

REGISTERED COMPANY NUMBER: 04176994 (England and Wales)  
REGISTERED CHARITY NUMBER: 1090620

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED  
31 MARCH 2023  
FOR  
CANTERBURY DISTRICT VOLUNTEER CENTRE LIMITED**

McCabe Ford Williams  
Chartered Accountants  
2 The Links  
HERNE BAY  
Kent  
CT6 7GQ

**CANTERBURY DISTRICT VOLUNTEER CENTRE LIMITED**

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FOR THE YEAR ENDED 31 MARCH 2023**

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**CANTERBURY DISTRICT VOLUNTEER CENTRE LIMITED**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2023**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**  
04176994 (England and Wales)

**Registered Charity number**  
1090620

**Registered office**  
Tower Works  
Simmonds Road  
Wincheap Business Park  
CANTERBURY  
Kent  
CT1 3RA

**Trustees**

H R Cleverley  
H J Adams  
B A Robertson  
D J Strutt  
E C Grimwade  
G Ball  
A Williams

Chairperson  
Treasurer

**Company Secretary**  
A Krutnik

**Independent examiner**

Leigh Jones FCCA  
McCabe Ford Williams  
Chartered Accountants  
2 The Links  
HERNE BAY  
Kent  
CT6 7GQ

**Bankers**

CAF Bank LTD  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

## **CANTERBURY DISTRICT VOLUNTEER CENTRE LIMITED**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023**

The trustees (who are also the directors of the charity for the purposes of the Companies Act) present their annual report together with the financial statements of Canterbury District Volunteer Centre (the Company) for the year ended 31 March 2023. The trustees confirm that the Annual report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP).

#### **OBJECTIVES AND ACTIVITIES**

##### **Objectives and aims**

The principal objects of the charity are to promote any charitable purposes for the benefit of the community in the local government district of Canterbury by associating together volunteers and organisations in a common effort to advance education, protect health, and relieve poverty, sickness and distress.

##### **Significant activities**

Our involvement with the Stronger Kent Communities continued as well albeit in a much truncated form and consisted of delivering one training session.

The core funding received from the Collyer Ferguson Foundation and the Henry Smith Charity was also pivotal during this period in enabling our services to continue.

We were also able to gain funding from the National Lottery Community fund to enable our befriending service to continue for another year.

Funding from Kent County Council, administered by the Ashford Volunteer Centre, was made available to the Centre as part of our involvement in the Kent Volunteers partnership. This funding was aimed at increasing collaboration between Volunteer Centre's in Kent and the setting up of a Kent-wide online database of volunteering. We also received some funding here in regard to providing training sessions relating to micro and virtual volunteering and young people.

We also received a number of grants from the Kent Community Foundation for our core work notably from the Sir George Earle Charity, the Frank Brake Charitable Trust and the Lawson Foundation.

In terms of partnership working, we ran a Digital Champions project alongside Ashford Volunteer Centre, Swale CVS, Care in Romney Marsh and EK 360.

##### **Statement of Public Benefit**

Given the policies and objectives of the charity, as stated above, the trustees report on the aspects of its activities which encapsulate 'public benefit' -

This is achieved through our work relating to the support of volunteering:

Brokerage - matching up individuals and groups interested in volunteering with appropriate opportunities in the local community.

Good practice development - promoting good practice in working with volunteers to all volunteer involving organisations particularly via the running of workshops and training activities.

Development of volunteering opportunities - by working in close partnership with statutory, voluntary, and private sector agencies as well as community groups and faith groups to develop local volunteering opportunities.

Strategic development of volunteering - as the local experts on volunteering, we inform strategic thinking and planning at a regional and national level.

Alongside the above, we also have set up projects which have responded to local need.



## **CANTERBURY DISTRICT VOLUNTEER CENTRE LIMITED**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023**

#### **OBJECTIVES AND ACTIVITIES (cont)**

##### **Social Transport Scheme:**

This scheme utilizes volunteer drivers to transport clients from within the Canterbury District to social and health related appointments. All who use this service have to be members of the transport scheme before accessing our services. Membership cost is currently set at £15 a year. The cost of the journeys is now set at 60p per mile. There is also an administration charge levied per journey.

##### **Befriending Projects:**

We continue to run a befriending project. Due to the acquisition of funding from the National Lottery Community Fund, we were able to continue and expand this service during the year. We now operated both telephone and face to face befriending services and have the option to utilize other virtual communication methods where appropriate.

##### **Forum Activities/workshops/Events & Presentations:**

We aim to increase good practice and communication between organisations involved in volunteering and embedding volunteers at the heart of the volunteering process by hosting regular events to these ends.

The trustees of Canterbury and Herne Bay Volunteer Centre are aware of their obligation to follow the Charity Commission Guidance on Public Benefit. They believe that the objectives of the charity are in line with the Guidance, and they are not aware of any instance where they have departed from the Guidance. The trustees are obligated to report regularly to their funders on the performance of the charity by way of the monitoring and evaluation of its services (outcomes and outputs); they are therefore satisfied that they meet public benefit requirements.

##### **Volunteers**

As you will see, one of our core aims is the assessment and referral of volunteers to a variety of mainly charitable organisations within the Canterbury district. In pre pandemic years we assessed and referred 1000 volunteers in this way although, due to the pandemic, numbers decreased. Due to the demographics of the Canterbury district, the majority of volunteers we assess and refer are, perhaps, younger than in other areas of Kent and, as such, are perhaps more specific in regard to what they perceive to be the benefits of volunteering.

Along with the above, we utilize volunteers throughout our organisation, be they office volunteers who have administrative duties on our projects, volunteer drivers, befrienders, as well as members of our trustee board. Without the willingness of volunteers to engage in our activities, we would not be able to function as well as we currently do.

#### **ACHIEVEMENT AND PERFORMANCE**

##### **Charitable activities**

As a Voluntary and Community Organisation, we are tasked with undertaking charitable activities within the Canterbury district. All our projects have at heart the alleviation of poverty and distress and, as a Volunteer Centre, our prime activities are focused on helping volunteers to access voluntary opportunities and facilitating good practice within organisations that utilize volunteers. All the projects we run utilize volunteers in terms of the delivery of these services.

Any surpluses made by our projects are ploughed back into the organisation either to sustain current activities or to alleviate the cost of our future activities.

##### **Fundraising activities**

No longer being the recipients of grants from the Local Authority, we now have to sustain our current work within the district by applying for funding elsewhere. This has been achieved via charges levied for some of our services (albeit at less than market rate) along with the continual process of bidding for funding from institutions such as the National Lottery Community Fund or other grant-making trusts. We have had some success over recent years in obtaining such funding, but this task is getting increasingly hard for every voluntary organisation including ourselves. Due to the effects of Covid-19, one of our major streams of independent income from services levied on our transport service completely dried up as this service could not be run safely during this time. Although we reinstated this service during the year, we are still way below our usual income recouped from this service.

##### **Internal and external factors**

Externally, the effect of the economic downturn continues to have a great effect on the organisation, which has increased pressure to continue to monitor the rationalization of our services. Whilst we have avoided large-scale changes to a large extent to date, this pressure will only increase over time. As costs rise in general, so our income streams become more strained, making it even harder to run as we have in the past.



## **CANTERBURY DISTRICT VOLUNTEER CENTRE LIMITED**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023 ACHIEVEMENT AND PERFORMANCE (cont)**

Internally, the Board of trustees has to balance the needs of our various beneficiaries with the funds at our disposal, taking great note of the impact that the economy is having on society at large.

#### **FINANCIAL REVIEW**

##### **Reserves policy**

It is the policy of the charity's trustees to maintain unrestricted funds, which are the free reserves of the charity, at a level that equates to a minimum of three months and a maximum of twelve months of operating expenditure. This provides sufficient funds to cover management, administration, and support costs and to respond to emergency situations.

The rationale for holding this reserve is as follows:

To ensure the financial security and the proper staff of the charity

To provide adequate resources to meet the challenges imposed by new and uncertain funding streams

The trustees will continue to keep under review the level of the charity's general reserve, but consider the current level is necessary to fulfil justifiable calls on the charity's resources.

During the period under review, the total income received by the charity was £93,312 (2022 - £97,168). The principal funders during the year were the National Lottery Community Fund, Canterbury & Coastal Clinical Commissioning Group plus the Colyer Ferguson Foundation, the Henry Smith Charitable Trust, Canterbury City Council, and the Kent Community Foundation. The trustees, staff and members are grateful for this ongoing support. The trustees are aware that there will be even more significant challenges in the years ahead and are continually monitoring the income and expenditure of the organisation in light of this continued pressure on finances within the Voluntary and Community Sector.

It is acknowledged that, for the next two or three years at least, there will be increased pressure on public spending, and this will almost certainly impact on the grants available to the charity from all sources. In response to this, the trustees will continue to explore all options for organisational growth and income.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

The charity is controlled by its governing document and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The company is a charitable company limited by guarantee and is governed by its Memorandum and Articles of Association dated 2 April 2007. It is registered with the Charity Commission under number 1090620. The organisation was formed, via the merger of the former Canterbury Volunteer Centre and the Herne Bay Volunteer Centre on 2 April 2007 and registered as a charity on 15 February 2002. The company changed its name from the Canterbury and Herne Volunteer Centre to the Canterbury District Volunteer Centre in 2021.

In the event of the company being wound up, members are required to contribute an amount not exceeding £10.

The management of the company is the responsibility of the trustees, who are elected and co-opted under the Articles of Association.

##### **Recruitment, Induction, and training of new trustees**

Trustees are recruited either by advertising in local newspapers or personal recommendation; all trustees are volunteers. All applicants undergo an initial skills appraisal, and all new trustees are encouraged to attend a series of short training sessions to familiarize themselves with the charity and the context within which it operates. The new trustees are inducted into the organisation via a combination of trustee and staff involvement.

##### **Organisational structure**

The Board of trustees consists of at least three and not more than twenty-five individuals. The Board of trustees currently consists of five members of the charity. The trustees meet quarterly and review, *Inter alia*, the previous quarter's income and expenditure account and reports from core workers.

##### **Risk management**

As part of their responsibility, the trustees carry out an annual appraisal of the risks to which the charity is exposed. Where appropriate, systems or procedures have been established to mitigate the risks that the charity faces. The trustees have assessed the major risks to which the charity is exposed, those related to the operations and finances of the charity and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

**CANTERBURY DISTRICT VOLUNTEER CENTRE LIMITED**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2023**

**Risk factors**

The charity's trustees have considered the major strategic, business and operational risks that the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

The COVID-19 viral pandemic was one of the most significant economic events for the UK with unprecedented levels of uncertainty of outcomes compounded more recently by the cost of living crisis and inflationary pressure it is therefore difficult to evaluate all the potential implications on the charity's operations, funding, suppliers, and wider economy. The Trustees' view on the impact of all the above, is that, given the measures that could be undertaken to mitigate the current adverse conditions and the current resources available, they can continue to adopt the going concern basis in preparing the financial statements.

The trustees acknowledge their responsibility for:

Having an overview of the risk identification process

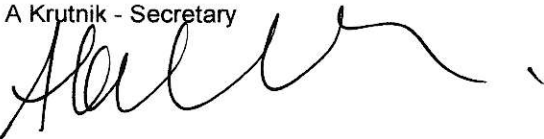
Having reviewed and assessed major risks and will review and update the position as required

Confirming that control systems have been established to mitigate those risks

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

Approved by order of the board of trustees on 28/11/23 and signed on its behalf by:

A Krutnik - Secretary



**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
CANTERBURY DISTRICT VOLUNTEER CENTRE LIMITED**

**Independent examiner's report to the trustees of Canterbury District Volunteer Centre Limited ('the Company')**

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

**Responsibilities and basis of report**

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

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

**Independent examiner's statement**

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

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

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



Leigh Jones FCCA  
McCabe Ford Williams  
Chartered Accountants  
2 The Links  
HERNE BAY  
Kent  
CT6 7GQ

14/12/2023



**CANTERBURY DISTRICT VOLUNTEER CENTRE LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES  
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 MARCH 2023**

		Unrestricted funds	Restricted funds	2023 Total funds	2022 Total funds
	Notes	£	£	£	£
<b>INCOME</b>					
Donations and grants	2	7,673	61,558	69,231	76,821
<b>Charitable activities</b>					
Support	4	15,267	-	15,267	13,212
Training		1,100	-	1,100	-
Investment income	3	<u>7,714</u>	<u>-</u>	<u>7,714</u>	<u>7,135</u>
<b>Total</b>		31,754	61,558	93,312	97,168
<b>EXPENDITURE</b>					
<b>Charitable activities</b>	5				
Support		<u>39,692</u>	<u>51,734</u>	<u>91,426</u>	<u>91,121</u>
<b>NET INCOME/(EXPENDITURE)</b>		(7,938)	9,824	1,886	6,047
<b>Transfers between funds</b>	14	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>(7,938)</u>	<u>9,824</u>	<u>1,886</u>	<u>6,047</u>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<u>113,492</u>	<u>13,334</u>	<u>126,826</u>	<u>120,779</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>105,554</u></u>	<u><u>23,158</u></u>	<u><u>128,712</u></u>	<u><u>126,826</u></u>

**CANTERBURY DISTRICT VOLUNTEER CENTRE LIMITED**

**STATEMENT OF FINANCIAL POSITION  
AT 31 MARCH 2023**

	Notes	2023 £	2022 £
<b>FIXED ASSETS</b>			
Tangible assets	11	838	195
<b>CURRENT ASSETS</b>			
Debtors		594	594
Cash at bank and in hand		<u>128,673</u>	<u>127,405</u>
		129,267	127,999
<b>CREDITORS</b>			
Amounts falling due within one year	12	(1,393)	(1,368)
<b>NET CURRENT ASSETS</b>		<u>127,874</u>	<u>126,631</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		128,712	126,826
<b>NET ASSETS</b>		<u>128,712</u>	<u>126,826</u>
<b>FUNDS</b>	14		
<b>Unrestricted funds:</b>			
General fund		72,097	94,106
Redundancy designated fund		<u>33,457</u>	<u>19,386</u>
		105,554	113,492
<b>Restricted funds:</b>			
National Lottery - Befriending		3,896	9,994
National Lottery Community Fund – Development grant		-	-
National Lottery – Digital skills		-	1,770
Kent Community Foundation – Frank Brake		3,125	-
Kent Community Foundation – Lawson Foundation		1,667	-
Ashford VC – Boosters		1,570	1,570
Colyer Ferguson Charitable Trust		2,500	-
Henry Smith Charity		7,000	-
McCarthy Stone		3,400	-
		<u>23,158</u>	<u>13,334</u>
<b>TOTAL FUNDS</b>		<u>128,712</u>	<u>126,826</u>

**CANTERBURY DISTRICT VOLUNTEER CENTRE LIMITED**

**STATEMENT OF FINANCIAL POSITION - CONTINUED  
AT 31 MARCH 2023**

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

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

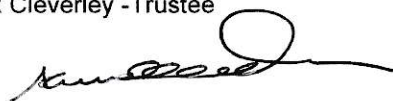
The trustees acknowledge their responsibilities for

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

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

The financial statements were approved by the Board of Trustees on 28/4/23 and were signed on its behalf by:

H R Cleverley -Trustee



H J Adams -Trustee



## CANTERBURY DISTRICT VOLUNTEER CENTRE LIMITED

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

#### 1. ACCOUNTING POLICIES

##### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The charity is a company limited by guarantee and was incorporated on 12th March 2001. In the event of the charity being wound up, the liability of the guarantee is limited to £10 per member of the charity.

##### **Income**

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

##### **Expenditure**

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

##### **Governance costs**

This includes the costs of governance arrangements that relate to the running of the charity as opposed to the direct management functions inherent in generating funds and service delivery. This includes costs associated with constitutional and statutory requirements and legal advice for trustees.

##### **Support costs**

Support costs represent the staffing and associated costs of finance, personnel and general administration in supporting and operational programmes for which the charity is responsible.

##### **Tangible fixed assets**

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

Office equipment	- 25% on a straight line basis
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Tangible fixed assets costing more than £250 are capitalised and included at cost subject to depreciation.

##### **Taxation and irrecoverable vat**

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

Irrecoverable VAT is allocated to the expense on which it was incurred.

##### **Fund accounting**

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

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

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

##### **Pension costs and other post-retirement benefits**

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

##### **Reserves**

Monies held in reserves are classified as restricted if it was a requirement of the donor/provider that the money be used for a specific purpose. Any monies received that are not required to be classified as restricted reserves are therefore deemed to be unrestricted.



**CANTERBURY DISTRICT VOLUNTEER CENTRE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2023**

**2. DONATIONS , GRANTS AND LEGACIES**

	2023	2022
	£	£
Grants and contracts	<u>69,231</u>	<u>76,821</u>

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

	2023	2022
	£	£
National Lottery - Befriending	-	9,994
National Lottery – Digital Skills	-	1,970
Kent & Medway Clinical Commissioning Group	8,808	8,808
Stronger Kent Communities	-	810
Voluntary and Community Sector Emergencies Partnership	-	4,750
Colyer Ferguson Charitable Trust	7,500	7,500
Kent Community Foundation	14,000	-
Henry Smith Charity	10,000	-
Canterbury City Council – Strategic	10,000	14,900
Canterbury City Council – Sector recovery	-	4,000
Canterbury City Council – Local restrictions support	-	4,955
Sir Jules Thorne Charitable Trust	-	1,500
Ashford VC – Boosters	-	2,000
Ashford VC – Kent volunteering	6,250	3,500
Albert Hunt Trust	1,000	1,000
Phillips Foundation	-	5,000
McCarthy Stone	5,000	-
Woodruffe Benton	1,000	-
Arnold Clark	2,000	-
Cole Trust	-	1,000
Engaging Kent	-	2,000
Furlough Grant	-	2,223
Miscellaneous	<u>3,673</u>	<u>911</u>
	<u>69,231</u>	<u>76,821</u>

**3. INVESTMENT INCOME**

	2023	2022
	£	£
Rents received	7,125	7,125
Deposit account interest	<u>589</u>	<u>10</u>
	<u>7,714</u>	<u>7,135</u>

**4. INCOME FROM CHARITABLE ACTIVITIES**

		2023	2022
		£	£
Driving income	Activity Support	<u>15,267</u>	<u>13,212</u>

**5. CHARITABLE ACTIVITIES COSTS**

	Direct costs (See note 6)	Support costs (See note 7)	Totals
	£	£	£
Support	<u>61,559</u>	<u>29,867</u>	<u>91,426</u>

**CANTERBURY DISTRICT VOLUNTEER CENTRE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2023**

**6. DIRECT COSTS OF CHARITABLE ACTIVITIES**

	2023	2022
	£	£
Staff costs	60,077	61,169
Training, subscriptions and CRB checks	<u>1,482</u>	<u>1,162</u>
	<u>61,559</u>	<u>62,331</u>

**7. SUPPORT COSTS**

	Management	Finance	Governance	Totals
	£	£	costs	£
Support	<u>28,600</u>	<u>247</u>	<u>1,020</u>	<u>29,867</u>

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

**Management**

	2023	2022
	Support	Total activities
	£	£
Rent and premises costs	13,459	13,285
Insurance	497	882
Light and heat	-	1,585
Telephone	7,091	5,448
Printing, postage and stationery	888	1,153
Sundries	3,457	2,632
Driver travel	1,278	81
Staff travel	388	324
Advertising and publicity	1,067	1,775
Bookkeeping fees	-	86
Depreciation of tangible fixed assets	<u>475</u>	<u>1,275</u>
	<u>28,600</u>	<u>28,526</u>

**Finance**

	2023	2022
	Support	Total activities
	£	£
Bank charges	<u>247</u>	<u>264</u>

**8. NET INCOME/(EXPENDITURE)**

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

	2023	2022
	£	£
Independent examination	1,020	1,020
Accountancy	-	-
Depreciation - owned assets	<u>475</u>	<u>1,275</u>

**9. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

**Trustees' expenses**

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

**CANTERBURY DISTRICT VOLUNTEER CENTRE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2023**

**10. STAFF COSTS**

	2023	2022
	£	£
Wages and salaries	57,748	59,032
Social security costs	-	-
Other pension costs	<u>2,329</u>	<u>2,137</u>
	<u>60,077</u>	<u>61,169</u>

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

	2023	2022
Promotion & development of volunteering	2	2
Management and administration	<u>3</u>	<u>3</u>
	<u>5</u>	<u>5</u>

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

**11. TANGIBLE FIXED ASSETS**

	Tools	Garden equipment	Motor vehicles	Office equipment	Totals
	£	£	£	£	£
<b>COST</b>					
At 1 April 2022	-	-	-	17,210	17,210
Additions	-	-	-	1,118	1,118
Disposals	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	-	-	-	18,328	18,328
At 31 March 2023	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>DEPRECIATION</b>					
At 1 April 2022	-	-	-	17,015	17,015
Disposals	-	-	-	-	-
Charge for year	<u>-</u>	<u>-</u>	<u>-</u>	<u>475</u>	<u>475</u>
	-	-	-	17,490	17,490
At 31 March 2023	<u>-</u>	<u>-</u>	<u>-</u>	<u>17,490</u>	<u>17,490</u>
<b>NET BOOK VALUE</b>					
At 31 March 2023	<u>-</u>	<u>-</u>	<u>-</u>	<u>838</u>	<u>838</u>
At 31 March 2022	<u>-</u>	<u>-</u>	<u>-</u>	<u>195</u>	<u>195</u>

**12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2023	2022
	£	£
Accrued expenses	<u>1,393</u>	<u>1,368</u>

**13. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted funds	Restricted funds	Total	2023 funds	Total	2022 funds
	£	£		£		£
Fixed assets	838	-		838		195
Current assets	106,109	23,158		129,267		127,999
Current liabilities	<u>(1,393)</u>	<u>-</u>		<u>(1,393)</u>		<u>(1,368)</u>
	<u>105,554</u>	<u>23,158</u>		<u>128,712</u>		<u>126,826</u>

**CANTERBURY DISTRICT VOLUNTEER CENTRE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2023**

**14. MOVEMENT IN FUNDS**

	At 1.4.22	Net movement in funds	Transfers between funds	At 31.3.23
	£	£	£	£
<b>Unrestricted funds</b>				
General fund	94,106	(7,938)	(14,071)	72,097
Redundancy designated fund	19,386	-	14,071	33,457
	113,492	(7,938)	-	105,554
<b>Restricted funds</b>				
National Lottery Community Fund - Befriending	9,994	(6,098)	-	3,896
National Lottery Fund – Digital Skills	1,770	(1,770)	-	-
Kent Community Foundation – Sir George Earle	-	-	-	-
Kent Community Foundation – Frank Brake	-	3,125	-	3,125
Kent Community Foundation – Lawson Foundation	-	1,667	-	1,667
Colyer Ferguson Charitable Trust	-	2,500	-	2,500
Canterbury City Council - Strategic	-	-	-	-
Ashford VC	1,570	-	-	1,570
Henry Smith Charity	-	7,000	-	7,000
McCarthy Stone	-	3,400	-	3,400
	13,334	9,824	-	23,158
<b>TOTAL FUNDS</b>	<b>126,826</b>	<b>1,886</b>	<b>-</b>	<b>128,712</b>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	31,754	(39,692)	(7,938)
<b>Restricted funds</b>			
National Lottery Community Fund - Befriending	-	(6,098)	(6,098)
National Lottery Community Fund – Digital Skills	-	(1,770)	(1,770)
Kent Community Foundation – Sir George Earle	3,000	(3,000)	-
Kent Community Foundation – Frank Brake	6,000	(2,875)	3,125
Kent Community Foundation – Lawson Foundation	5,000	(3,333)	1,667
Kent & Medway CCG	8,808	(8,808)	-
Colyer Ferguson Charitable Trust	7,500	(5,000)	2,500
Canterbury City Council – Strategic	10,000	(10,000)	-
Ashford VC	6,250	(6,250)	-
Henry Smith Charity	10,000	(3,000)	7,000
McCarthy Stone	5,000	(1,600)	3,400
	61,558	(51,734)	9,824
<b>TOTAL FUNDS</b>	<b>93,312</b>	<b>91,426</b>	<b>1,886</b>



**CANTERBURY DISTRICT VOLUNTEER CENTRE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2023**

**14. MOVEMENT IN FUNDS - continued**

**Comparatives for movement in funds**

	At 1.4.21	Net movement in funds	Transfers between funds	At 31.3.22
	£	£	£	£
<b>Unrestricted funds</b>				
General fund	75,319	19,716	(929)	94,106
Redundancy designated fund	<u>18,457</u>	<u>-</u>	<u>929</u>	<u>19,386</u>
	93,776	19,716	-	113,492
<b>Restricted funds</b>				
National Lottery Community Fund - Befriending	-	9,994	-	9,994
National Lottery Community Fund – Development grant	10,936	(10,936)	-	-
National Lottery Fund – Digital Skills	-	1,770	-	1,770
Kent Community Foundation – Resilience Grant	4,817	(4,817)	-	-
Kent Community Foundation – Transport	3,750	(3,750)	-	-
Kent & Medway CCG	-	-	-	-
Colyer Ferguson Charitable Trust	-	-	-	-
Canterbury City Council - Strategic	-	-	-	-
Canterbury City Council – Sector recovery	-	-	-	-
Ashford VC – Boosters	-	1,570	-	1,570
Ashford VC – Kent Volunteering	-	-	-	-
Henry Smith Charity	7,500	(7,500)	-	-
Voluntary and Community Sector - Emergencies Partnership	-	-	-	-
	<u>27,003</u>	<u>(13,669)</u>	<u>-</u>	<u>13,334</u>
<b>TOTAL FUNDS</b>	<u>120,779</u>	<u>6,047</u>	<u>-</u>	<u>126,826</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	34,791	(15,075)	19,716
<b>Restricted funds</b>			
National Lottery Community Fund - Befriending	9,994	-	9,994
National Lottery Community Fund – Development grant	-	(10,936)	(10,936)
National Lottery Community Fund – Digital Skills	1,970	(200)	1,770
Kent Community Foundation – Resilience Grant	-	(4,817)	(4,817)
Kent Community Foundation - Transport	-	(3,750)	(3,750)
Kent & Medway CCG	8,808	(8,808)	-
Colyer Ferguson Charitable Trust	7,500	(7,500)	-
Canterbury City Council – Strategic	14,900	(14,900)	-
Canterbury Council – Sector recovery	4,000	(4,000)	-
Canterbury City Council – Local restrictions Support	4,955	(4,955)	-
Ashford VC – Boosters	2,000	(430)	1,570
Ashford VC – Kent Volunteering	3,500	(3,500)	-
Henry Smith Charity	-	(7,500)	(7,500)
Voluntary and Community Sector Emergencies Partnership	4,750	(4,750)	-
	<u>62,377</u>	<u>76,046</u>	<u>(13,669)</u>
<b>TOTAL FUNDS</b>	<u>97,168</u>	<u>91,121</u>	<u>6,047</u>

**CANTERBURY DISTRICT VOLUNTEER CENTRE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2023**

**14. MOVEMENT IN FUNDS - continued**

**National Lottery Community Fund - Development Grant**

In the previous financial year, we were awarded funding to pilot an innovative Virtual Volunteering project within the Canterbury district.

**Kent & Medway Clinical Commissioning Group**

Provision of a contract to support our Social Transport scheme enabling, primarily older people, to access medical and social appointments and thereby remain more independent.

**Henry Smith Charity**

We were granted £10,000 from the Henry Smith Foundation County Grants scheme towards the core costs of running the organisation.

**Colyer Ferguson Charitable Trust**

We were granted £7,500 from the Colyer-Ferguson Foundation 'Investing in Community Fund' towards the core costs of running the organisation.

**Kent Community Foundation Annual Application Route**

We applied for core funding under KCF's annual application route and were granted funding from the Sir George Earle fund, the Frank Brake Charitable Trust and the Lawson Foundation.

**National Lottery Community Fund – Awards for All Grant.**

We were successful in gaining a grant for the continuation of our befriending service for older people in the Canterbury District to alleviate social isolation and loneliness by training, supporting and utilizing volunteer befrienders. This funding was earmarked for the next financial year when our current funding ceased.

**National Lottery Community Fund – Digital Skills project**

Working alongside a number of Volunteer Centres in East Kent, and in conjunction with EK360 who were the body who applied for this funding, we are in the process of recruiting and training volunteers to act as Digital champions to enable older people to utilize the technology at their disposal (phones, laptops, tablets)

**Ashford Volunteer Centre – Booster Jab funding.**

Funding was gained from Kent County Council and disseminated by Ashford Volunteer Centre, to provide free transport for booster jabs across East Kent via the social Transport schemes of Volunteer Centre.

**Ashford Volunteer Centre – Kent Volunteer Partnership**

Funding was granted from Kent County Council and disseminated by Ashford Volunteer Centre to form a pilot project called the Kent Volunteer Partnership to streamline access to volunteering opportunities across Kent by the provision of a Kent-wide volunteering portal. Alongside this were the provision of drop-in sessions for volunteers and networking sessions for those who managed volunteers and the delivery of a number of online workshops relating to micro and virtual volunteering and the recruitment of young people.

**Canterbury City Council Strategic grant:**

Funding was gained from Canterbury City council to fund aspects of our Social Transport scheme enabling the continuation of this service and the marketing of this service to attract more volunteer drivers.

**Kent & Medway CCG**

This was for a contract to deliver transport services for older people within the district who required access to medial services

**15. RELATED PARTY DISCLOSURES**

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

**CANTERBURY DISTRICT VOLUNTEER CENTRE LIMITED**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2023**

	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
<b>INCOME AND ENDOWMENTS</b>				
<b>Donations and legacies</b>				
Grants and contracts	7,673	61,558	69,231	76,821
<b>Investment income</b>				
Rents received	7,125	-	7,125	7,125
Training	1,100	-	1,100	
Deposit account interest	<u>589</u>	<u>-</u>	<u>589</u>	<u>10</u>
	8,814	-	8,814	7,135
<b>Charitable activities</b>				
Driving income	<u>15,267</u>	<u>-</u>	<u>15,267</u>	<u>13,212</u>
<b>Total incoming resources</b>	31,754	61,558	93,312	97,168
<b>EXPENDITURE</b>				
<b>Charitable activities</b>				
Wages	23,652	34,096	57,748	59,032
Social security	-	-	-	-
Pensions	2,329		2,329	2,137
Training, subscriptions and CRB checks	<u>1,482</u>	<u>-</u>	<u>1,482</u>	<u>1,162</u>
	27,463	34,096	61,559	62,331
<b>Support costs</b>				
<b>Management</b>				
Rent and premises costs	7,858	5,601	13,459	13,285
Insurance	189	308	497	882
Light and heat	-	-	-	1,585
Telephone	163	6,928	7,091	5,448
Printing, postage and stationery	187	701	888	1,153
Sundries	2,120	1,337	3,457	1,612
Driver travel	335	943	1,278	81
Staff travel	118	270	388	324
Equipment replacement and repair	-	-	-	-
Advertising and publicity	17	1,050	1,067	1,775
Bookkeeping fees	-	-	-	86
Equipment rent	-	-	-	-
Depreciation equipment	<u>475</u>	<u>-</u>	<u>475</u>	<u>1,275</u>
	11,462	17,138	28,600	27,506
<b>Finance</b>				
Bank charges	247	-	247	264
<b>Governance costs</b>				
Independent examination	520	500	1,020	1,020
Auditors' remuneration for non-audit work	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>767</u>	<u>500</u>	<u>1,267</u>	<u>1,284</u>
<b>Total resources expended</b>	39,692	51,734	91,426	91,121
<b>Net surplus/(deficit)</b>	<u>(7,938)</u>	<u>9,824</u>	<u>1,886</u>	<u>6,047</u>