

REGISTERED COMPANY NUMBER: 04300967 (England and Wales)
REGISTERED CHARITY NUMBER: 1090253

Report of the Trustees and
Financial Statements
for the Year Ended 31 March 2021
for
Thurrock CVS (Community and Voluntary
Service)

Thurrock CVS (Community and Voluntary
Service)

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for the Year Ended 31 March 2021

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Report of the Trustees
for the Year Ended 31 March 2021

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ended 31st March 2021, which are also prepared to meet the requirements for a directors' report and Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statements of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OUR PURPOSE AND ACTIVITIES

The Objects of the Charity as set out in the Company Memorandum of Association are:

- To promote any charitable purposes for the benefit of the community in the local government district of Thurrock and its neighbourhood, including the Thames Gateway and South Essex and, in particular, the advancement of education, the protection of health and the relief of poverty, distress and sickness.
- To promote and organise co-operation in the achievement of the above purposes and to that end to bring together in council representatives of the voluntary organisations and statutory authorities within the area of benefit.

In achieving these aims we set out in 2020/21 the following five objectives:

1. Provide support and development for a strong and thriving voluntary, community, faith and social enterprise sector in Thurrock.
2. Local communities and residents will have a stronger voice to influence local decisions and services as a result of the opportunities we provide for dialogue and social action across all sectors.
3. Strengthening communities
4. Strengthen partnership and collaborative working.
5. Sustainability

The role and contribution of volunteers

Thurrock CVS values the support of its volunteers in the organisation. During the course of the year, we had over 500 volunteers (2019-20 - 35) who served as providers of administrative support, board members and project support. In the last year volunteers contributed 5,920 (2019-20 – 2,731) hours. We estimate their financial worth to Thurrock CVS by multiplying the hours contributed by a notional rate of the minimum wage. This results in an estimated contribution in the region of £52,747 (2019-20 - £20,675), excluding any national insurance, pension, recruitment or other costs that would normally be incurred by employers.

Achievements and Performance

This reporting year was very different to any previous year in the history of the Charity as in March 2020, the world was hit by the Coronavirus pandemic and in Thurrock all partners across the Voluntary Sector, Local Authorities and Health Services had to grapple with how to protect our communities from the impact of COVID-19 and support those most at risk. No area had a blueprint for a local response to this world wide pandemic, but in Thurrock we pulled on our experience of working in partnership to ensure we made the very best of the resources, skills and expertise available to us.

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All staff in Thurrock CVS were re-deployed to work on the Thurrock Coronavirus Community Action (TCCA) an operation that largely reflected the strengths within each sector. Thurrock Council focused on administrative capacity, with volunteer recruitment and management overseen by Thurrock CVS. Within the first week we were able to recruit over a 500 strong volunteer team that supported to help with the requests made to TCCA, especially practical tasks such as shopping, collecting prescriptions, welfare calls and dog walking. By April 21 we had received over 2500 referrals for support with shopping, collecting prescriptions, befriending etc.

During this period we continued our work with voluntary sector organisations to help support TCCA with tasks for residents, but also making sure the sustainability of the sector was maintained during this difficult time when activities had to close and move to online function. We assisted over 40 organisation access emergency funding to either change or support their delivery models.

As a result of COVID we were forced to close the Beehive Resource Centre which would in normal circumstances mean furloughing of many staff. However, with the help of both National Lottery Community Fund and Essex Community Foundation we were able to retain 95% of our staff in work by transferring them to roles assisting with the COVID response.

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As an infrastructure support organisation, our key function is to support and develop the voluntary, community, faith and social enterprise sector in Thurrock. We are provided a grant from Thurrock Council of £74,964 to deliver effective, information, advice, guidance, funding support and advocacy. During this financial year, consultation took place on 3 separate occasions to get a true understanding of the impact that COVID-19 had on their services, including conversations around funding and staff furlough.

Support was then tailored to help groups to meet the emerging demands being put on them including: moving their offer online, keeping up with the national restrictions and maximising on new emergency funding streams etc. Sector support continued over the period providing 1-1 personalised support and group support.

The keys areas of support to date have included:

- Funding searches
- Policy advice and model documents
- DBS service
- Virtual meetings with confidence training
- Returning to work after lockdown
- Volunteer recruitment
- Safeguarding
- Trustee training Roles and Responsibilities
- Meet the funder sessions- Lottery Community Fund, Essex community Foundation, BBC Children in Need

We continued working alongside partners to develop a collaborative approach to deliver support and training opportunities to the voluntary sector. Partners include Land of the Fanns, Thurrock Adult Community College, Southend Association Voluntary Services (SAVS) and Sported.

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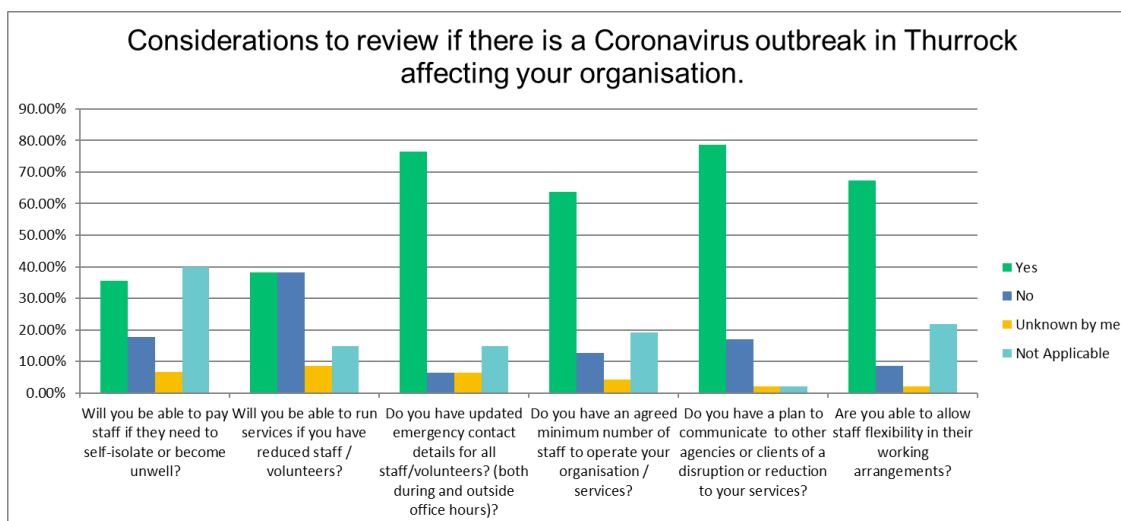
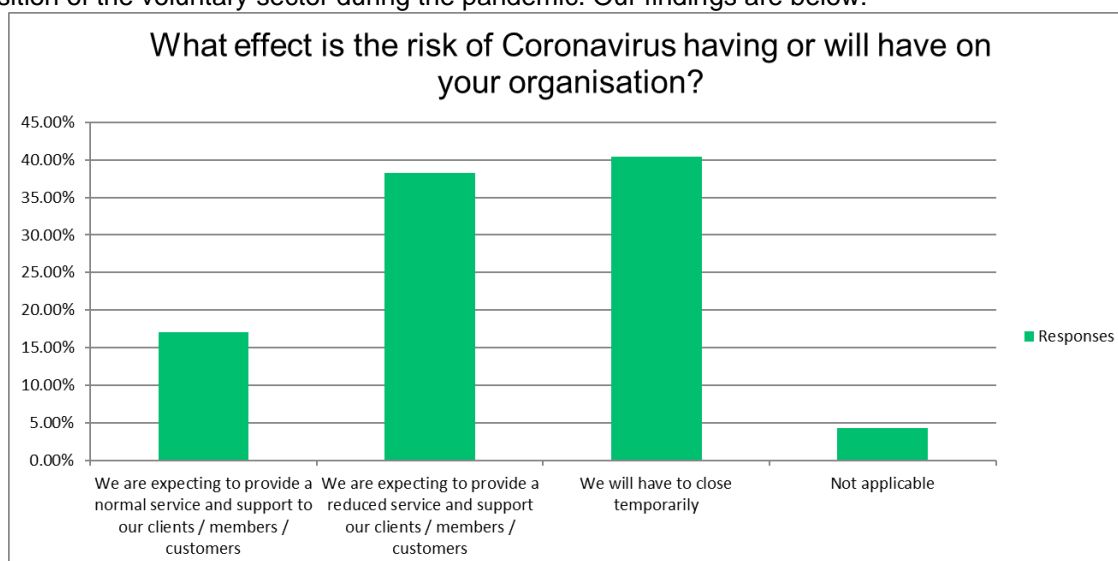
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We continue to support regular network and strategic meetings and we used the meetings as an opportunity for members to have an opportunity to provide peer emotional support to colleagues during the pandemic as well as looking at challenges organisations were facing.

As part of the role Thurrock CVS continues to administer the voluntary sector grants on behalf of Thurrock Council.

We include this administration function as part of our infrastructure support, so that we can provide capacity building to organisations that require additional support. During this year we administered both the Voluntary Sector Development Fund main grants and small grants. The panel comprises of Thurrock CVS, Thurrock Council, Portfolio holders and Community representation. The panel awarded 66 small grants of up to £4,000 to a range of groups and organisations with a particular focus this year on COVID emergency support and supporting Arts and Culture organisations the total amount awarded this year was £141,831 and administered 9 larger grants for core activity work totalling £328,848.

Every year we carry out research on the VCFSE in Thurrock, this year we decided to conduct three surveys on the position of the voluntary sector during the pandemic. Our findings are below:



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Community Development and Engagement

The role of the ngage project is to promote social action and encourage citizens, organisations and partners to work collaboratively to help improve the lives of the residents of Thurrock, and to solve problems that are important in their communities. The ngage project helps to shape and promote opportunities for active citizenship and social participation in Thurrock through the delivery of a number of projects to encourage and support in becoming more active within the local community. Examples of projects include:

- Volunteer Centre Thurrock
- Time Bank Thurrock
- Stronger Together Thurrock
- Our Road
- Thurrock Coronavirus Community Action (TCCA)
- Employee Supported Volunteering schemes
- Corporate Social responsibility (CSR) projects and support
- Thurrock Giving
- Bespoke volunteering
- Community Hubs programme
- Ad hoc community development and engagement projects and consultations such as SEAT, Forward Motion, CLLD, Whole Systems Obesity, Active Thurrock and more

Projects have a positive impact on health and wellbeing, poverty, unemployment, social exclusion, disability and loneliness, all of which can lead to some people becoming the most deprived in today's society. This could not be more evident than in the support provided by ngage and other CVS colleagues during the COVID Pandemic.



Thurrock Coronavirus Community Action (TCCA)

Following discussions within Stronger Together and Thurrock Council, it was agreed that Thurrock CVS, in recognition of our existing connections and reach into communities and groups, led on the community arm of Thurrock Community Coronavirus Action on behalf of Stronger Together and Thurrock Council.

In March 2020, the ngage team were re deployed into the TCCA and set about recruiting volunteers who could support with the daily referrals. A cloud based system was established that was easily accessible as we were all working remotely from home, but needed to collaborate effectively. A TCCA mobile was assigned to each of the team which helped us to stay connected to those people being supported and also Thurrock Council.

Through existing links with the volunteer centre, Timebanking and social media, we were able to recruit more than 500 people who were keen to offer their support to help local people through the pandemic.

It was useful that the team were able to call on contacts within the community and had an understanding of what was already available to support local people. This meant we could hit the ground running.

Requests were received daily with staff working shifts in order to cover the amount of support needed. During lockdown the team worked alongside other voluntary sector colleagues who were able to help support the high number of requests received.

By April 21 we had received over 2500 referrals for support with shopping, collecting prescriptions, befriending etc.

Although it is a lot quieter now, the TCCA team are still active supporting ad hoc requests and referrals and are ready and willing to step up if the need arose again.

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Volunteer Centre Thurrock

The volunteer centre in Thurrock is funded via the Voluntary Sector Development fund and receives a grant of £43,696 per annum. The Volunteer Centre adheres to a high standard of practice to ensure that volunteering is promoted, recognised and coordinated across the county. Commitment to this practice aims to ensure individuals have a positive volunteering experience and organisations benefit from consistent expert support.

Volunteering changed during the pandemic as many organisations and groups were unable to open and many were working from home and not in a position to support volunteers as they would have done.

However more than 500 people signed up to volunteer for the TCCA, with many volunteering for the first time. Although a lot of TCCA volunteers have now gone back to work, there is still a small cohort of people that continue offering their help and support.

Since the beginning of 2021 we have played an integral part in the roll out of the vaccination across Thurrock, and TCCA volunteers have been supporting the vaccination hubs.

Volunteering has played such a huge part in 20/21, and as a Volunteer Centre, we need to ensure that we maintain the profile of volunteering and do our best to promote the various forms of volunteering including micro volunteering, youth volunteering, employee volunteering and supported volunteering.

Time Bank Thurrock



Time Bank Thurrock is part of the Essex wide network of Time Banks which is funded by the National Lottery via Community 360.

Through Timebanking, people have the opportunity to give their time to help others, and each hour they give equates to a time credit which can be used to get help back in return when they want it. Timebanking can help people feel useful in society, whilst improving their self-confidence, skills and social networks.

This was seen more than ever during the COVID pandemic as Timebanking was used to support some of the ad hoc requests such as dog walking, gardening etc.

Many Time Bank members signed up to the TCCA and supported the ad hoc requests as necessary. Some took on telephone befriending roles which really made a difference to those people isolating who had no family or friends to talk too.

The Time Bank project has some great examples of people exchanging time to help each other during COVID for example:

Time Bank Story

During the pandemic we were contacted by the Local Area Coordinators to see if we had someone on the Time bank who could do some work in a garden for a funeral of a man who had been killed on his way to work in a road accident.

Due to the government restrictions at the time and limited numbers for funeral attendances, we were contacted to see if a member could tidy up the garden so family members and friends could pay their respects. We were fortunate to have a gardener as part of the Time bank and they didn't hesitate in offering their support, which meant they were able to have visiting friends and family visit in a socially distanced manner. They were very grateful for the support provided.

The Time Bank projects also supports other projects such as By Your Side project, Social Prescribing and Local Area Coordinating.

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Stronger Together Thurrock

Thurrock CVS works closely with many partners across Thurrock and are an active partner to Stronger Together Thurrock alongside other statutory, voluntary and health partners.

The partnership was set up as a response to support and promote local initiatives that engaged with communities and used as a vehicle to help local people understand and access information through the Stronger Together website, and promote the good things that are happening in Thurrock. Stronger Together work from an asset based approach and was instrumental in the development of Asset Based Community development in Thurrock. (Asset Based Community Development **draws upon existing community bonds** to build stronger, more sustainable communities for the future).

It was because of the strong existing partnership with Stronger Together that we were able to respond so quickly to the pandemic and work together to ensure that communities were supported with the TCCA.

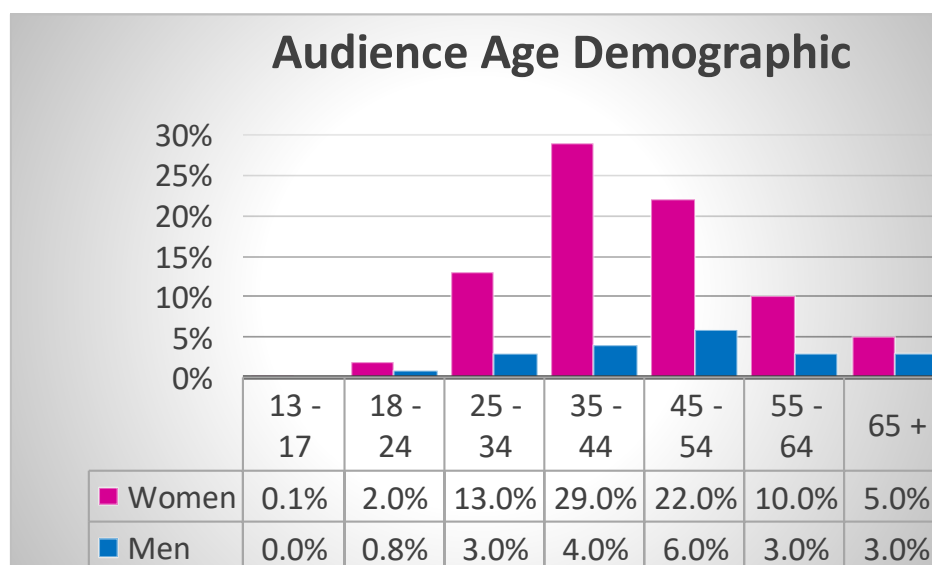
The Stronger Together Partnership held weekly TCCA operation meetings to consider local lockdown priorities and national intelligence. The group invited additional representation from other organisations across the borough to ensure we were representative and could respond effectively to local needs.

The Stronger Together website was used to promote the TCCA, and included other useful resources and support for communities. This was also supported by a social media campaign where messages were shared, promoted and became part of the community information channel about the COVID pandemic.

Stronger Together Social Media report

01/04/2020 - 31/03/2021

Facebook		Twitter	
Total Post Reach	45,025	Post Reach	136,159
Total Impressions	64,095	Profile Visits	1,177
Total Page likes	703	Followers	924



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Healthwatch Thurrock

Healthwatch Thurrock is currently funded by a 3-year contract of £125,186 per annum which comes to an end in November 2021. Healthwatch Thurrock is a National Independent Organisation with 153 Organisations across England, one in each Local Authority area. It has a National lead in Healthwatch England. Healthwatch Thurrock sits as a project within Thurrock CVS which enables it to use all the resources of the whole Organisation when carrying out pieces of engagement. The main business of Healthwatch Thurrock is to act as a consumer champion for health and social care across the Borough, to engage with and listen to residents' lived experience of using services and producing reports to highlight the issues and good experiences of those using the services. Healthwatch Thurrock also operate an information and signposting service around health and social care services available within Thurrock and listens to issues and complaints from residents, assisting them to take their complaint through the right procedures. Healthwatch Thurrock have seats on the Health and Wellbeing Board, Health Overview and Scrutiny Committee and other committees and Boards to share and feedback the lived experiences of the residents of Thurrock using services.

Healthwatch Thurrock have had another busy year, even though our face-to-face work within the community stopped due to the pandemic, we were still available on the phone and continued to take calls regarding access to services, asking for help and advice around the cancellation of hospital appointments and admissions, issues around the issuing and collection of repeat prescriptions and also for emergency access to dentists.

We used this time to check back on people who we had previously engaged with, especially those who we knew had engaged with us around their mental health and wellbeing, those we knew were already isolated at home due to long term conditions and disability and those who we had worked with around access to cancer services before Covid hit. The staff team within Healthwatch Thurrock were also redeployed to support the TCCA offer by TCVS, and carried out numerous welfare calls, took shopping lists, collected prescriptions and anything else that was required of them, working long hours alongside our TCVS Colleagues to meet the needs of the residents of Thurrock.

Although our engagement and events numbers are a lot lower than previous years, our contact numbers speak for themselves and show the absolute commitment of the whole staff team to make contact with residents and users of services. During the year we produced 5 independent reports and our annual report, all of which can be accessed on our website www.healthwatchthurrock.org

Our numbers for the year are as follows:-

550 – concerns/issues

36 complaints

3,161 contacts with adults

144 contacts with Children and Young People

632 calls for Information and Advice

216 contacts around Primary care Information and Advice (PALS)

Our Facebook numbers reached 21,368 with a total impression of 30,736

Twitter reached 9,872

Social Prescribing

Social Prescribing is a means of enabling primary care services to refer patients with social, emotional or practical needs to a range of local, non-clinical services. This service is provided as part of a model of partnership between the voluntary, community, faith and social enterprise sector (VCFSE) and GPs. Thurrock CVS has been running the successful Social Prescribing project for 4 years. We have a team of 5 social prescribing link workers whose main role is to develop a high-quality customer care service to Multi-Disciplinary Teams and Patients across the 4 Primary Care Networks (PCN) areas within Thurrock. Social Prescribing works for a wide range of people including those with one or more long term conditions, who need support with their mental health, who are lonely or isolated, who have complex special needs which affect their wellbeing.



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Social Prescribing sits as a project within Thurrock CVS and with the links into communities, groups and organisations fits well within the ethos of Thurrock CVS, it also helps us to identify gaps in services and monitor waiting lists for support for Thurrock residents

2020 into 2021 has seen some significant changes to the project, not only in the impact that the pandemic has had on people and services, but the way the contract is delivered. The contract and funding for the project from its inception has been part of the Thurrock Better Care Fund, which saw Health and Adult Social Care, Mental Health Services and Community Services all working together to jointly commission services across Thurrock. As of April 2020, the Social Prescribing service became a service commissioned by PCN's. This resulted in some changes to the delivery of the service, seeing the Social Prescriber Link Workers being moved into specific PCN's across the Borough and becoming embedded into the Primary Care extended workforce, changes to workplace and systems has been a challenge at times, but as always, the team stepped up and even with a large increase in numbers of referrals have worked hard and are committed to ensuring the changes have not impacted patients.

The pandemic also saw some changes to the way the service was delivered as it moved from face-to-face meetings with patients to telephone contact and also the numbers of referrals around Mental Wellbeing and Debt increased significantly. The Social Prescribing numbers reflect the high level of demand for the service, and for the first time there is now a waiting list for patients in 3 out of 4 PCN areas.

Following are figures for Social Prescribing 2020 – 2021

Number of referrals – 1,007

Number of contacts made – 3,785

Welfare calls – 121

Referrals into VSC Organisations within Thurrock 2,427

Referrals to Local Area coordinators 45

Referrals to statutory services 509



By Your Side

By Your Side (BYS) home from hospital project sits within Thurrock CVS and was set up and designed to support people who are being discharged from hospital to help facilitate their discharge home, and to support them once home with shopping and prescriptions.

The actual work undertaken can involve joint visits with Social Workers to the property before discharge, overseeing cleaning and adaptations, taking delivery of hospital equipment and overseeing set up, fitting key safes to allow safe access for carers and community nurses. It can involve helping to move someone's belongings from their home to sheltered accommodation, to step down placements or to Residential Placements. The work changes from day to day and from client to client, but is always busy, with very much a 'can do' attitude of the team.

The team also ensure they refer any person they are supporting into Voluntary and Community services within Thurrock as appropriate for continued support once they have completed their input which is usually after 6 weeks. They also share the Micro Enterprise list so that patients can identify services to support them going forward if they wish to.

The past year has been a very different year for the whole world, with the pandemic having a massive effect on every corner of people's lives and on services supporting the most vulnerable in our communities. The BYS Team, led by Ruby Summers stepped up and continued to ensure patients discharge from hospital was not delayed to ensure beds were made available for the increasing numbers of COVID patients needing hospitalisation. They also worked hard within the TCCA to deliver food and medications to the community of Thurrock and carried out many welfare checks on people isolated in their homes.

Although the numbers of referrals from the hospital dropped during the pandemic, there continued to be a constant stream of discharges, all supported by the project. The numbers below speak for themselves:

Referrals and people supported for discharge – 1,054

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On all referral forms completed by the Hospital or Adult Social Care we ask how many bed days and how many Social Care hours were saved by the BYS project's intervention the following are the numbers given.

Hospital Bed days saved total for year – 1,137

Social Worker/Planners hours saved total for year – 1,161

We are looking at our strategic plans for the project for the future, and we have identified many areas where this project could expand and increase the offer to so many other areas within the Hospital Trust and Community, including the Ambulance Service. We are hopeful that we can increase the capacity and offer with increased funding and look forward to updating the new BYS offer in next year's Annual Report.

Public benefit statement

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. Thurrock CVS provides public benefit through improving the lives of residents and communities of Thurrock through our support for voluntary and community organisations, training and supporting their staff and trustees, and providing representation of the voluntary and community organisations with strategic partners. Along with the projects that we deliver to support individual residents across Thurrock.

FINANCIAL REVIEW

The year under review was a highly successful one for the charity with a net planned surplus of £65,886 (2020 – deficit £88,963) on gross income of £902,514 (2020 - £740,115). The financial position at the year-end revealed by the Balance Sheet on page 20 shows net current assets or working capital of £545,697 (2020 – £468,170). The net book value of fixed assets held, all of which are used directly for charitable purposes, amounted to £491,105 (2020 – £502,746).

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In 2021 total reserves closed at £1,036,802 this was due to planned additional income received to be spent in coming years. The Beehive Resource Centre is from where the charity operates and as such it is not a cashable asset.

Principal funding sources

- Thurrock Council. Voluntary Sector Development Fund
- Thurrock Council. Healthwatch Thurrock contract
- Primary Care Networks. Social Prescribing
- Income generated through rental of the Beehive.
- The National Lottery Fund

Investment powers and policy

The Investment Policy of the charity is for uncommitted funds to be retained in a portfolio of banks and building societies earning interest where possible. The charity will not invest funds in accounts or instruments involving risk and the portfolio will be diversified so as to minimise the risk of loss in the event of the failure of the bank or building society. The Charity will endeavour to ensure that amounts held in any one institution do not exceed the Financial Services. Compensation Scheme thresholds (currently £85,000).

Reserves policy

As at the year-end accounts showed reserves of £1,036,802 (2020 - £970,916), of which £662,493 (2020 - £664,434) was restricted. In addition, the Trustees have set aside designated funds £87,960 (2020 - £77,960) for the specific purposes of building maintenance and redundancy. The unrestricted funds not designated or invested in tangible fixed assets held by the charity are £281,004 (2020 - £255,816).

The reserves policy of the charity is to maintain a level of unrestricted reserves to cover:

1. Between 3 and 6 months of necessary core expenditure to allow for an ordered shut down of the charity including redundancy costs and for suitable management arrangements to be made for ongoing activities, and
2. Any amounts needed to cover either capital or unrestricted revenue commitments in existence at the year end.

Total unrestricted funds as at 31 March 2021 were £374,309 which after allowing for unrestricted revenue commitments and closure costs amounted to 4.5 months total unrestricted, budgeted 2021-22 commitments.

Charitable and political donations

During the year the company made no political or charitable donations.

It was agreed by trustees for the financial year April 2020 to March 2021 our main focus will remain the priorities set in March 2018 for the next five years.

In particular the trustees focused the Charities attention in April 2020 to March 2021 to:

1. To focus on providing a COVID response for the Voluntary Sector and Communities across Thurrock.
2. To ensure our work with groups and organisations provided sustainability for the sector during the pandemic
3. To ensure the Voluntary Sector and Communities were represented at a strategic level, highlighting the importance of the sector during the pandemic.

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In addition, we continued to support our work set out in our Strategic Plan to:

1. Provide support and development for a strong and thriving voluntary, community, faith and social enterprise sector in Thurrock.

- We will provide training and access to training for new and existing VCFSE organisation that build on their skills and capacity to enable them to work more efficiently and effectively. Capacity building opportunities will be made available through peer support, partnerships between smaller and larger organisations and signposting to other resources
- We will pilot new initiatives that do not attract contract funding where needs are currently unmet with an aim to become stand-alone or absorbed by a more appropriate organisation
- We will encourage organisations and community groups to come together to tackle issues, supporting them to secure resources and funding

2. Local communities and residents will have a stronger voice to influence local decision and services as a result of the opportunities we provide for dialogue and social action across all sectors.

- Through Healthwatch Thurrock we will ensure that the local residents and VCFSE are well informed in order to have a voice in shaping policy and decision-making.
- We will encourage residents to participate in society and strengthen local communities.
- We will strengthen our relationships with the business community in order to help them meet their Corporate Social Responsibility (CSR). This maybe through volunteering their skills and expertise, resources including monetary or additional to support communities and the sector.

3. Strengthening Communities

- We will work with communities enabling them to become empowered and sustainable to develop approaches they think will work best to tackle the problems they face.
- We will encourage residents to become more active within their community through; volunteering, timebanking or taking part in local initiatives.
- We will continue to develop and grow the Stronger Together partnership.

4. Strengthen partnerships and collaborative working

- We will work effectively with strategic partners and VCFSE to promote and strengthen collaborative working and to maximise resources.
- We will support statutory partners to deliver its strategic objectives to change the relationships with the community by building and strengthening the capacity within the VCFSE sector.
- We will embed the local VCFSE in the service delivery pathways developed by statutory partners, focusing on specialisms that can provide a reach into those communities.

5. Sustainability

- We will explore ways of continuing to deliver high quality services with reduced resources, through the use of increased online tools, new models of income generation and flexible staff.
- We will continue to administer and develop grants in partnership with Thurrock Council and explore opportunities to involve other strategic partners within the VSDF programme.
- We will explore models of income generation that includes paid for services to complement free services and provide additional resources for the VCFSE sector.
- Work closer with Southend CVS to pilot secondment opportunities for shared learning.

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STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Thurrock CVS is a registered charity and a company limited by guarantee. The company was established under a Memorandum of Association that established the objects and powers of the charitable company and is governed under its Articles of Association last amended November 2009. There are currently 156 members (2019/20 - 127) each of whom agrees to contribute £1 in the event of the charity being wound up.

Appointment of trustees

Trustees are selected from those who volunteer their services. Anyone may volunteer. In determining who to appoint Trustees have regard to the qualifications and experience of potential Trustees. Applications are invited in particular from persons with experience of voluntary and community services and from persons with senior management experience in the charitable sector.

Under the requirements of the company's Articles one third of the Trustees resign annually and are eligible for re-election.

The charity has a wide range of support, engagement and representative functions and, as a result, seeks to ensure that the knowledge and experience of the Trustees covers a wide range of voluntary and community activities, sector representation, leadership development and strategic level decision-making in addition to business and management skills.

All Trustees give their time voluntarily and receive no benefit from the charity. Any expenses reclaimed from the charity are set out in note 10 to the Accounts.

Trustee induction and training

New trustees undergo an induction programme. All trustees are notified of relevant workshops, training days and seminars concerning issues relevant to good governance and to best practice in the voluntary & community sector. During the year the Board attended a number of away days to continue the process begun in the previous financial year of formulating a strategy for the organisation for the next five years.

Organisation

The board of Trustees administers the charity by means of the Board which meets bi-monthly. All Trustees are also Directors of the Company for Companies Acts purposes. Board members are appointed by the Annual General Meeting with one third of the board standing down each year. The board is responsible for the strategic direction of the charity and for policy decisions. In addition to maintaining an overview of the organisation's activities, the Board also controls HR policies and appointments and makes all decisions involving major investment or expenditure.

A Chief Executive is appointed by the board to manage the day to day running of the charity. The Chief Executive has delegated authority for operational matters including finance, human resources and the delivery of services to people supported by the organisation, within certain limits. Decisions which will commit the charity beyond these limits require the approval of the board.

Conduit Funds

Thurrock CVS administers grants on behalf statutory partners. The Panel meets each year to consider applications for funding for organisations working across Thurrock. Voluntary Sector Development Fund (VSDF) grants are made for funding towards bids where applicants can demonstrate impact against the Community Strategy Priorities: Build pride, responsibility and respect to create safer communities. Public Health grants are made for funding towards bids where applicants can demonstrate impact against tackling obesity and promoting healthy weight and working with citizens to reduce mental health inequalities.

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Voluntary Sector Development Fund

The VSDF panel comprises of 7 panel members: 3 representatives from the board of Thurrock CVS, 1 representative from Thurrock Council Communities and Equalities team. The Portfolio holder and shadow portfolio holder for neighbourhoods and an independent representative from CVS Chelmsford. The panel will consider applications and make informed recommendations to the Corporate Director of Adults, Health and Housing of Thurrock Council who has delegated responsibilities to make the final decision.

Related Parties

Thurrock CVS was formed by the voluntary sector within Thurrock as a membership organisation to provide support and guidance to charitable and other voluntary groups working for the benefit of the people of Thurrock. The charity, therefore, has close working relationships with many groups and organisations.

The board of TCVS comprises 10 individuals none of whom individually are in a position to control or exert significant influence over the decisions of the charity.

Apart from the board there are a number of other significant stakeholders including members and Thurrock Council, Thurrock CCG and Basildon and Thurrock University Hospitals NHS Foundation Trust none of whom exercise a degree of influence or involvement with the charity sufficient to be deemed a related party.

Pay policy for senior staff

The pay structure for all employees is based on the nationally agreed NJC pay scale. Increases to pay scales are generally based on the nationally negotiated percentages. Pay scale reviews and the pay scale that is set for each role, including for all senior staff, is considered by the personnel sub-committee of the Executive Committee (EC), which makes recommendations to the full EC to make the final decisions

Internal Control

The Trustees have overall responsibility for ensuring that the charity has appropriate systems of internal control across the entire organisation. Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements follow best practice. They are also responsible for safeguarding assets of the charity and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The systems of internal control are designed to provide reasonable, but not absolute, assurance against material misstatement or loss. Internal control processes implemented by the Trustees include:

- Regular consideration by Trustees of financial results, variances from budgets and forecasts
- Delegation of authority and segregation of duties
- A strategic plan and an annual budget approved by the Trustees
- Identification and management of risk

Risk management

The Directors and Trustees have identified the major risks to which the charity is exposed and believe that the systems in place are adequate to mitigate those risks.

Thurrock CVS (Community and Voluntary
Service)

Report of the Trustees
for the Year Ended 31 March 2021

REFERENCE AND ADMINISTRATIVE DETAILS

Company No: 04300967

Charity No: 1090253

Directors/Trustees

Neville Baldwin – Chair resigned 10/11/2020

Michael Kelly – Chair from 10/11/2020

Michael Hursthouse – Treasurer / Vice Chair 10/11/2020

Michael Rawlings

Anthony Fish

Don Sydney – Deceased 08/07/2020

Lynn Mansfield

Leonard Orpin

Hi Ching – resigned 21/06/2021

Scott Sullivan

Senior Management Personnel:

Kristina Jackson – Chief Executive Officer

Kim James – Chief Operating Officer of Healthwatch Thurrock Project

Jacqui Payne – Senior Community and Engagement Manager

Registered and Principal Office:

The Beehive Voluntary & Community Resource Centre
West Street, Grays, Essex RM17 6XP

Auditors: SKS Audit LLP, 3 Sheen Road, Richmond, TW9 1AD

Bankers: Unity Trust Bank Plc., Nine Brindley Place, Birmingham B1 2HB

Solicitors: Bates Wells & Braithwaite, 2-6 Canon Street, London EC4M 6YH

Thurrock CVS (Community and Voluntary
Service)

Report of the Trustees
for the Year Ended 31 March 2021

STATEMENT OF DIRECTORS' / TRUSTEES' RESPONSIBILITIES

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

Company law requires the Directors to prepare financial statements for each financial year. Under that law the Directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Directors 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 company and of its income and expenditure for that period. In preparing these financial statements, the Directors are required to:

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

The Directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the 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 company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for 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.

STATEMENT OF DISCLOSURE TO AUDITOR

So far as the Trustees are aware, there is no relevant audit information of which the company's auditors are unaware. Additionally, the Trustees have taken all the necessary steps that we ought to have taken as trustees in order to make themselves aware of any relevant audit information and to establish that the Charity's auditors are aware of that information.

Auditors

A resolution will be proposed at the Annual General Meeting that SKS Audit LLP be re-appointed as auditors of the charity for the ensuing year.

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

APPROVAL

Signed on behalf of the Executive Committee.

Mike Kelly

Date: - 18th October 2021

Chairperson

Report of the Independent Auditors to the Members of
Thurrock CVS (Community and Voluntary
Service)

Opinion

We have audited the financial statements of Thurrock CVS (Community and Voluntary Service) (the 'charitable company') for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and 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 (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 2021 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;
- 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 Auditors' 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 trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

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.

In connection with our audit of the financial statements, 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 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 the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

Report of the Independent Auditors to the Members of
Thurrock CVS (Community and Voluntary
Service)

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 Report of the Trustees.

We have nothing to report in respect of the following matters where 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 take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, 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.

Our 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 a Report of the Independent Auditors 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.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

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 auditors' 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.

James Foskett (Senior Statutory Auditor)
For and on behalf of SKS Audit LLP
3 Sheen Road, Richmond
TW9 1AD

Date:

Thurrock CVS (Community and Voluntary
Service)

Statement of Financial Activities
for the Year Ended 31 March 2021

	Notes	Unrestricted funds £	Restricted fund £	2021 Total funds £	2020 Total funds £
INCOME					
Charitable activities	2				
Grant and Contract Income		568,582	187,184	755,766	507,292
Resource Centre Income		84,559	2,490	87,049	135,867
Other trading activities	3	59,557	-	59,557	96,347
Investment income	4	142	-	142	609
Total		712,840	189,674	902,514	740,115
EXPENDITURE					
Raising funds					
Raising donations and legacies	5	71,832	-	71,832	24,992
Charitable activities	5				
Resource centre		116,752	29,127	145,879	146,636
Infrastructure Support		62,590	-	62,590	98,496
Projects		393,839	162,488	556,327	558,954
Total		645,013	191,615	836,628	829,078
NET INCOME/(EXPENDITURE)		67,827	(1,941)	65,886	(88,963)
RECONCILIATION OF FUNDS					
Total funds brought forward		306,482	664,434	970,916	1,059,879
TOTAL FUNDS CARRIED FORWARD		<u>374,309</u>	<u>662,493</u>	<u>1,036,802</u>	<u>970,916</u>

The restricted funds totalling £662,493 as detailed in Note 13 include capital assets of £485,760 (The Beehive Resource Centre from where the charity operates) and current assets of £176,733. As such the significant majority of restricted funds remain tied up within the value of the property from which Thurrock CVS operates.

The Statement of Financial Activities includes all gains and losses recognised in the year.

All incoming resources and resources expended derive from continuing activities.

Thurrock CVS (Community and Voluntary
Service)

Balance Sheet
31 March 2021

	Notes	2021 £	2020 £
FIXED ASSETS			
Tangible assets	10	491,105	502,746
CURRENT ASSETS			
Debtors	11	29,787	32,198
Cash at bank and in hand		<u>721,423</u>	<u>550,441</u>
		751,210	582,639
CREDITORS			
Amounts falling due within one year	12	(205,513)	(114,469)
NET CURRENT ASSETS		<u>545,697</u>	<u>468,170</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		1,036,802	970,916
NET ASSETS		<u>1,036,802</u>	<u>970,916</u>
FUNDS	14		
Unrestricted funds			
General		286,349	228,522
Designated		87,960	77,960
Restricted funds		<u>662,493</u>	<u>664,434</u>
TOTAL FUNDS		<u>1,036,802</u>	<u>970,916</u>

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

The financial statements were approved by the Board of Trustees and authorised for issue on 18th October 2021 and were signed on its behalf by:

Mike Kelly
Chairperson

Thurrock CVS (Community and Voluntary
Service)

Cash Flow Statement
for the Year Ended 31 March 2021

	Notes	2021 £	2020 £
Cash flows from operating activities			
Cash generated from operations	1	<u>175,160</u>	<u>(82,930)</u>
Net cash provided by operating activities		<u>175,160</u>	<u>(82,930)</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(4,320)	-
Interest Income		<u>142</u>	<u>609</u>
Net cash (used in)/provided by investing activities		<u>(4,178)</u>	<u>609</u>
Change in cash and cash equivalents in the reporting period		<u>170,982</u>	<u>(82,321)</u>
Cash and cash equivalents at the beginning of the reporting period		<u>550,441</u>	<u>632,762</u>
Cash and cash equivalents at the end of the reporting period		<u><u>721,423</u></u>	<u><u>550,441</u></u>

The notes form part of these financial statements

Thurrock CVS (Community and Voluntary
Service)

Notes to the Cash Flow Statement
for the Year Ended 31 March 2021

1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2021 £	2020 £
Net income/(expenditure) for the reporting period (as per the Statement of Financial Activities)	65,886	(88,963)
Adjustments for:		
Depreciation charges	15,961	18,470
Deduct Interest income shown in Investment activities	(142)	(609)
Decrease/(increase) in debtors	2,411	10,070
Increase/(decrease) in creditors	<u>91,044</u>	<u>(21,898)</u>
Net cash provided by operations	<u><u>175,160</u></u>	<u><u>(82,930)</u></u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.20 £	Cash flow £	At 31.3.21 £
Net cash			
Cash at bank and in hand	<u>550,441</u>	<u>170,982</u>	<u>721,423</u>
Total	<u><u>550,441</u></u>	<u><u>170,982</u></u>	<u><u>721,423</u></u>

The notes form part of these financial statements

Thurrock CVS (Community and Voluntary
Service)

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

1. ACCOUNTING POLICIES

1.1 Basis of preparation of accounts

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) – (Charity SORP (FRS 102) Revised), The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Thurrock CVS (Council for Voluntary Services) meets the definition of a public benefit entity under FRS 102.

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

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

1.2 Preparation of accounts on a going concern

The charity's Financial Statements show net income of £65,886 for the year and free reserves of £281,004 the charity does has adequate general funds to be able to maintain the level of services currently provided and to provide a secure base for the immediate future of the Charity for the next 12 to 18 months and on this basis the charity is a going concern.

1.3 Income recognition

All income is included in the consolidated SOFA when the charity is legally entitled to it, receipt is probable, and the amount can be measured with sufficient reliability.

Grant income

Grants are credited to the SOFA when the charity is entitled to the funds. Income is only deferred where there are time constraints imposed by the donor or if the funding is performance related.

Where entitlement to grants receivable is dependent upon fulfilment of conditions within the charity's control, the income is recognised when there is sufficient evidence that conditions will be met.

Grants supporting the core activities of the charity and with no specific restrictions placed upon their use are included within donations and legacies. Grants that have specific restrictions placed upon their use are included within income from charitable activities.

Capital grants for the purchase of fixed assets are credited to restricted incoming resources on the earlier date of when they are received or receivable. Depreciation on the related fixed assets are charged against the restricted fund.

Donations and legacies

Donations are recognised in the period in which they are received. Legacy income is recognised when the charity's entitlement is judged to be probable and where the amount can be reliably measured.

Contract income

Income from charitable activities include income recognised as earned (as the related goods and services are provided) under contract.

Room hire and service charge income

Room hire and service charge income are credited to income in the year in which they are receivable.

Investment income

Investment income is included when receivable.

Thurrock CVS (Community and Voluntary
Service)

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

1. ACCOUNTING POLICIES - continued

1.4 Expenditure recognition and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably.

Expenditure is classified under the following activity headings:

(a) Cost of raising funds comprises costs of seeking grants and donations and their associated support costs.

(b) Expenditure on charitable activities includes the costs directly associated with running a resource centre, providing infrastructure services for local voluntary community and faith section organizations to further the purposes of the charity and their associated support costs.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

1.5 Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back-office costs, finance, personnel, payroll and governance costs which support the charity's programmes and activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The basis on which support costs have been allocated are set out in note 6.

1.6 Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time is not recognised and refers to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

1.7 Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

1.8 Tangible fixed assets

Tangible fixed assets are stated at cost less depreciation. Individual fixed assets costing £1,000 or more are capitalised at cost.

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following bases. Freehold land is not depreciated.

Leasehold Land & Buildings - On a straight-line basis over its estimated useful life

Computer Equipment - 33% per annum on cost

Fixtures & Office Equipment - 25% per annum on cost

1.9 Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Thurrock CVS (Community and Voluntary
Service)

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

1. ACCOUNTING POLICIES - continued

1.10 Cash at bank and in hand

Cash at bank and in hand includes cash and short term cash deposits.

1.11 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

1.12 Conduit Funding

Thurrock CVS administers funds on behalf of Statutory Partners as an agent. As agent, the charity acts in line with the instructions of the entity that acts as the principal. The charity is bound by an agreement and distributes the funds it holds as agent to specified third parties in line with the instructions given by the principal.

The funds transferred to the agent remain under the control of the principal and the principal remains responsible for the charitable application of those funds.

Funds received by a charity as agent are not recognised as an asset in its accounts because the funds are not within its control. Consequently, the receipt of funds as agent is not recognised as income nor is its distribution recognised as the agent's expenditure. The conduit fund balances as at the year-end are recognised as creditors.

1.13 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

1.14 Judgement and key sources of estimation uncertainty

In the application of the company's accounting policies, the charity is required to make judgments, 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.

1.15 Pension Costs

The charity operates a contributory defined contribution pension scheme, the assets of which are held separately from those of the charity. Pension costs are charged to the SOFA in the period to which they relate.

1.16 Operating Leases

Rentals payable under operating leases are charged to the SOFA as incurred over the life of the lease.

1.17 Taxation

The charity is a registered charity and, therefore, is not liable for Income Tax or Corporation Tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities.

Thurrock CVS (Community and Voluntary
Service)

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

2. INCOME FROM CHARITABLE ACTIVITIES

GRANT AND CONTRACT INCOME

	Unrestricted Fund £	Restricted Funds £	Total 2021 £	Total 2020 £
Projects				
Thurrock Council	357,296	104,261	471,557	390,637
Arts Council	-	-	-	13,405
Community 360	3,799	-	3,799	7,132
Active Essex	-	-	-	2,000
Healthwatch England	-	-	-	5,700
Scope	-	-	-	7,108
Southend Council	-	-	-	15,615
Thames Chase Land of the Fanns	-	-	-	(5,000)
Donations	90,030	-	90,030	-
Essex Community Foundation	-	15,000	15,000	-
HMRC Coronavirus Job Retention Scheme	32,493	-	32,493	-
National Lottery Community Fund	-	60,823	60,823	-
Purfleet Hub	-	3,500	3,500	-
Infrastructure Support				
Thurrock Council	74,964	-	74,964	70,695
Contract income				
Thurrock Council	10,000	-	10,000	-
Kinetika People	-	3,600	3,600	-
TOTAL	<u>568,582</u>	<u>183,584</u>	<u>755,766</u>	<u>507,292</u>

Income charitable activities from grants and contracts in 2020 totalling £507,292 was attributed to unrestricted funds of £287,207 and restricted funds £220,085.

Thurrock CVS (Community and Voluntary
Service)

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

RESOURCE CENTRE INCOME

	Unrestricted Fund £	Restricted Fund £	Total 2021 £	Total 2020 £
Resource Centre Income	78,494	-	78,494	129,376
South Ockendon Centre	-	2,490	2,490	-
Internal Income	6,065	-	6,065	6,491
Total	<u>84,559</u>	<u>2,490</u>	<u>87,049</u>	<u>135,867</u>

Income from Charitable activities from the Resource Centre in 2020 totalling to £135,867 was attributed to unrestricted funds.

Resource Centre Income comprises contributions towards running costs of the Beehive from the other occupants and income from day/ evening hire of rooms and the Community Hall. Internal income comprises income for the provision of stationery, franking machinery and photocopy services to the members.

3. OTHER TRADING ACTIVITIES

	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
Member Subscriptions - Income	337	-	337	915
Other Income	2,123	-	2,123	41,149
Management and administration	49,408	-	49,408	45,805
Giving for Thurrock Income	<u>7,689</u>	<u>-</u>	<u>7,689</u>	<u>8,478</u>
	<u>59,557</u>	<u>-</u>	<u>59,557</u>	<u>96,347</u>

Income from trading activities in 2020 totalling £96,347 was attributed to unrestricted funds of 51,071 and restricted funds of £45,276.

4. INVESTMENT INCOME

	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
Interest Received	<u>142</u>	<u>-</u>	<u>142</u>	<u>609</u>

Thurrock CVS (Community and Voluntary
Service)

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

5. ANALYSIS OF EXPENDITURE

	Raising Funds £	Resource Centre £	Infrastructure Support £	Projects £	2021 £	2020 £
Staff Costs	70,066	75,075	53,389	390,754	589,284	598,722
Other direct costs	-	63,016	-	123,215	186,231	149,791
Support costs (Note 6)	1,602	7,065	8,346	38,424	55,438	69,126
Governance costs (Note 6)	164	723	854	3,933	5,675	11,439
Total	<u>71,832</u>	<u>145,879</u>	<u>62,590</u>	<u>556,327</u>	<u>836,628</u>	<u>829,078</u>

Of the £836,628 expenditure in 2021 (2020 - £829,078), £645,013 was charged to unrestricted funds (2020 - £502,343) and £191,615 to restricted funds (2020 - £326,736).

6. SUPPORT COSTS

The Charity initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. Governance costs and other support costs are apportioned separately between charity's key activity undertaken (see note 5) in the year. All the general support and governance costs are allocated to activities at different percentages, based on the basis of staff time relating to each activity.

	General Support Costs £	Governance Function £	2021 £	2020 £
Staff Costs	28,438	-	28,438	28,004
Premises Expenses	-	-	-	11,122
Communication & IT Costs	14,784	-	14,784	24,576
Legal and professional expenses	197	-	197	3,440
Other expenses	12,019	-	12,019	7,303
Auditors' remuneration	-	5,675	5,675	6,120
Total	<u>55,438</u>	<u>5,675</u>	<u>61,113</u>	<u>80,565</u>

Thurrock CVS (Community and Voluntary
Service)

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

7. NET INCOME/(EXPENDITURE)

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

	2021	2020
	£	£
Auditors' remuneration	5,675	6,120
Depreciation - owned assets	<u>15,961</u>	<u>18,470</u>

8. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

TRUSTEES' EXPENSES

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

9. STAFF COSTS

	2021	2020
	£	£
Gross wages and salaries	548,044	552,808
Employer's national insurance	42,918	43,044
Pension contributions	<u>16,999</u>	<u>16,798</u>
	<u>607,961</u>	<u>612,650</u>

There was one (2020 -1) employee whose annual employee benefits (excluding employer pension costs) were between £60,000 to £75,000.

During the year, no trustees received any remuneration.

None of the Trustees received reimbursed expenses during the year (2020 - no trustees £nil).

The key management personnel of the charity comprise the Chief Executive Officer, Chief Operating Officer of Healthwatch Thurrock Project and Community Development and Engagement Manager. The total employee benefits of the key management personnel of the charity were £167,765 (2020 - £163,737).

Thurrock CVS (Community and Voluntary
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Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

9. STAFF COSTS - continued

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

	2021	2020
Resource Centre	2	2
Infrastructure Project	3	3
Projects	13	13
Governance and Support	1	1
Fund raising	<u>1</u>	<u>1</u>
	<u>20</u>	<u>20</u>

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

The average monthly number of persons employed by the charity during the year was 21 (2020 - 28).

10. TANGIBLE FIXED ASSETS

	Long leasehold £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1 April 2020	1,284,464	16,793	12,475	1,313,732
Additions	<u>-</u>	<u>-</u>	<u>4,320</u>	<u>4,320</u>
At 31 March 2021	<u>1,284,464</u>	<u>16,793</u>	<u>16,795</u>	<u>1,318,052</u>
DEPRECIATION				
At 1 April 2020	784,424	14,674	11,888	810,986
Charge for year	<u>14,280</u>	<u>975</u>	<u>706</u>	<u>15,961</u>
At 31 March 2021	<u>798,704</u>	<u>15,649</u>	<u>12,594</u>	<u>826,947</u>
NET BOOK VALUE				
At 31 March 2021	<u>485,760</u>	<u>1,144</u>	<u>4,201</u>	<u>491,105</u>
At 31 March 2020	<u>500,040</u>	<u>2,119</u>	<u>587</u>	<u>502,746</u>

At 31 March 2013 the charity's interest in the Beehive was subject to an impairment review in accordance with Financial Reporting Standard 11, Impairment of Fixed Assets. This review resulted in a write down in the carrying value of the building to £600,000 based upon its future net earning potential over the remaining useful life.

Thurrock CVS (Community and Voluntary
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Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade debtors	25,560	21,407
Other debtors	512	340
Prepayments	<u>3,715</u>	<u>10,451</u>
	<u>29,787</u>	<u>32,198</u>

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade creditors	701	10,821
Other creditors	66	6,874
Conduit funds (Note 20)	49,957	39,816
Taxation & social security	18,257	12,732
Deferred income (Note 16)	124,368	17,815
Accruals	<u>12,164</u>	<u>26,411</u>
	<u>205,513</u>	<u>114,469</u>

The creditors figure includes undistributed funds held on behalf of Thurrock Council, as conduit funds of £49,957 (2020 - £39,816) (Note 20).

13. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted	Designated	Restricted	Total
	£	£	£	£
Tangible fixed assets	5,345	-	485,760	491,105
Net current assets	281,004	87,960	176,733	545,697
	<u>286,349</u>	<u>87,960</u>	<u>662,493</u>	<u>1,036,802</u>

Analysis of net assets between funds - previous year

	Unrestricted	Designated	Restricted	Total
	£	£	£	£
Tangible fixed assets	2,706	-	500,040	502,746
Net current assets	225,816	77,960	164,394	468,170
	<u>228,522</u>	<u>77,960</u>	<u>664,434</u>	<u>970,916</u>

Thurrock CVS (Community and Voluntary
Service)

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

14. MOVEMENT IN FUNDS

	Balance at 01/04/2020 £	Income £	Expenses £	Transfers £	Balance at 31/03/2021 £
Restricted funds					
Resource Centre (Building)	500,040	-	14,280	-	485,760
South Ockendon Centre	30,636	2,490	4,145	-	28,981
Chadwell St Mary Community Centre	12,960	-	-	-	12,960
Community Roll Out Program	10,601	-	130	-	10,471
Tilbury Hub	39,072	-	191	-	38,881
Purfleet Hu	3,346	3,500	-	-	6,846
Aveley Hub	3,393	20,000	-	-	23,393
By Your Side - Home from Hospital	14,278	84,261	79,466	-	19,073
Giving for Thurrock	38,466	-	38,466	-	-
Better Care	11,642	-	7,141	-	4,501
Essex Community Foundation	-	15,000	-	-	15,000
National Lottery Community Fund	-	60,823	47,796	-	13,027
Contract income	-	3,600	-	-	3,600
Total Restricted funds	<u>664,434</u>	<u>189,674</u>	<u>191,615</u>	-	<u>662,493</u>
Unrestricted Funds					
Designated funds:					
Building maintenance fund	17,921	-	-	10,000	27,921
Redundancy fund	60,039	-	-	-	60,039
Total Designated Funds	<u>77,960</u>	-	-	10,000	87,960
General funds	228,522	712,840	645,013	(10,000)	286,349
Total Unrestricted Funds	<u>306,482</u>	<u>712,840</u>	<u>645,013</u>	-	<u>374,309</u>
Total funds	<u>970,916</u>	<u>902,514</u>	<u>836,628</u>	-	<u>1,036,802</u>

Thurrock CVS (Community and Voluntary
Service)

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

Analysis of movements in funds - previous year

	Balance at 01/04/2019 £	Income £	Expenses £	Transfers £	Balance at 31/03/2020 £
Restricted funds					
Resource Centre (Building)	514,320	-	14,280	-	500,040
South Ockendon Centre	35,968	25,444	30,776	-	30,636
Chadwell St Mary Community Centre	16,268	674	4,000		12,960
Community Roll Out Program	10,781	50	230	-	10,601
Tilbury Hub	34,299	11,244	6,471	-	39,072
Purfleet Hub	9,916	74	6,644	-	3,346
Belhus & South Ockendon Community Forum	558	-	558	-	-
Aveley Hub	3,393	-	-	-	3,393
By Your Side - Home from Hospital	21,460	68,991	76,173	-	14,278
Engage	-	71,306	71,306		-
Giving for Thurrock	34,281	8,478	4,293	-	38,466
Infrastructure support	-	70,695	70,695	-	-
Stronger Together - website development	4,000	-	4,000	-	-
Better Care	35,547	-	23,905	-	11,642
Truffle Pig	5,000	(5,000)	-	-	-
Arts Council	-	13,405	13,405	-	-
Total Restricted funds	<u>725,809</u>	<u>265,361</u>	<u>326,736</u>	-	<u>664,434</u>
Unrestricted Funds					
Designated funds:					
Building maintenance fund	14,267	-	6,346	10,000	17,921
Redundancy fund	60,039	-	-	-	60,039
Total Designated Funds	<u>74,306</u>	-	<u>6,346</u>	<u>10,000</u>	<u>77,960</u>
General funds	259,763	474,754	495,996	(10,000)	228,522
Total Unrestricted funds	<u>334,070</u>	<u>474,754</u>	<u>502,342</u>	-	<u>306,482</u>
TOTAL FUNDS	<u>1,059,879</u>	<u>740,115</u>	<u>829,078</u>	-	<u>970,916</u>

Description, nature and purpose of restricted funds:

Resource Centre: The Beehive provides office, meeting and training accommodation for voluntary and community groups in Thurrock. The building opened in 2005 and is now an asset of Thurrock CVS as part of an asset transfer of the freehold from Thurrock Council.

Community Hub Roll Out Programme: This programme brings together statutory bodies, local communities and the voluntary sector to deliver services, information and advice in a more holistic way. We are currently working with 5 community forums to establish a hub in their area. These funds are seed funding and capacity building for the programme in each area.

Thurrock CVS (Community and Voluntary
Service)

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

14. MOVEMENT IN FUNDS – continued

South Ockendon Centre: The South Ockendon Centre was the first of a series of community hubs to be set up in Thurrock and is a joint venture partnership between Thurrock Council, Thurrock CVS and South Ockendon Community Forum. The purpose of the Centre is to provide a focal point within the local community, where local residents can seek advice or signposting from Third Sector or Statutory organisations, access services online, join groups and activities and strengthen the community to become more resourceful and resilient.

Chadwell St Mary Community Centre: As part of the Community Hubs rollout programme, Chadwell St Mary Centre received funding to support the employment of a centre co-ordinator; payroll and HR are administered by Thurrock CVS on behalf of Chadwell St Mary Centre.

Tilbury Hub: As part of the Community Hubs rollout programme, Tilbury Hub received funding to support the employment of a volunteer co-ordinator; payroll and HR are administered by Thurrock CVS on behalf of Tilbury Hub steering group

Purfleet Hub: As part of the Community Hubs rollout programme, Purfleet Hub received funding to support the employment of a volunteer co-ordinator; payroll and HR are administered by Thurrock CVS on behalf of Purfleet Hub steering group

Belhus & South Ockendon Community Forum: Thurrock CVS hold funds on behalf of the newly formed Community Forum. Monies will be used for research, administration activities for South Ockendon and Belhus area to enable residents to have a voice to influence local decisions.

Aveley Hub: As part of the Community Hubs programme, Aveley received funding to support the employment of a volunteer co-ordinator, payroll and HR are administered by Thurrock CVS on behalf of Aveley Hub Steering Group.

By Your Side - Home from Hospital: The aim of the project is to work with volunteers through a dedicated co-ordinator to support early discharge for patients that are vulnerable or unbefriend. The project works in partnership with VCFSE organisations to support individuals back into their community. The project started in January 2019 and will run as a pilot until December 2020.

Ngage: delivers; a Volunteer Centre, Time Bank, active citizenship and community development and engagement. Ngage Thurrock merged with Thurrock CVS in April 2019 and now operates as a project under Thurrock CVS

Giving for Thurrock: Giving for Thurrock (GiFT) has been established to generate funds to help meet local priorities, especially health and wellbeing.

The aim of the project is to create new unrestricted funding opportunities across external funders and through the development of a suite of fundraising events. Also, to develop a portfolio of partners across communities and businesses to encourage further support and increase voluntary giving activity.

Giving for Thurrock will engage positively with the community, local charities, businesses, community groups and organisations in the promotion of local fundraising across the borough to raise a minimum of £40,000 over the period Nov. 2019-Oct. 2020

Infrastructure support: Money received from the grant programme of the Voluntary Sector Development Fund to provide our core function of supporting a thriving voluntary sector in Thurrock.

Better Care: Funding held on behalf of the partnership to deliver communication and engagement for the integrated health and social care.

Thurrock CVS (Community and Voluntary
Service)

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

14. MOVEMENT IN FUNDS - continued

Arts Council: Funding towards the cost of Welcome to the Kitchen Table project.

Social Media (Held on account): The Social Media administrator supports the promotion of information via Facebook, twitter and websites, to the communities of Thurrock on behalf of Stronger Together Thurrock.

Essex Community Foundation: Funding towards running costs during COVID

National Lottery Community Fund: Funding toward running costs and project delivery during COVID

Contract income: Income received as part of contract delivery of projects

Description, nature and purpose of unrestricted funds:

General funds: General fund represents funds available to spend at the discretion of the Trustees after allowing for all the designated funds.

Purpose of designated funds:

Building Maintenance: The Designated Fund is a sinking fund for future major repairs and renewals to the Beehive which was established in 2011-12.

Redundancy fund: The redundancy fund has been created this year to ensure reserves are set aside for redundancy payments if the organisation operation or projects finishing.

15. RELATED PARTY DISCLOSURES

No related party transactions took place in the year except the transactions disclosed in note 10.

16. DEFERRED INCOME

	2021	2020
	£	£
Balance as at 1st April	17,815	63,966
Amount released to income in the year	(7,815)	(53,966)
Amount deferred in the year	114,368	7,815
Balance as at 31st March	<u>124,368</u>	<u>17,815</u>

The deferred income represents:

- Funding for an apprentice post for Gift of £10,000,
- Community Engagement Grant of £50,000,
- Thurrock food Network of £52,000,
- Thurrock council grants for Arts, Culture & Heritage of £9,999
- Beehive flood damage balance of claim monies of £2,369.

17. PENSION COSTS

The charity operates a defined contribution pension scheme and also contributes to suitable personal pension schemes of employees. Contributions are charged to the Statement of Financial Activities in the period to which they relate. The charge for the year was £16,731 (2021 - £16,798). The charity had accrued pension contributions of £567 (2020 - £499).

Thurrock CVS (Community and Voluntary
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Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

18. SHARE CAPITAL

The charity does not have a share capital and is limited by guarantee. In the event of the charity being wound up, the maximum amount, which each member is liable to contribute is £1.

19. CAPITAL COMMITMENTS

As at both 31 March 2020 and 2021, the charity had no capital commitments.

20. CONDUIT FUNDS

The Charity administers grants on behalf of Thurrock Council and this activity is recognised in the accounts as conduit funds. The beneficiaries of the grants were determined by a special committee set up by Thurrock Council. The movement in conduit funds during the year are as follows:

	Thurrock Council Voluntary Sector Development Fund £	Thurrock Council Small Sparks £	Thurrock Council Brexit Fund £	Total £
Balance brought forward	<u>26,755</u>	<u>3,061</u>	<u>10,000</u>	<u>39,816</u>
Funds received	<u>394,118</u>	-	-	<u>394,118</u>
Funds disbursed.				
1st Ockendon Scout Group	1,000	-	-	1,000
Anglo Asiatic Arts & Heritage Alliance	3,200	-	-	3,200
Arts Outburst	7,500	-	-	7,500
Aveley Village Community Forum Ltd	750	-	-	750
Aveley Youth FC	800	-	-	800
Belhus Cricket Club	1,500	-	-	1,500
Blind & Sight Impaired Society (BASIS)	2,500	-	-	2,500
Blown Fuse Theatre	1,446	-	-	1,446
Chadwell St Mary Community Forum	(397)	-	-	(397)
Citizens Advice Thurrock	53,020	-	-	53,020
CoDa Dance Company	4,000	-	-	4,000
Community Church Chafford Hundred	2,000	-	-	2,000
Creative Blast	1,500	-	-	1,500
DIAL South Essex	7,500	-	-	7,500
East Thurrock Community Association	500	-	-	500
Essex Comets Youth Football Club	1,000	-	-	1,000
Evewright Arts Foundation	1,258	-	-	1,258
Fiona Imrie	1,500	-	-	1,500
Friends of Essex & London Homeless	4,000	-	-	4,000
Girls Empowerment Initiative Uk CIC	3,500	-	-	3,500
Golden Voices	1,500	-	-	1,500
Grays Athletic Community FB Club	1,500	-	-	1,500

Thurrock CVS (Community and Voluntary
Service)

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

20. CONDUIT FUNDS - continued

Grays Thurrock Afternoon Townswomen's Guild	500	-	-	500
Headway	4,000	-	-	4,000
Hearing Help Essex Ltd	2,328	-	-	2,328
Horndon on the Hill Community Forum	500	-	-	500
Jo Gillam	1,338	-	-	1,338
Kara Thompson	1,500	-	-	1,500
Michelle Omo Olaye	584	-	-	584
NAF Health	4,000	-	-	4,000
NASFAT	2,500	-	-	2,500
Purfleet Heritage & Military Centre	3,000	-	-	3,000
Purfleet-on-Thames Community Forum	3,500	-	-	3,500
Quest Music Services	3,500	-	-	3,500
Reach Out For Mental Health	3,500	-	-	3,500
Rebeca Brewer	1,500	-	-	1,500
Rendered Retina Theatre Company	1,500	-	-	1,500
Richard Margrave	1,500	-	-	1,500
Seabrooke Rise Community Association	3,200	-	-	3,200
Selena Chandler	743	-	-	743
Soft Play Essex Kids Cafe	3,500	-	-	
South Essex Rape & Incest Crisis Centre (SERICC)	66,594	-	-	66,594
South Ockendon Village Hall	2,000	-	-	2,000
Special Needs & Parents	3,500	-	-	3,500
St Stephen's Community Trust	3,500	-	-	3,500
Thames RFC for Thurrock Palace Youth Football Club	850	-	-	850
Thurrock & District Mencap Society	1,500	-	-	1,500
Thurrock Arts Council	10,074	-	-	10,074
Thurrock Centre for Independent Living (TCIL)	3,500	-	-	3,500
Thurrock CVS - Ngage	44,535	-	-	44,535
Thurrock District Scout Council	15,376	-	-	15,376
Thurrock Harriers Athletic Club	4,000	-	-	4,000
Thurrock Hockey Club	2,300	-	-	2,300
Thurrock Open Door	36,583	-	-	36,583
Thurrock Play Network (TPN)	34,312	-	-	34,312
Thurrock Sports Council	5,713	-	-	5,713
Thurrock Swimming Club	2,000	-	-	2,000
Thurrock U3A	500	-	-	500
Thurrock Yacht Club	1,800	-	-	1,800
Purfleet	-	570	-	570
U3A	-	250	-	250
Chadwell	-	250	-	250
Orchards	-	250	-	250
Thurrock BME	-	250	-	250
Total funds disbursed	382,407	1,570	-	383,977
Balance carried forward	38,466	1,491	10,000	49,957