

Company registration number: 04379873

Charity registration number: 1091495

Eastwood Volunteer Bureau

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2023

Community Accounting Plus
Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Eastwood Volunteer Bureau

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Eastwood Volunteer Bureau

Reference and Administrative Details

| | |
|------------------------------------|---|
| Trustees | Tony Harper, Chair David Bagshaw Dawn Booth Michael Panter Douglas Wilcockson |
| Senior Management Team | Susan Bagshaw, Bureau Manager, until 30/06/23 |
| Charity Registration Number | 1091495 |
| Company Registration Number | 04379873 |
| Registered Office | Wellington Place Eastwood Nottinghamshire NG16 3GB |
| Independent Examiner | John O'Brien, employee of Community Accounting Plus Units 1 & 2 North West 41 Talbot Street Nottingham NG1 5GL |

Eastwood Volunteer Bureau

Trustees Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2023.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

| | |
|-----------|---|
| Trustees: | Tony Harper, Chair |
| | David Bagshaw |
| | Dawn Booth |
| | Michael Panter |
| | Douglas Wilcockson (appointed 2 March 2023) |

Structure, governance and management

Nature of governing document

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association dated 22 February 2002. It has no share capital and the liability of each member in the event of winding-up is limited to £1.

Recruitment and appointment of trustees

Overall management of the charity is the responsibility of the trustees who are elected and co-opted under the terms of the memorandum and articles of association. Day to day project activity is managed by the Bureau Manager and Project Co-ordinators.

Objectives and activities

Objects and aims

- (a) To provide charitable transport facilities in North Broxtowe* for people who cannot use public transport because they are elderly, poor or disabled;
- (b) The promotion of social inclusion in North Broxtowe amongst elderly or disabled, who are excluded or isolated from society because of age or infirmity;
- (c) The relief of poverty in North Broxtowe by the provision of a Food Bank;
- (d) To provide other charitable services from time to time as the trustees see fit;
- (e) To recruit and support the work of volunteers to carry out these services.

* (North Broxtowe includes Awsworth, Brinsley, Cossall, Eastwood, Kimberley, Newthorpe, Nuthall, Watnall and surrounding areas.)

Eastwood Volunteer Bureau

Trustees Report

Public benefit

Our aims are met by 3 core schemes:

1. Community Transport Scheme;
2. Be-A-Friend Scheme;
3. Food Parcel distribution scheme.

The Community Transport scheme continues to grow and we currently have 378 clients registered as at the end of March 2022, a decrease of 18 on last year's numbers. This remains a very valued service for the community which provides affordable transport for the elderly and those unable to use public transport. At the end of this year we had a total of 5 volunteer drivers, the drop in numbers being as a result of the Covid pandemic.

Our Be-A-Friending Scheme continues to grow and at the end of the financial year we had 12 volunteers visiting 13 clients. This important service arranges for volunteers to visit the isolated and lonely in the local community.

The Food Bank which is now open every Friday, continues to grow supplying up to 100 parcels each week.

We continue to support organisations like VAB (Voluntary Action Broxtowe), BWP (Broxtowe Womens Project), Sheila Gibson Unit, Eastwood Womens Group, Eastwood Mental Health Group, Framework & CGL (Change Grow Live).

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Financial review

Policy on reserves

Our reserves' policy includes:

In line with good current practice in the event of closure, the Eastwood Volunteer Bureau will aim to hold sufficient reserves to:

1. Honour its liabilities to staff, suppliers and other organisations;
2. Have sufficient funds to continue normal operations.

Reserves Estimate as at 31/03/2023

a. Closure costs:

Redundancy £5,850

Notice costs £1,127

Unpaid salary costs £520

Residual holiday (Ave 1 week) £260

b. Contracts:

Photocopier £2,931

c. Operating cash flow £13,000

TOTAL £23,688

Principal risks and uncertainties

Funding of our schemes

The funding of our schemes continues to be a cause for concern as we are dependent on charitable funding.

Eastwood Volunteer Bureau

Trustees Report

Achievements and performance

Our long-standing manager has now retired, and we are setting up a new management team from our current workforce who are very experienced in their duties. We are also currently recruiting a new Befriending Co-ordinator and Transport Co-ordinator. The Be-friending scheme which has accreditation from the 'National Council for Voluntary Organisations, Mentoring and Befriending Foundation' continues to pick up after being dormant during the pandemic.

The Transport Scheme has also now improved since the Covid situation and is now expanding.

Although the furniture recycling scheme was discontinued, the bureau continues to keep small electrical items, bedding, another household items to give out to needy clients.

The Food Bank continues to be very busy and we distribute over 400 parcels a month and has shown a massive increase on the past few years. In the present financial climate, we believe this can only get busier as so many people are struggling to feed themselves and their families, we continue to provide a vital service to our community. This increased demand has put an enormous strain on finances of the food bank as donations cannot cover the food required and our previous large stock is now getting depleted. Fortunately, we have been supported by many small charities and local supermarkets who have been extremely generous with their donations of food.

We still have the use of storage room at a fire station and a storage container, situated next to the bureau, although we are trying to centralise all of the food within the curtilage of Eastwood Volunteer Bureau premises.

During the last year, we have tried to increase our income from room rental. This is now showing some good results.

All involved in Eastwood Volunteer Bureau are committed and passionate about the work of the bureau. We believe that we have the responsibility to run all of our schemes with efficiency whilst keeping a careful eye on the most common economic use of our limited resources.

Eastwood Volunteer Bureau

Trustees Report

Statement of Responsibilities

The trustees (who are also the directors of Eastwood Volunteer Bureau 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), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland". The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

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

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards, comprising FRS 102 have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records that can disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on and signed on its behalf by:

.....
Tony Harper
Trustee

Eastwood Volunteer Bureau

Independent Examiner's Report to the trustees of Eastwood Volunteer Bureau ('the Company')

Independent examiner's report to the trustees of Eastwood Volunteer Bureau ('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 that in any material respect:

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.

.....
John O'Brien MSc, FAIA, FCCA, FCIE, employee of Community Accounting Plus
Fellow of the Association of Charity Independent Examiners

Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Date:.....

Eastwood Volunteer Bureau

Statement of Financial Activities for the Year Ended 31 March 2023 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

| | Note | Unrestricted £ | Restricted £ | Total 2023 £ | Total 2022 £ |
|------------------------------------|------|----------------------|-----------------|----------------------|----------------------|
| Income and Endowments from: | | | | | |
| Donations and legacies | 2 | 18,681 | - | 18,681 | 50,204 |
| Charitable activities | 3 | 30,045 | 5,000 | 35,045 | 14,998 |
| Investment income | 4 | 209 | - | 209 | 4 |
| Total Income | | <u>48,935</u> | <u>5,000</u> | <u>53,935</u> | <u>65,206</u> |
| Expenditure on: | | | | | |
| Charitable activities | 6 | <u>(47,883)</u> | <u>(5,658)</u> | <u>(53,541)</u> | <u>(49,006)</u> |
| Total Expenditure | | <u>(47,883)</u> | <u>(5,658)</u> | <u>(53,541)</u> | <u>(49,006)</u> |
| Net income/(expenditure) | | 1,052 | (658) | 394 | 16,200 |
| Transfers between funds | | <u>(658)</u> | <u>658</u> | <u>-</u> | <u>-</u> |
| Net movement in funds | | 394 | - | 394 | 16,200 |
| Reconciliation of funds | | | | | |
| Total funds brought forward | | <u>55,775</u> | <u>-</u> | <u>55,775</u> | <u>39,575</u> |
| Total funds carried forward | 19 | <u><u>56,169</u></u> | <u><u>-</u></u> | <u><u>56,169</u></u> | <u><u>55,775</u></u> |

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for the period is shown in note 19.

The notes on pages 10 to 18 form an integral part of these financial statements.

Eastwood Volunteer Bureau

Statement of Financial Activities for the Year Ended 31 March 2023 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

These are the figures for the previous accounting period and are included for comparative purposes

| | Note | Unrestricted funds £ | Total 2022 £ |
|------------------------------------|------|----------------------------|----------------------|
| Income and Endowments from: | | | |
| Donations and legacies | 2 | 50,204 | 50,204 |
| Charitable activities | 3 | 14,998 | 14,998 |
| Investment income | 4 | 4 | 4 |
| Total income | | <u>65,206</u> | <u>65,206</u> |
| Expenditure on: | | | |
| Charitable activities | 6 | <u>(49,006)</u> | <u>(49,006)</u> |
| Total expenditure | | <u>(49,006)</u> | <u>(49,006)</u> |
| Net income | | <u>16,200</u> | <u>16,200</u> |
| Net movement in funds | | 16,200 | 16,200 |
| Reconciliation of funds | | | |
| Total funds brought forward | | <u>39,575</u> | <u>39,575</u> |
| Total funds carried forward | 19 | <u><u>55,775</u></u> | <u><u>55,775</u></u> |

The notes on pages 10 to 18 form an integral part of these financial statements.

Eastwood Volunteer Bureau
(Registration number: 04379873)
Balance Sheet as at 31 March 2023

| | Note | 2023 £ | 2022 £ |
|---|------|----------------|----------------|
| Current assets | | | |
| Debtors | 12 | 1,169 | 1,408 |
| Cash at bank and in hand | 13 | <u>56,008</u> | <u>55,507</u> |
| | | 57,177 | 56,915 |
| Creditors: Amounts falling due within one year | 14 | <u>(1,008)</u> | <u>(1,140)</u> |
| Net assets | | <u>56,169</u> | <u>55,775</u> |
| Funds of the charity: | | | |
| Unrestricted income funds | | | |
| Unrestricted funds | | <u>56,169</u> | <u>55,775</u> |
| Total funds | 19 | <u>56,169</u> | <u>55,775</u> |

For the financial year ending 31 March 2023 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

The financial statements on pages 7 to 18 were approved by the trustees, and authorised for issue on and signed on their behalf by:

.....
Tony Harper
Trustee

The notes on pages 10 to 18 form an integral part of these financial statements.

Eastwood Volunteer Bureau

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

1 Accounting policies

Summary of significant accounting policies and key accounting estimates

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

Statement of compliance

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

Basis of preparation

Eastwood Volunteer Bureau meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Eastwood Volunteer Bureau

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

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

| Asset class | Depreciation method and rate |
|--------------------|-------------------------------------|
| Computer equipment | 33.3% straight line |

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Eastwood Volunteer Bureau

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

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. Pension costs charges in the Statement of Financial Activities represent the contributions payable by the charity during the year.

2 Income from donations and legacies

| | Unrestricted funds General £ | Total 2023 £ | Total 2022 £ |
|--|---------------------------------------|--------------------|--------------------|
| Donations and legacies; | | | |
| Donations from companies, trusts and similar proceeds | 16,576 | 16,576 | 10,900 |
| Grants, including capital grants; | | | |
| Government grants | 2,105 | 2,105 | 39,304 |
| | <u>18,681</u> | <u>18,681</u> | <u>50,204</u> |

3 Income from charitable activities

| | Unrestricted funds General £ | Restricted funds £ | Total 2023 £ | Total 2022 £ |
|-------------------------|---------------------------------------|--------------------------|--------------------|--------------------|
| Grants | - | 5,000 | 5,000 | - |
| Booking fees | 1,392 | - | 1,392 | 533 |
| Passenger fares | 1,486 | - | 1,486 | 1,083 |
| Fundraising | 382 | - | 382 | 12 |
| Photocopying | 6 | - | 6 | 2 |
| Rental income | 26,779 | - | 26,779 | 12,991 |
| Transport reimbursement | - | - | - | 377 |
| | <u>30,045</u> | <u>5,000</u> | <u>35,045</u> | <u>14,998</u> |

4 Investment income

| | Unrestricted funds General £ | Total 2023 £ | Total 2022 £ |
|---|---------------------------------------|--------------------|--------------------|
| Interest receivable and similar income; | | | |
| Interest receivable on bank deposits | 209 | 209 | 4 |

Eastwood Volunteer Bureau

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

5 Grants & donations

| | Unrestricted funds £ | Restricted funds £ | Total £ |
|----------------------------------|----------------------------|--------------------------|---------------|
| Nottinghamshire County Council | 1,605 | - | 1,605 |
| Sundry grants & donations | 10,498 | - | 10,498 |
| Eastwood Town Council | 500 | - | 500 |
| The Julia and Hans Rausing Trust | 3,660 | - | 3,660 |
| The Thomas Farr Charity | - | 5,000 | 5,000 |
| Charities Aid Foundation | 2,418 | - | 2,418 |
| | <u>18,681</u> | <u>5,000</u> | <u>23,681</u> |

6 Expenditure on charitable activities

| | Unrestricted funds General £ | Restricted funds £ | Total 2023 £ | Total 2022 £ |
|---------------------------------|---------------------------------------|--------------------------|--------------------|--------------------|
| Accountancy & professional fees | 1,768 | - | 1,768 | 1,646 |
| Bank charges | 98 | - | 98 | 18 |
| Bad debts | - | - | - | 1,338 |
| Computer support & equipment | 1,102 | - | 1,102 | 1,151 |
| Driver expenses | 1,752 | - | 1,752 | 1,317 |
| Equipment, repairs & renewals | 762 | - | 762 | 659 |
| DBS checks | 23 | - | 23 | 161 |
| Fundraising | 129 | - | 129 | - |
| Hospitality & refreshments | 80 | - | 80 | 19 |
| Food supplies | 2,715 | - | 2,715 | 566 |
| Insurance | 1,365 | - | 1,365 | 850 |
| Postage & telephone | 987 | - | 987 | 513 |
| Printing & stationery | 1,931 | - | 1,931 | 1,849 |
| Rent & services | 9,089 | - | 9,089 | 10,539 |
| Subscriptions & affiliation | 333 | - | 333 | 132 |
| Sundry expenditure | 289 | - | 289 | - |
| Travel & subsistence | 50 | - | 50 | 31 |
| Volunteer expenses | - | 219 | 219 | 70 |
| Wages, NI & pension | 25,410 | 5,439 | 30,849 | 28,147 |
| | <u>47,883</u> | <u>5,658</u> | <u>53,541</u> | <u>49,006</u> |

Eastwood Volunteer Bureau

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

7 Staff costs

The aggregate payroll costs were as follows:

| | 2023 £ | 2022 £ |
|--|---------------|---------------|
| Staff costs during the year were: | | |
| Wages and salaries | 30,719 | 27,695 |
| Pension costs | <u>130</u> | <u>452</u> |
| | <u>30,849</u> | <u>28,147</u> |

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

| | 2023 No | 2022 No |
|-----------------------------|------------|------------|
| Average number of employees | <u>3</u> | <u>3</u> |

1 (2022 - 1) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £130 (2022 - £452).

No employee received emoluments of more than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £13,520 (2022 - £12,576).

8 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

9 Related party transactions

There were no related party transactions in the year.

10 Taxation

The charity is a registered charity and is therefore exempt from taxation.

Eastwood Volunteer Bureau

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

11 Tangible fixed assets

| | Computer equipment £ | Total £ |
|-----------------------|----------------------------|------------|
| Cost | | |
| At 1 April 2022 | 1,385 | 1,385 |
| At 31 March 2023 | 1,385 | 1,385 |
| Depreciation | | |
| At 1 April 2022 | 1,385 | 1,385 |
| At 31 March 2023 | 1,385 | 1,385 |
| Net book value | | |
| At 31 March 2023 | - | - |
| At 31 March 2022 | - | - |

12 Debtors

| | 2023 £ | 2022 £ |
|---------------|-----------|-----------|
| Trade debtors | 301 | 550 |
| Prepayments | 358 | 311 |
| Other debtors | 510 | 547 |
| | 1,169 | 1,408 |

13 Cash and cash equivalents

| | 2023 £ | 2022 £ |
|--------------|-----------|-----------|
| Cash on hand | 1,285 | 165 |
| Cash at bank | 54,723 | 55,342 |
| | 56,008 | 55,507 |

14 Creditors: amounts falling due within one year

| | 2023 £ | 2022 £ |
|------------------------------------|-----------|-----------|
| Other taxation and social security | - | 180 |
| Other creditors | 1,008 | 960 |
| | 1,008 | 1,140 |

Eastwood Volunteer Bureau

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

15 Obligations under leases and hire purchase contracts

Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

| | 2023 £ | 2022 £ |
|----------------------------|--------------|--------------|
| Photocopier | | |
| Within one year | 1,675 | 1,675 |
| Between one and five years | 1,256 | 2,931 |
| | <u>2,931</u> | <u>4,606</u> |

16 Commitments

Capital commitments

A lease has been signed for rental of the premises. The premises are leased from Nottinghamshire County Council at £2,157 p.a. to 12/07/2023.

The total amount contracted for but not provided in the financial statements was £539 (2022 - £2,157).

17 Charity status

The charity is a company limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

18 Fees payable to independent examiner

During the period, the fees payable (excluding VAT) to the charity's independent examiner Community Accounting Plus are analysed as follows:

| | 2023 £ | 2022 £ |
|--------------------------|--------------|--------------|
| Independent examination | 800 | 760 |
| Other financial services | 480 | 556 |
| | <u>1,280</u> | <u>1,316</u> |

Eastwood Volunteer Bureau

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

19 Funds

| | Balance at 1 April 2022 £ | Incoming resources £ | Resources expended £ | Transfers £ | Balance at 31 March 2023 £ |
|---------------------------------|---------------------------------|----------------------------|----------------------------|----------------------------------|-------------------------------------|
| Unrestricted funds | | | | | |
| <i>General</i> | | | | | |
| General fund | 45,425 | 46,043 | (42,079) | (658) | 48,731 |
| <i>Other</i> | | | | | |
| Transport | 10,350 | 2,892 | (5,804) | - | 7,438 |
| | <u>10,350</u> | <u>2,892</u> | <u>(5,804)</u> | <u>-</u> | <u>7,438</u> |
| Total unrestricted funds | 55,775 | 48,935 | (47,883) | (658) | 56,169 |
| Restricted funds | | | | | |
| Be-A-Friend Co-ordinator | - | 5,000 | (5,658) | 658 | - |
| Total funds | <u>55,775</u> | <u>53,935</u> | <u>(53,541)</u> | <u>-</u> | <u>56,169</u> |
| | Balance at 1 April 2021 £ | Incoming resources £ | Resources expended £ | Balance at 31 March 2022 £ | |
| Unrestricted funds | | | | | |
| <i>General</i> | | | | | |
| General fund | 32,947 | 54,269 | (41,791) | 45,425 | |
| <i>Other</i> | | | | | |
| Transport | 6,628 | 10,937 | (7,215) | 10,350 | |
| | <u>6,628</u> | <u>10,937</u> | <u>(7,215)</u> | <u>10,350</u> | |
| Total funds | <u>39,575</u> | <u>65,206</u> | <u>(49,006)</u> | <u>55,775</u> | |

The specific purposes for which the funds are to be applied are as follows:

Transport - scheme that provides affordable transport for the elderly and those unable to use public transport.

Be-A-Friend Scheme arranges for volunteers to visit the isolated and lonely in the local community.

The transfer from the General fund to the Be-A-Friend Co-ordinator fund is to cover the deficit on this activity.

Eastwood Volunteer Bureau

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

20 Analysis of net assets between funds

| | Unrestricted | |
|---------------------|---------------|---------------|
| | General | 2023 |
| | £ | Total funds |
| | | £ |
| Current assets | 57,177 | 57,177 |
| Current liabilities | (1,008) | (1,008) |
| Total net assets | <u>56,169</u> | <u>56,169</u> |
| | Unrestricted | |
| | General | 2022 |
| | £ | Total funds |
| | | £ |
| Current assets | 56,915 | 56,915 |
| Current liabilities | (1,140) | (1,140) |
| Total net assets | <u>55,775</u> | <u>55,775</u> |