost of redundancy payments to staff in the event that projects come to an end or that the organisation itself should be forced to close.

CAN allocates unspent money to three different types of funds in the accounts at the end of the financial year. These were:

- Restricted funds (£3,752,908) - unspent money from restricted grants
- Unrestricted funds (£646,659) - money that can be spent on anything which furthers the objectives of the charity
- Designated funds (£50,649) - part of unrestricted funds which is earmarked for specific activities. The trustees reserve the right to change the allocations in order to reflect changes in circumstances.

Our free available reserves at the year-end of £646,659 represent three months' worth of general funds expenditure which is within the target of 3 months set by the Reserves Policy.

Funds held as Custodian Trustee on behalf of others

We hold funds for the following organisations:

Bi-Polar Support Group £1,546.93

Small capacity of group, who are all volunteers, so have asked CAN to administer the grant funding. At the start of the year £883.17 was held in relation to Bi-polar Support Group. During the year donation received totalling £1,400 and costs incurred totalling £736.24.

Hurt to Healing £1,649

The charity is no longer operating but have insurance expenses to pay until Dec 2026. They have sought the support of CAN hold funds for this period. At the start of the year £1,649 was held in relation to Hurting to Healing. During the year the income received totalling £nil and the total costs was £346.50.

Total custodial funds held by CAN £3,195.93

COMMUNITY ACTION NETWORK

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

FOR THE YEAR ENDED 31 MARCH 2024

Income and spend rationale

Project funding has increased and been very healthy this year, with the Wellbeing Collaborative project extended initially to December 2024.

Essential Core funding:

CAN's principle funding is from a funding grants from BCP Council and NHS Dorset, which are monitored via service level agreements. The funding is used to deliver our charitable objects and an annual plan that defines our mission, objectives and measures of success. The majority of the funding is used to employ our staff and pay for offices in Poole. From April 2024 essential core funding from BCP Council is now under contract.

Project funding:

CAN Dorset Funded by Dorset Council. Supporting the sector by building resilience through providing free bespoke one to one expert advice, plus our popular training and webinars.

CAN Wellbeing Collaborative Funded by BCP Council. A fresh approach to helping people stay safe and well at home by connecting them with local community support.

Dorset Wellbeing Hubs Funded by NHS Dorset. An innovative collaboration bringing together the local community, led by the voluntary and community sector, working in partnership with our NHS and Council colleagues, to co-create firm foundations to enable individuals and communities to improve and promote their own health and wellbeing. We are strategic partners with NHS Dorset and are holding funds as we work with them and other partners to develop expressions of interest to deliver collaborative working and the hubs further. A budget/spend has been agreed between CAN and NHS Dorset to cover our costs.

Trusted Voices Funded by Public Health Dorset. A project initially to better cascade information about covid and vaccinations to communities that have been underserved by general public health communications. Now extended to supporting improving health inequalities.

Due to prudent financial management, CAN have not overspent on any budget this financial year.

Salaries are independently evaluated and set against local industry levels using the Croner salary benchmarking tool.

COMMUNITY ACTION NETWORK

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

FOR THE YEAR ENDED 31 MARCH 2024

Future plans

We remain in a strong position to deliver our vision and mission. Our Together We CAN Strategic Plan sets out objectives and how impact will be measured and reported.

Our mission is to champion and strengthen a thriving and influential voluntary and community sector.

We provide professional information, advice and training. We're collaborative - growing networks, building partnerships and supporting people to make a difference. We're compassionate advocates - inspiring social action and equitable representation.

Our strategic goals:

1. Empower VCS organisations to deliver high-quality services sustainably
2. Enhance collaboration and influence to improve community well-being
3. Increase volunteer engagement and positive impact
4. Promote equity, diversity and inclusion
5. Strengthen the voluntary and community sector (VCS) infrastructure through member-led leadership
6. Sustain a strong successful charity

Our reputation and presence has increased exponentially this past year, and we are working as a whole team to maintain this momentum.

Trustees have reflected on our strategic plan and consider it robust and fit for purpose.

COMMUNITY ACTION NETWORK

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

FOR THE YEAR ENDED 31 MARCH 2024

Statement of trustees' responsibilities

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

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

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent; and
- 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 of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

Auditor

TC Group were appointed as auditor to the company and a resolution proposing that they be re-appointed will be put at a General Meeting.

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

.....
Rev P Martin Broad - Chair
Trustee
Dated:

COMMUNITY ACTION NETWORK

INDEPENDENT AUDITOR'S REPORT

TO THE MEMBERS OF COMMUNITY ACTION NETWORK

Opinion

We have audited the financial statements of Community Action Network (the 'charitable company') for the year ended 31 March 2024 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including a summary of 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 31 March 2024 and of its incoming resources and application of resources, 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 Community Action Network 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.

COMMUNITY ACTION NETWORK

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE MEMBERS OF COMMUNITY ACTION NETWORK

Other information

The other information comprises the information included in the trustees annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual 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.

Opinions on other matters prescribed by the Companies Act 2006

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

- the information given in the trustees' Report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' 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 Community Action Network and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' 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 trustees' 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 trustees' report and from the requirement to prepare a strategic report.

COMMUNITY ACTION NETWORK

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE MEMBERS OF COMMUNITY ACTION NETWORK

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the Community Action Network for the purpose 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 Community Action Network'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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

Extent to which the audit was considered capable of detecting irregularities, including fraud

The objectives of our audit, in respect to fraud, are: to identify and assess the risks of material misstatement of the financial statements due to fraud; to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses; and to respond appropriately to fraud or suspected fraud identified during the audit. However, the primary responsibility for the prevention and detection of fraud rests with both those charged with governance of the entity and its management.

Our approach was as follows:

- We identified areas of laws and regulations that could reasonably be expected to have a material effect on the financial statements from our general commercial and sector experience, and through discussion with the trustees and other management (as required by auditing standards), and discussed with the trustees and other management, the policies and procedures regarding compliance with laws and regulations;
- We focused on specific laws and regulations which we consider may have a direct material effect on the financial statements or the operations of the charitable company, including the Companies Act 2006, the relevant tax compliance regulations in the UK, the legal and regulatory frameworks directly applicable to the financial statements reporting framework (FRS 102) and Charity SORP;
- We considered the nature of the industry, the control environment, business performance and KPI's for a charitable company;
- We communicated identified laws and regulations within the audit team and remained alert to any indications of non-compliance throughout the audit. These include Health and Safety, employment law and adequate insurances, including those required to be taken by 3rd parties;
- We considered and reviewed the procedures and controls that the charitable company has established to address risks identified, or that otherwise prevent, deter and detect fraud; and how senior management monitors those procedures and controls.

COMMUNITY ACTION NETWORK

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE MEMBERS OF COMMUNITY ACTION NETWORK

To address the risk of fraud through management bias and override of controls, we;

- a) performed analytical procedures to identify any unusual or unexpected variances.
- b) tested journal entries to identify unusual transactions.
- c) assessed whether judgement and assumptions made in determining the accounting estimates set out in financial statements were indicative of potential bias.
- d) investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed proceeds which included, but were not limited to;

- a) agreeing financial statement disclosure to underlying supporting documentation
- b) reading the minutes of meetings of those charged with governance
- c) enquiring of management as to actual and potential litigation and claims
- d) reviewing correspondence with HMRC, relevant regulator and the company's legal advisors as considered necessary.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <http://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.

Dean Pullen FCCA (Senior Statutory Auditor)
for and on behalf of TC Group

Statutory Auditor

Office: Christchurch

Date:.....

COMMUNITY ACTION NETWORK

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

	Notes	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Total 2023 £
<u>Income and endowments from:</u>					
Donations and legacies	3	10,030	-	10,030	188
Charitable activities	4	713,718	143,038	856,756	1,068,484
Other income	6	90,900	-	90,900	6,047
Total income		814,648	143,038	957,686	1,074,719
<u>Expenditure on:</u>					
Charitable activities	7	778,729	625,654	1,404,383	1,116,412
Net incoming/(outgoing) resources before transfers		35,919	(482,616)	(446,697)	(41,693)
Gross transfers between funds		16,707	(16,707)	-	-
Net income/(expenditure) for the year/ Net movement in funds		52,626	(499,323)	(446,697)	(41,693)
Fund balances at 1 April 2023		644,654	4,252,259	4,896,913	4,938,606
Fund balances at 31 March 2024		697,280	3,752,936	4,450,216	4,896,913

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

All income and expenditure derive from continuing activities.

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

COMMUNITY ACTION NETWORK

BALANCE SHEET

AS AT 31 MARCH 2024

	Notes	2024 £	£	2023 £	£
Current assets					
Debtors	12	232,688		20,644	
Cash at bank and in hand		4,311,396		4,983,391	
		<u>4,544,084</u>		<u>5,004,035</u>	
Creditors: amounts falling due within one year	13	(93,868)		(107,122)	
Net current assets			4,450,216		4,896,913
Income funds					
Restricted funds	14		3,752,936		4,252,259
<u>Unrestricted funds</u>					
Designated funds	15	52,114		78,117	
General unrestricted funds		645,166		566,537	
			<u>697,280</u>		<u>644,654</u>
			<u>4,450,216</u>		<u>4,896,913</u>

The financial statements were approved by the Trustees on

.....
 Rev P Martin Broad - Chair
 Trustee

Company Registration No. 04024662

COMMUNITY ACTION NETWORK

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2024

		2024		2023	
	Notes	£	£	£	£
Cash flows from operating activities					
Cash (absorbed by)/generated from operations	20	(671,995)		51,196	
Net cash used in investing activities			-		-
Net cash used in financing activities			-		-
Net (decrease)/increase in cash and cash equivalents		(671,995)		51,196	
Cash and cash equivalents at beginning of year		4,983,391		4,932,195	
Cash and cash equivalents at end of year		4,311,396		4,983,391	

COMMUNITY ACTION NETWORK

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

Charity information

Community Action Network is a private company limited by guarantee incorporated in England and Wales. The registered office is Beech House, 28-30 Wimborne Road, Poole, BH15 2BU.

On 4 November 2019 the charity renamed from Bournemouth Council for Voluntary Service to Community Action Network.

1.1 Accounting convention

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

The financial statements are prepared in sterling, which is the functional currency of the Community Action Network. Monetary amounts in these financial statements are rounded to the nearest pound.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

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

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Designated funds are unrestricted funds which have been earmarked for a particular purpose, within the objects of the charitable company, by the Trustees.

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

1.4 Incoming resources

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

VAT is accounted for on income where the charity is supplying a service subject to VAT.

Cash donations are recognised on receipt. Other donations are recognised once the Community Action Network has been notified of the donation, unless performance conditions require deferral of the amount.

COMMUNITY ACTION NETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

(Continued)

Legacies are recognised on receipt or otherwise if Community Action Network has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Resources expended

All expenditure is classified under the Charity's principle categories of charitable and other expenditure and all by the type of expenses.

Where applicable expenses are net of VAT.

1.6 Cash and cash equivalents

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

1.7 Financial instruments

The Community Action Network 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.

1.8 Employee benefits

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

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

1.9 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

1.10 Leases

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

1.11 Taxation

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

COMMUNITY ACTION NETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

2 Critical accounting estimates and judgements

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

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

The main critical accounting estimate requiring judgement is the split of income between restricted and unrestricted funds, the charity carefully consider the purpose, along with the terms and conditions over any income received in the year.

3 Donations and legacies

	Unrestricted funds	Total
	2024	2023
	£	£
Donations	10,030	188
	<u> </u>	<u> </u>

COMMUNITY ACTION NETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

4 Charitable activities

	Charitable Activities 2024 £	Charitable Activities 2023 £
Income from charitable activities	856,756	1,068,484
Analysis by fund		
Unrestricted funds	713,718	786,417
Restricted funds	143,038	282,067
	856,756	1,068,484

COMMUNITY ACTION NETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

5 Service Contract

Community Action Network received the following income in relation to service contracts during the 2024 year:

BCP - £415,192

This is split as follows:

- £263,192 CAN Well-being Collaborative
- £77,000 CAN Core Fund
- £70,000 Trusted Reviewer
- £5,000 CAN Volunteering Day

Dorset Council - £67,748

This is split as follows:

- £67,148 Dorset Council VCS
- £600 VCS Safeguarding, Training & Resources
-

Dorset Health Care - £34,104

This is split as follows:

- £28,207 Provision of Volunteers for Covid Vaccinations
- £5,897 Vaccine Inequalities Programme

NHS Dorset - £37,575

- £37,575 SMI Physical Health Check Project

CIC VCS Assembly - £13,500

- VCS Assembly

Bournemouth University- £4,989

- Volunteering development work

Faithworks Wessex - £833

- Food Hygiene Training

6 Other income

	Unrestricted funds	Restricted funds	Total	Total
	2024	2024	2024	2023
	£	£	£	£
Bank interest	90,900	-	90,900	6,047
	=====	=====	=====	=====
For the year ended 31 March 2023	1,713	4,334		6,047
	=====	=====		=====

COMMUNITY ACTION NETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

7 Charitable activities

	2024	2023
	£	£
Staff costs (see note 11)	760,433	761,188
Volunteer expenses	-	1
Post, stationery and photocopying	2,398	2,038
Subscriptions and publications	2,394	3,341
Telephone	11,003	11,266
Insurance	4,010	4,900
Advertising	9,890	22,350
Travel and subsistence	11,421	15,533
Rent	22,476	20,638
Conference costs	-	604
Refreshments	295	548
Premises expenses	7,499	10,064
IT support & financial management	28,506	29,020
Miscellaneous	2,683	-
Membership and subscriptions	1,320	-
Refurbishment costs - Access Wellbeing Hub	220,996	-
	<u>1,085,324</u>	<u>881,491</u>
Grant funding of activities (see note 8)	260,388	180,049
Share of support costs (see note 9)	13,403	14,911
Professional fees	45,268	39,961
	<u>1,404,383</u>	<u>1,116,412</u>
Analysis by fund		
Unrestricted funds	778,729	772,008
Restricted funds	625,654	344,404
	<u>1,404,383</u>	<u>1,116,412</u>

COMMUNITY ACTION NETWORK**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 MARCH 2024****8 Grants payable**

	2024	2023
	£	£
Christchurch Community Partnership	5,500	-
CoCreate Dorset CIC	7,998	-
Dorset HealthCare University NHS Foundation Trust	11,640	-
Dorset Race Equality Council	1,334	18,520
Home-Start Wessex	6,000	9,900
International Care Network	4,313	4,313
It's All About Culture	9,741	-
Nigerian Community in Dorset	8,000	-
Poole Communities Trust	8,000	-
Pramalife	79,795	4,986
The Lantern Trust (Weymouth)	108,067	-
VSCO expo	10,000	-
Action for Children	-	200
Age UK Dorchester LTD	-	500
Alacrify Foundation CIC	-	5,000
Bournemouth Gateway Club	-	2,545
Citizen's Advice BCP	-	50,000
Dorset Community Action	-	15,000
Dorset Youth Association	-	500
Help & Care	-	294
Kushti Bok	-	8,680
Poole Waste Not Want Not	-	7,200
Project Wired UK CIC	-	5,110
Recreate Dorset	-	9,400
Safe and Sound Dorset	-	5,000
SAMEE	-	5,200
SEDCAT	-	200
Team Dorset Athletics Network	-	7,000
The Friendly Food Club	-	9,728
The Nest Weymouth	-	500
Untapped (UK) CIC	-	4,900
Water Lily Cafe	-	5,373
	<hr/>	<hr/>
	260,388	180,049

COMMUNITY ACTION NETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

9 Support costs

	2023 £	2023 £
Accountancy fees	1,013	2,800
Trustee expenses	295	763
Payroll administration costs	2,235	2,067
Filming/ Promotional costs	2,859	1,781
Audit/Independent examination	7,000	7,500
	<u>13,402</u>	<u>14,911</u>

Governance costs includes payments to the auditors of £8,000 for audit fees (2023 £7,500).

10 Trustees

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

During the year £295 (2023 - £385) of expenses were reimbursed to Trustees.

COMMUNITY ACTION NETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

11 Employees

Number of employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
	25	25
Employment costs	2024	2023
	£	£
Wages and salaries	752,982	750,904
Staff training and recruitment costs	7,451	10,284
	760,433	761,188

Included in the above are social security costs of £61,760 (2023 - £58,424).

One employee received remuneration greater than £60,000, but lower than £70,000 in the current year (same employee in the previous year).

Total remuneration of key management personnel during the year was £138,072 (2023: £143,725) and employer's pensions was £6,232 (2023: £6,058). Pension contributions were paid for 28 (2022: 30) staff under a defined contribution scheme.

Volunteers

Our CAN vaccination volunteers dedicated 1,149 hours to support the 2023 Spring booster program which ran between 1st April to mid-June 2023. During this period, we assisted Dorset HealthCare in transitioning the volunteer programme in-house. Since January 2021, our vaccinations volunteers have contributed over 97,000 hours of their time.

In 2023/24, our Wellbeing Volunteer scheme expanded to 22 volunteers who supported 27 individuals with 12 weeks of telephone befriending or face-to-face visits. Additionally, our volunteers staffed information stations to guide members of the public to local services and avenues of advice and support.

COMMUNITY ACTION NETWORK**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 MARCH 2024****12 Debtors**

	2024	2023
	£	£
Amounts falling due within one year:		
Trade debtors	112,898	2,121
Prepayments and accrued income	119,790	18,523
	<u>232,688</u>	<u>20,644</u>

13 Creditors: amounts falling due within one year

	2024	2023
	£	£
Other taxation and social security	48,763	50,613
Trade creditors	34,306	21,972
Accruals and deferred income	10,799	34,537
	<u>93,868</u>	<u>107,122</u>

Included within accruals and deferred income is £2,849 (2023 - £20,510) of funds held on behalf of other organisations.

COMMUNITY ACTION NETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

14 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds				
	Balance at 1 April 2023	Incoming resources	Resources expended	Transfers	Balance at 31 March 2024
	£	£	£	£	£
Access to Health Care project	-	46,870	(35,558)	(11,312)	-
Asdan	40	-	-	-	40
Donation to local community groups	1,001	-	-	-	1,001
Dorset Wellbeing Hubs	4,205,482	-	(493,491)	-	3,711,991
Ethnically Diverse Community	-	30,941	(623)	-	30,318
Ethnically Diverse Research	3,021	-	(3,021)	-	-
One -off Wellbeing Grant	-	25,751	(25,748)	-	3
Poole Voluntary Service Fund	9,216	-	-	-	9,216
SMI Health Check	17,723	-	(17,723)	-	-
Sundry	166	-	-	-	166
Trusted Voices	-	34,482	(34,482)	-	-
Ukraine Infrastructure Fund	474	4,994	(5,267)	-	201
Winter Crisis 2022/23	15,136	-	(9,741)	(5,395)	-
	<u>4,252,259</u>	<u>143,038</u>	<u>(625,654)</u>	<u>(16,707)</u>	<u>3,752,936</u>

COMMUNITY ACTION NETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

14 Restricted funds

(Continued)

Donation to local community groups

This was funds received into CAN to be distributed to small charities/ community groups as specified by the owner.

Ethnically Diverse Research

Project to develop a model of delivery that meets the identified support and advice needs of ethnically diverse voluntary and community groups in BCP.

Poole Voluntary Service Funds

Funding for supporting specific Poole based projects.

SMI Health Check

Funded by NHS Dorset. Project to accelerate preventative programmes: support the gathering and analysis of local health inequalities insight and knowledge.

Trusted Voices

Funded by Public Health Dorset. A project to better cascade information about Covid and vaccinations to communities that have been underserved by general public health communications.

Access to Health care

Thanks to funding from NHS Charities Together we worked with Public Health Dorset to commission 5 community groups to understand the reasons why certain communities do not access healthcare appointments.

Ethnically Diverse Community

Through the National Lottery Communities Fund, we're working alongside Dorset Race Equality Council, BCP Council, and Dorset Community Foundation to develop local ethnically diverse communities, by working with the local charities and community groups that support them.

One-off wellbeing

Funded by Adult Social Care in BCP Council we are distributing small grants to individuals referred to us who require a something to enable them to be discharged from hospital quickly and safely – such as a deep clean of their property of a capital item like a fridge or microwave.

Dorset Wellbeing Hub

Funded by NHS Dorset. An innovative collaboration bringing together the local community, led by volunteer and community sector, working in partnership with our NHS and Council colleagues, to co-create firm foundations to enable individuals and communities to improve and promote their own health and wellbeing. We are strategic partners with CCG and are holding funds as we work with them and other partners to develop an expression of interest to deliver the hubs further. A budget/spend has been agreed between CAN and the CCG to cover our initial costs.

Ukraine Infrastructure Fund

Funded by NAVCA. Project to help the Ukrainian refugee crisis in Bournemouth, Christchurch and Poole.

Winter Crisis 2022/23

Funded by NHS Dorset. Short project working in partnership with NHS Dorset and Citizens Advice BCP to provide support to people most affected by the cost-of-living crisis.

COMMUNITY ACTION NETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

15 Designated funds

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

	Movement in funds				
	Balance at 1 April 2023	Incoming resources	Resources expended	Transfers	Balance at 31 March 2024
	£	£	£	£	£
Org development	37,791	-	-	-	37,791
Project development	31,398	-	(882)	(19,105)	11,411
Volunteer coordinator	7,851	-	(26,956)	19,105	-
Training	1,077	372	-	-	1,449
VCSO Expo	-	11,000	(9,537)	-	1,463
	<u>78,117</u>	<u>11,372</u>	<u>(37,375)</u>	<u>-</u>	<u>52,114</u>

Organisational Development

Funds from our reserves to be utilised to develop the organisation. Estimated expenditure date for this project is March 2025.

Project Development

Funds from reserves have been utilised to build capacity and contribute to improve productivity and sustainability of the organisation. Estimated expenditure date for this project is March 2025.

Volunteer coordinator

Funds from our reserves have been utilised to fund a Volunteer Coordinator role.

Training

Income received from training events to be utilised to fund training expenses. Estimated expenditure date for this project is March 2025.

VCS Expo

Funds have been utilised to highlight the amazing work local charities and organisations do and to find out more about how they work in partnership with the NHS and local authorities and how this relationship could be developed further or improved.

COMMUNITY ACTION NETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

16 Free Reserves Allocated 2023/24

Of the unrestricted reserves of the following has been allocated internally for the year ended 2025:

Office coordinator £15,000

The role is fixed term role.

Salary Uplift £16,000

Staff salary review should there need to be an increase in salary.

Sustainability Fund £135,032

Free reserves to sustain CAN for 3 months while alternative support for VCS is put in place, should our CORE funding cease.

Contingency Fund £45,000

Cover in line with Reserves policy for the long-term sickness, maternity/paternity leave.

CORE £195,800

To cover CORE expenses.

CAN wellbeing Collaborative £25,000

To cover Budget costs.

17 Analysis of net assets between funds

	Unrestricted	Restricted	Total	Total
	£	£	2024	2023
	£	£	£	£
Fund balances at 31 March 2024 are represented by:				
Current assets/(liabilities)	4,450,216	-	4,450,216	4,896,913
	<u>4,450,216</u>	<u>-</u>	<u>4,450,216</u>	<u>4,896,913</u>

COMMUNITY ACTION NETWORK

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

18 Operating lease commitments

At the reporting end date the Community Action Network had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2024 £	2023 £
Within one year	21,683	21,683
Between two and five years	2,567	23,317
	<u>24,250</u>	<u>45,000</u>

19 Related party transactions

There were no related party transactions during the year, other than those disclosed in the Trustees note.

20 Cash generated from operations

	2024 £	2023 £
Deficit for the year	(446,697)	(41,693)
Movements in working capital:		
(Increase)/decrease in debtors	(212,044)	31,136
(Decrease)/increase in creditors	(13,254)	61,753
Cash (absorbed by)/generated from operations	<u><u>(671,995)</u></u>	<u><u>51,196</u></u>