VOLUNTEER FRIENDS

England & Wales · Charity number 1098366

Details

Other names	NUNEATON & BEDWORTH VOLUNTEER BUREAU, VOLUNTEER CENTRE - NUNEATON & BEDWORTH, NBVB
Status	Registered
Legal form	Charitable company
Company number	04609837
Registered	2003-07-04
Register	View on the Charity Commission register

Contact

Address	Darlaston House 4 School Road Bulkington Bedworth Warwickshire CV12 9JB
Phone	02476315151
Email	info@volunteerfriends.org.uk
Website	www.volunteerfriends.org.uk

Activities

Objects: TO PROMOTE ANY CHARITABLE PURPOSE FOR THE BENEFIT OF ALL INHABITANTS IN THE AREA OF BENEFIT BY ASSOCIATING TOGETHER VOLUNTEERS AND ORGANIZATIONS IN A COMMON EFFORT TO ADVANCE EDUCATION, PROTECT HEALTH, RELIEVE POVERTY, SICKNESS AND DISTRESS AND ADVANCE ANY OTHER CHARITABLE PURPOSE. FOR THESE PURPOSES BUT NOT OTHERWISE THE COMPANY SHALL:I. ADVISE AND GUIDE PERSONS WILLING TO VOLUNTEER.II. PROVIDE A CENTRE.III. ADVISE AND GUIDE ORGANISATIONS REGARDING ISSUES RELATING TO THE RIGHTS AND RESPONSIBILITIES OF VOLUNTEERS.IV. PUBLICISE OPPORTUNITIES FOR VOLUNTEERING WITHIN THE AREA OF BENEFIT.V. PROMOTE VOLUNTEERING AND COMMUNITY ACTIVITY BY RECRUITING, MOTIVATING, SUPPORTING AND ENABLING THOSE INDIVIDUALS IN THE AREA OF BENEFIT TO TAKE A FULLER PART IN SOCIETY, TO TAKE GREATER CONTROL OVER THEIR LIVES AND TO INCREASE THEIR OPPORTUNITIES FOR LEARNING AND DEVELOPMENT.

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Activities: Volunteer Centre - Nuneaton & Bedworth is a local Volunteer Development infrastructure agency supporting individual volunteers and the local volunteer involving organisations from voluntary, public, private and community sector.Core activities focus on the recruitment, placement and support of volunteers across the local community.

Classification

- **How:** Makes Grants To Organisations, Provides Human Resources, Provides Buildings/facilities/open Space, Provides Advocacy/advice/information, Sponsors Or Undertakes Research, Acts As An Umbrella Or Resource Body
- **What:** Education/training, Disability, Economic/community Development/employment
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- **Area of benefit:** WITHIN THE BOROUGHS OF NUNEATON AND BEDWORTH
- Warwickshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£208,649	£156,762	-	-
2024-03-31	£180,372	£151,412	-	-
2023-03-31	£150,908	£124,857	-	-
2022-03-31	£121,340	£116,966	-	-
2021-03-31	£164,948	£101,881	-	-

Trustees

Name	Role	Appointed
Donna Suzanne Williamson		2019-03-01
Laura Susan Smith		2023-04-13
Lynne Snow		2020-06-26
Mikhael Sherlon Newman		2023-02-20
Paul Monaghan		2022-01-20
Richard Smith		2017-01-10

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VOLUNTEER FRIENDS

England & Wales - Charity number 1098366

Accounts

VOLUNTEER FRIENDS

(A company limited by guarantee)

TRUSTEES' REPORT AND ACCOUNTS

FOR THE YEAR ENDED

31ST MARCH, 2025

Charity Number 1098366
Company Number 4609837

VOLUNTEER FRIENDS
(A company limited by guarantee)

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VOLUNTEER FRIENDS
(A company limited by guarantee)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH, 2025

The trustees, who are also directors of the Charity for the purposes of the Companies Act, submit their report and accounts for the year ended 31st March 2025.

Reference and administrative information

Charity Name	Volunteer Friends (formerly known as Volunteer Centre – Nuneaton & Bedworth)	
Charity Registration Number	1098366	
Company Registration Number	4609837	
Registered Office and Operational Address	Darlaston House 4 School Road Bulkington Warwickshire CV12 9JB	
Trustees	R. T. Smith D.S. Williamson L. R. Snow P. Monaghan M. S. Newman L. S. Smith	Chair
Lead Officer	M. Kalsi	
Company Secretary	R. T. Smith	
Bankers	NatWest Bank plc 1 Market Place Nuneaton Warwickshire CV11 4YY	CAF Bank 25 Kings Hill Avenue Kings Hill West Malling, Kent ME19 4JQ
Accountants	Armstrongs (Nuneaton) Limited Chartered Accountants Gethin House 36 Bond Street Nuneaton Warwickshire CV11 4DA	

VOLUNTEER FRIENDS
(A company limited by guarantee)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH, 2025 continued

Governing document

The organisation is a charitable company limited by guarantee, incorporated on 5th December 2002 and registered as a charity on 4th July 2003. It is governed by the Memorandum and Articles of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.00.

Statement of Public Benefit

Objects of the charity, principal activities and organisation of the work
The Charity's objects and principal activities are to be performed for those within the Borough of Nuneaton & Bedworth and its surrounding districts.

The objects are to:

- benefit the general population of Nuneaton & Bedworth and surrounding areas by providing services and community recreation and to encourage community action and social cohesion within the locality.

- inspire and facilitate the support and training of people of all ages, abilities and interests to serve and engage with their community by providing, friendship and community recreation as deemed fit and necessary to fulfil and enhance the lives and wellbeing of residents in the Area of Benefit.

- for the public benefit, encouraging social inclusion in all our activities by promoting voluntary service and community action for all people including those not in full time employment or unwaged individuals, people from diverse background and cultures through the continued development of their individual capabilities, competences, skills and understanding in social cohesion.

- to hold forums, produce exhibitions, talks and other public events, as deemed appropriate.

- to promote social inclusion for the public benefit by challenging discrimination on the grounds of sex, race, disability, ethnic origin, religion, belief, creed, sexual orientation or gender re-assignment; poor educational or skills attainment; relationship and family breakdown and poor housing.

Developments, activities and achievements this year

- **Medicar Transport Service**
  Medicar Transport has been busy this year with our pool of volunteer drivers continuing to undertake medical related trips, vaccine trips and social trips. The social trips have mainly been to attend VF's social activities. We have also been fortunate in welcoming a few new drivers to our drivers' team.

VOLUNTEER FRIENDS
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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31st MARCH, 2025 continued

Medicar Stats:	2022-2023	2023-2024	2024-2025
Number of Volunteer Miles	22,121	31,572	32,192
Number of Volunteer Hours	1,978	2,838	3,151

- **WMAS Dialysis Trips**
  We have a small team of volunteer drivers undertaking medical transport for renal patients requiring dialysis treatment. Since April 2024, our drivers have transported 5 patients to their treatments on a weekly basis.

WMAS Stats:	2022-2023	2023-2024	2024-2025
Number of Volunteer Trips (return)	626	573	483
Number of Volunteer Trips (one-way)	77	175	47
Number of Volunteer Miles	14,684	8,537	12,462
Number of Volunteer Hours	665	681	1,048

- **Supported Shopping Service**
  Our supported shopping service, which takes place every Wednesdays to ASDA, Nuneaton has been busy and popular. We take up to 7 shoppers on a fortnightly basis to do their shopping, with the support of up to 5 volunteer escorts.

Shopping Stats:	2022-2023	2023-2024	2024-2025
Number of Volunteer Hours	1,046	1,141	1,201

- **Singing with Dementia**
  Our Singing with Dementia group meet in Bulkington on Thursdays for a good sing song, refreshments and lots of cake! During the year, we had 62 members attend at least one session and the group has been supported by 16 volunteers over the year.

VOLUNTEER FRIENDS
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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31st MARCH, 2025 continued

- **Friendship Group**
  Our Friendship Group lunches have been very popular. Our volunteer cooks have been making delicious, traditional meals such as cottage pie, roast chicken dinners, chicken casserole and lasagna. The groups enjoy a weekly quiz and a game or two of bingo after their two-course lunch. We also run a Friday morning coffee and craft group where service users enjoy a cuppa and chat, whilst knitting and croqueting.

- **Woodcrafting Centre**
  Our workshop is a multi-purpose workshop suitable for wood craft and wood turning. Thanks to our team of enthusiastic and skilled volunteers, we are able to teach those who would like to learn new skills in woodcraft. The members have made some lovely items that VF has been able to sell to help generate some much-needed funds for the charity.

- **3D Printing**
  We have been running 3D design and print sessions for young people. We are still in the early stages of this project; however, the feedback has been great.

- **Disclosure and Barring Service**
  We have continued to provide DBS guidance and processing service for a number of organisations and community groups.

Volunteer Friends has achieved another successful year, operating all service areas at full capacity. We are proud to have served so many in need across our communities, with demand for our Friendship Groups and Supported Shopping Service often resulting in a waiting list.

We continued our commitment to youth engagement by providing training sessions in 3D design and print. This is a growth area, and we are currently developing partnerships to expand the service's reach.

Financial sustainability was significantly strengthened this year. A successful Lottery Grant bid the previous year, combined with strong fundraising events, has enabled us to thrive and provide much needed services for our local community. Additionally, we successfully secured a late-year grant to purchase a smaller vehicle, enhancing our operational flexibility. Furthermore, income generation increased through the sale of woodcraft items and a significant rise in Medicar trips. These successes guarantee support for our vital work over the next few years.

VOLUNTEER FRIENDS
(A company limited by guarantee)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31st MARCH, 2025 continued

Our partnership with the local Primary Care Network Social Prescribers has proven invaluable, providing a consistent flow of new client referrals. This collaboration highlights the power of partnership working to identify and support those in need, including providing essential food packages to residents struggling with the ongoing cost-of-living crisis.

Supported by our dedicated staff, we continue to attract and retain a great team of volunteers. Looking ahead, we anticipate another strong performance in 2025/26 as we continue to help those most in need in our communities.

Transactions and financial position

- The Statement of Financial Activities shows net income of £51,887 and reserves of £217,699.
- Transfers between funds were in accordance with financial standing orders

Funds

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the objects of the Charity and which are not designated for particular purposes.

Designated funds are unrestricted funds that have been set aside by the trustees for particular purposes. The Exit Costs reserve has been designated by the directors to provide for 3 months running costs to enable the Charity to cease its activities in the event of a significant drop in funding.

Saying Our Thanks

Our Funders

The National Lottery Community Fund – Reaching Communities
Awards for All National Lottery England
Warwickshire County Council - Medicar and Supported Shopping Service
Warwickshire County Council (lead organisation VASA)
Warwickshire County Council – Household Support Fund
Warwickshire County Councillor - Councillor Grant
Department of Transport
Bulkington Health Support Charity
Coventry and Warwickshire Charitable Trust

Thank you to R K Hughes for a generous donation of £3,000.
Also, thank you to everyone who kindly donated to the charity.

VOLUNTEER FRIENDS
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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH, 2025 continued

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor, or which have been raised by the Charity for specific purposes. Details of the aims and use of each restricted fund are set out in note 16 and note 17 to the accounts.

Allocation of Costs
The Statement of Financial Activities shows costs allocated according to the purpose of the expenditure: -

Costs of generating voluntary income represents the staff time spent making funding applications and reporting to funders.

Charitable activities are the core and project activities of the Centre.

Governance Costs are expenditure on governance arrangements which relate to the general running of the Charity. These activities provide the governance infrastructure which allows the Charity to operate and to generate the information required for public accountability. They include the strategic planning processes that contribute to future development of the Charity.

Investment powers
In accordance with the Memorandum, the company invests monies, not immediately required, in short-term Bank and Building Society deposits.

Donations and grants
Details of grants and donations received in the year are set out in note 2 to the accounts.

Reserves policy
The Management Committee has established a policy of setting aside 3 months running costs in reserve fund, as exit costs, to enable the Charity to cease its activities in the event of a significant drop in funding. Equipment purchased which is fully funded by project grants is not capitalised but a sum equivalent to the cost is transferred to the Fixed Asset Replacement fund. For Motor Vehicles which are fully funded, the grants received for their purchase are treated as Restricted Funds and the annual depreciation charge is taken from that Restricted Fund until the vehicle is fully written down.

Risk Management
The charity aims to manage risk at all levels of the organisation and has written policies on Health and Safety, Child Protection and Volunteers. Risk management is actively carried out in relation to governance, finance, health and safety, equal opportunities and volunteer and staff safety.

Future Development
The charity is now seeking to identify gaps in its service and develop new projects to meet the needs of its clients. Existing projects are also being evaluated to determine the future strategy.

VOLUNTEER FRIENDS
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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH, 2025 continued

Directors and Trustees
Members of the Management Committee, who are directors of the Charity for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report, are set out in the Reference and Administrative Information of this report. One third of board members are subject to retirement by rotation at each Annual General Meeting.

Potential new Directors/Trustees are identified on the basis of interest shown in volunteering and on the basis of relevant skills. Candidates are given the opportunity to find out in detail about the work of the Centre before being formally appointed by the Trustees. Newly appointed Trustees are supported in becoming familiar with the policies and detailed working of the organisation.

Statement of Directors' and Trustees' responsibilities
The directors and trustees are required by law to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources, and application of resources including the income and expenditure of the charitable company for the year. In preparing those financial statements, the Directors and Trustees are required to:

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

The directors and 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 comply with the Companies Act 2006

They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies' exemption.

Approval
This report was approved by the directors and trustees on 10 December 2025 and signed on their behalf.

R. T. Smith, Chairperson

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF VOLUNTEER FRIENDS
(A company limited by guarantee)

I report on the accounts of the company for the year ended 31 March 2025 which are set out on pages 8 to 20.

Responsibilities and basis of report

As the charity 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 company'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.

Jane Biggs

Jane Biggs
Chartered Certified Accountant
Armstrongs (Nuneaton) Limited
Chartered Accountants
Gethin House, 36 Bond Street
Nuneaton
Warwickshire
CV11 4DA

DATE: 10 December 2025

VOLUNTEER FRIENDS
(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31st MARCH, 2025

	Note	Unrestricted £	Restricted £	Total 2025 £	Total 2024 £
Income and endowments from:					
Donations and grants	2	11,090	118,831	129,921	105,952
Activities for Raising funds	2	10,357	-	10,357	10,187
Income from investments	2	2,195	-	2,195	1,982
Income from Charitable activities	2	27,432	38,744	66,176	62,251
Other income		-	-	-	-
Total income and endowments		51,074	157,575	208,649	180,372
Expenditure on:					
Expenditure on Raising funds	3	1,034	5,984	7,018	7,214
Expenditure on Charitable activities	4	14,832	122,197	137,029	131,190
Governance costs	5	1,923	10,792	12,715	13,008
Total expenditure		17,789	138,973	156,762	151,412
Net income		33,285	18,602	51,887	28,960
Transfers between funds		(52)	52	-	-
Net movement in funds		33,233	18,654	51,887	28,960
Reconciliation of funds					
Total funds brought forward		132,592	33,220	165,812	136,852
Total funds carried forward		165,825	51,874	217,699	165,812

VOLUNTEER FRIENDS
(A company limited by guarantee)

BALANCE SHEET AT 31ST MARCH, 2025

	Note		2025		2024
Fixed Assets			£		£
Tangible Assets	10		-		-
Current Assets					
Debtors	11	10,784		12,095	
Cash at bank and in hand		210,320		156,806	
		221,104		168,901	
Creditors: amounts falling due within one year	12	(3,405)		(3,089)	
Net Current Assets			217,699		165,812
Net Assets	13		217,699		165,812
Funds of the Charity					
Unrestricted funds					
General funds			118,325		92,592
Designated funds			47,500		40,000
			165,825		132,592
Restricted funds			51,874		33,220
Total Funds	16		217,699		165,812

VOLUNTEER FRIENDS
(A company limited by guarantee)

BALANCE SHEET AT 31ST MARCH, 2025 - continued

For the year ended 31 March 2025, the company 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 company to obtain an audit of its accounts for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small company's regime and in accordance with FRS102 SORP.

The financial statements were approved by the Board on 10 December 2025 and signed on its behalf by:



- R. T. Smith, Chairperson

- L. Snow

Company Registration No 04609837

The notes on pages 12 to 20 form part of these accounts.

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2025

1. Accounting Policies

a) The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable tin the UK and Republic of Ireland (FRS102) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.
The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.
The significant accounting policies applied in the preparation of the financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

b) The charity is a company limited by guarantee in England. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The registered office is given in the charity information on page 1 of these financial statements.

c) Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable.

d) Grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the period in which they are receivable.

e) Incoming resources from fundraising and from investments is included when receivable.

f) Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT, which cannot be recovered.

g) Expenditure on governance of the charity includes all expenditure not directly relating to the charitable activity.

h) Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Office & Workshop Equipment	-	25% Straight Line
Computer Equipment	-	33.3% Straight Line
Building Refurbishment	-	Over the remainder of the lease
Vehicles (New)/(Second Hand)	-	25%/33.3% Straight Line

The purchase of Office, Workshop and Computer equipment from project grants is written off in the year of purchase against the relevant restricted fund and not subjected to depreciation. Depreciation of the Minibuses is charged against the grants received with the balance of grants being carried forward to cover future depreciation charges.

VOLUNTEER FRIENDS
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NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2025

1. Accounting Policies (continued)

i) Where funds are received which apply to subsequent accounting periods, these are shown in the balance sheet as deferred income until the date at which they are classed as income, at which time they are transferred to income.

j) The cost of providing pension and related benefits is charged to the SOFA as incurred.

k) Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

l) Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure, which meets these criteria, is charged to the fund, together with a fair allocation of management and support costs.

m) Designated funds are unrestricted funds earmarked by the management committee for particular purposes.

n) Rentals under operating leases are charged to the Statement of Financial Activities as they fall due.

2. Analysis of income

	Unrestricted	Restricted	Total 2025	Total 2024
Income from donations	£	£	£	£
Donations	11,090	139	11,229	4,194
Grants				
Asda – Foodie Friends	-	400	400	-
Awards for All – Foodie Friends	-	19,933	19,933	-
Bulkington Health Support Charity	-	4,500	4,500	-
Bulkington Volunteers	-	3,244	3,244	400
Cost of Living-Food Packages Councillor Grant	-	-	-	350
Coventry & Warwickshire Charitable Trust	-	1,329	1,329	-
History Hub	-	-	-	5,791
The National Lottery-Friendship Group	-	57,668	57,668	56,618
VASA Community Transport Cost of Living	-	12,095	12,095	19,995
WCC Cost of Living	-	-	-	1,000
WCC Cost of Living Food Packages	-	544	544	2,100
WCC Councillor Grant	-	2,100	2,100	-
WCC Medicar	-	4,050	4,050	4,050
WCC Household Support Grant	-	8,451	8,451	3,846
WCC Supported Shopping Service	-	4,378	4,378	4,319
Woodcrafting Centre - Adults	-	-	-	3,289
	11,090	118,831	129,921	105,952

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2025

2. Analysis of income (continued)

	Unrestricted £	Restricted £	Total 2025 £	Total 2024 £
Activities for Raising funds				
Fundraising events	4,184	-	4,184	3,851
Project management charges	-	-	-	980
Disclosure & barring service checks	6,173	-	6,173	5,356
	10,357	-	10,357	10,187
Income from investments				
Bank and Building Society Interest received	2,195	-	2,195	1,982
Income from Charitable activities				
Medicar charges	-	23,134	23,134	22,029
Training fees received	120	-	120	-
Supported shopping service contributions	-	3,475	3,475	2,982
West Midlands Ambulance Service dialysis transport	-	12,135	12,135	12,550
The Friendship group	16,698	-	16,698	16,160
Singing with Dementia	4,971	-	4,971	3,838
Woodcrafting centre sales	5,623	-	5,623	4,662
Sales (Direct)	20	-	20	30
	27,432	38,744	66,176	62,251

3. Expenditure on raising funds

	Unrestricted £	Restricted £	Total 2025 £	Total 2024 £
Salaries, national insurance and pension Contributions	1,034	5,984	7,018	7,214

VOLUNTEER FRIENDS
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NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2025

4. Expenditure on Charitable activities

	Unrestricted £	Restricted £	Total 2025 £	Total 2024 £
Volunteer expenses	-	28,110	28,110	24,259
Salaries, national insurance and pension Contributions	7,680	47,567	55,247	56,463
Staff expenses	-	-	-	1
Rent and room hire	20	15,980	16,000	11,307
Telephone and internet	270	1,754	2,024	1,830
Office expenses and equipment maintenance	850	3,544	4,394	2,290
Utilities	929	4,000	4,929	4,483
Training expenses	-	-	-	-
Insurance	388	500	888	960
Project costs	1,564	20,456	22,020	25,733
Event and meeting costs	-	-	-	249
DBS checks	3,131	-	3,131	2,456
Subscriptions	-	286	286	279
Management charges	-	-	-	588
Depreciation	-	-	-	292
	14,832	122,197	137,029	131,190

5. Governance costs

	Unrestricted £	Restricted £	Total 2025 £	Total 2024 £
Staff salaries, national insurance and pension contributions	1,623	6,292	7,915	8,468
Rent and room hire	-	-	-	192
Telephone and internet	-	-	-	15
Office expenses	-	-	-	186
Utilities	-	-	-	16
Insurance	-	-	-	2
Professional fees – Accountancy etc	235	4,500	4,735	3,677
Bank charges	65	-	65	60
Management charges	-	-	-	392
	1,923	10,792	12,715	13,008

VOLUNTEER FRIENDS
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NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2025

6. Staff costs and numbers

	2025 £	2024 £
Staff costs were as follows:		
Salaries and wages	67,049	68,918
Employers National Insurance	-	-
Employers Pension costs	3,131	3,226
	70,180	72,144

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

Average monthly number of full-time equivalent employees in the year.

	2025	2024
Fundraising	0.2	0.2
Charitable activities	2.0	2.0
Governance	0.1	0.1
	2.3	2.3

7. Taxation

As a Charity, Volunteer Friends is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity.

8. Trustees' remuneration and expenses

No remuneration was paid to trustees in the year. £Nil (2024 £Nil) was reimbursed for trustee expenses.

9. Fees for examination of the accounts

	2025 £	2024 £
Independent examiner's fees for reporting on the accounts	1,524	1,450

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2025

10. Fixed Assets

Cost	Unrestricted Office & Workshop Equipment	Computer Equipment	Building Refurbishment	Vehicles	Total
	£	£	£	£	£
At 1st April 2024	2,976	1,891	17,382	-	22,249
Additions in the year	-	-	-	-	-
Disposals	-	-	-	-	-
At 31st March 2025	2,976	1,891	17,382	-	22,249
Depreciation					
At 1st April 2024	2,976	1,891	17,382	-	22,249
Provided in the year	-	-	-	-	-
Disposals	-	-	-	-	-
At 31st March 2025	2,976	1,891	17,382	-	22,249
Net Book Value					
At 31st March 2024	-	-	-	-	-
At 31st March 2025	-	-	-	-	-

11. Debtors

	2025 £	2024 £
Other debtors	3,237	4,903
Prepayments	7,547	7,192
	10,784	12,095

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2025

12. Creditors and Accruals

	2025 £	2024 £
Other creditors	470	470
Other taxes and social security	(90)	(603)
Accruals and deferred income	3,025	3,222
	3,405	3,089

13. Analysis of Net Assets by Fund

	Unrestricted Funds £	Restricted Funds £	Total £
Fixed Assets	-	-	-
Current Assets	168,696	52,408	221,104
Current Liabilities	(2,871)	(534)	(3,405)
Funds Balance	165,825	51,874	217,699

The purpose of the designated funds (included in unrestricted funds above) is outlined in the trustees' report.

14. Pension Scheme

The Charity operates a Stakeholder Pension Scheme, i.e. defined contribution, for the benefit of the employees. The pension charge for the year was £3,131 (2024 £3,226). At 31st March 2025 £470 (2024 £470) was outstanding.

15. Lease Commitments

The Charity has non-cancellable operating leases with an annual commitment expiring:

	Buildings £	Office Equipment £
Within two to five years	16,000	Nil

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2025

16. Statement of Funds

	As at 1st April 2024	Income	Expenditure	Transfer	As at 31st March 2025
	£	£	£	£	£
Unrestricted Funds:					
General Fund	92,592	51,074	17,789	(7,552)	118,325
Designated Fund:					
Exit Costs Reserve	30,000	-	-	5,000	35,000
Redundancy Reserve	10,000	-	-	2,500	12,500
Total Unrestricted Funds	132,592	51,074	17,789	(52)	165,825
Restricted Funds:					
Asda – Foodie Friends	-	400	399	(1)	-
Awards for All – Foodie Friends	-	19,933	8,113	2	11,822
Bulkington Health Support Charity	-	4,500	3,485	(1)	1,014
Bulkington Volunteers	-	3,244	3,244	-	-
Bulkington Volunteers – Greenshoots	367	-	367	-	-
Coventry & Warwickshire Charitable Trust	-	1,329	1,381	52	-
History Hub	5,791	-	-	-	5,791
Renal	2,871	12,135	12,922	-	2,084
The National Lottery - Friendship Group	7,156	57,668	50,312	-	14,512
VASA Community Transport – Cost of Living	9,000	12,095	18,047	-	3,048
WCC Cost of Living	710	544	1,254	-	-
WCC Councillor Grant	-	2,100	343	-	1,757
WCC Medicar	3,886	27,323	26,925	-	4,284
WCC Household Support Grant	313	8,451	3,976	-	4,788
WCC Supported Shopping	2,151	7,853	7,914	-	2,090
WCC Vaccine Delivery	975	-	291	-	684
Total Restricted Funds	33,220	157,575	138,973	52	51,874
Total Funds	165,812	208,649	156,762	-	217,699

The projects financed by the restricted funds help to meet the objects of the Charity as outlined in the Trustees report.

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2025

17. Purposes of Restricted Funds

Project	Purpose	Funders
Asda – Foodie Friends	Providing food packages	ASDA Community Foundation
Awards for All – Foodie Friends	Providing food packages	National Lottery Awards for All England
Bulkington Health Support	Providing food packages and core costs	Bulkington Health Support Charity
Bulkington Volunteers	Provide food packages	Bulkington Volunteers
Bulkington Volunteers - Greenshoots	For planting in the village of Bulkington.	Funds brought forward
Coventry & Warwickshire Charitable Trust	Equipment Funding	Coventry & Warwickshire Charitable Trust
History Hub	To develop a future History related project	History Hub Limited
Renal	To help with non-emergency passenger journeys to the Renal Unit.	Funds brought forward.
The National Lottery - Friendship Group	To combat social isolation	The National Lottery Community Fund
VASA Community Transport	To provide core costs for transport services	Voluntary Action Stratford
WCC Cost of Living	Food packages	Warwickshire CC
WCC Councillor Grant	Cooking with confidence – Healthy eating cooking session	Warwickshire Councillor Grant
WCC Medi-car	Transport to medical appointments.	Warwickshire CC
WCC Household Support	Help towards food packages	Warwickshire CC
WCC Supported Shopping Service	Supported shopping for elderly and disabled people.	Warwickshire CC
WCC Vaccine Delivery (Covid 19)	To cover transport costs for Covid vaccinations.	Funds brought forward

VOLUNTEER FRIENDS

England & Wales - Charity number 1098366

Accounts

VOLUNTEER FRIENDS

(A company limited by guarantee)

TRUSTEES' REPORT AND ACCOUNTS

FOR THE YEAR ENDED

31ST MARCH, 2024

Charity Number 1098366
Company Number 4609837

VOLUNTEER FRIENDS
(A company limited by guarantee)

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VOLUNTEER FRIENDS
(A company limited by guarantee)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH, 2024

The trustees, who are also directors of the Charity for the purposes of the Companies Act, submit their report and accounts for the year ended 31st March 2024.

Reference and administrative information

Charity Name	Volunteer Friends (formerly known as Volunteer Centre – Nuneaton & Bedworth)
Charity Registration Number	1098366
Company Registration Number	4609837
Registered Office and Operational Address	Darlaston House 4 School Road Bulkington Warwickshire CV12 9JB
Trustees	R. T. Smith — Chair D.S. Williamson L. R. Snow P. Monaghan M. S. Newman L. S. Smith
Lead Officer	M. Kalsi
Company Secretary	R. T. Smith
Bankers	NatWest Bank plc 1 Market Place Nuneaton Warwickshire CV11 4YY CAF Bank 25 Kings Hill Avenue Kings Hill West Malling, Kent ME19 4JQ
Accountants	Armstrongs Bishop Simmons Limited Chartered Accountants Gethin House 36 Bond Street Nuneaton Warwickshire CV11 4DA

VOLUNTEER FRIENDS
(A company limited by guarantee)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH, 2024 continued

Governing document

The organisation is a charitable company limited by guarantee, incorporated on 5th December 2002 and registered as a charity on 4th July 2003. It is governed by the Memorandum and Articles of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.00.

Statement of Public Benefit

Objects of the charity, principal activities and organisation of the work

The Charity's objects and principal activities are to be performed for those within the Borough of Nuneaton & Bedworth and its surrounding districts.

The objects are to:

- benefit the general population of Nuneaton & Bedworth and surrounding areas by providing services and community recreation and to encourage community action and social cohesion within the locality.

- inspire and facilitate the support and training of people of all ages, abilities and interests to serve and engage with their community by providing , friendship and community recreation as deemed fit and necessary to fulfil and enhance the lives and wellbeing of residents in the Area of Benefit.

- for the public benefit,encouraging social inclusion in all our activities by promoting voluntary service and community action for all people including those not in full time employment or unwaged individuals, people from diverse background and cultures through the continued development of their individual capabilities, competences , skills and understanding in social cohesion.

- to hold forums, produce exhibitions, talks and other public events, as deemed appropriate.

- to promote social inclusion for the public benefit by challenging discrimination on the grounds of sex, race, disability, ethnic origin, religion, belief, creed, sexual orientation or gender re-assignment; poor educational or skills attainment; relationship and family breakdown and poor housing.

Developments, activities and achievements this year

- **Medicar**
  Medicar Transport has been busy this year with our pool of volunteer drivers continuing to undertake medical related trips, vaccine trips and social trips. The social trips have mainly been to attend Volunteer Friend's social activities. We have also been fortunate in welcoming a few new drivers to our drivers' team.

VOLUNTEER FRIENDS
(A company limited by guarantee)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31st MARCH, 2024 continued

The volunteer drivers' undertook journeys in 2023/24 covering over 31,572 miles and contributing 2,838 hours of their time.

- **Supported Shopping Service**
  Our supported shopping service which takes place every Wednesdays to ASDA, Nuneaton has been busy and popular. We take up to 7 shoppers on a fortnightly basis to do their shopping, with the support of up to 5 volunteer escorts.

  In total, our volunteers gave 1,141 hours of their time to help us deliver this valuable service.

- **WMAS Dialysis Trips**
  We have a small team of volunteer drivers undertaking medical transport for renal patients requiring dialysis treatments. Since April 2022, our drivers have transported 6 patients to their treatments on a weekly basis.

  In total, our volunteers did 573 return trips, and 175 one-way trips covering 8,537 miles and contributing 681 hours of their time.

- **Singing with Dementia**
  Our Singing with Dementia group meet in Bulkington on Thursdays for a good sing song, refreshments and lots of cake! During the year, we had 84 members attend at least one session and the group has been supported by 15 volunteers over the year.

- **Friendship Group**
  Our Friendship Group lunches have been very popular. Our volunteer cooks have been making delicious, traditional meals such as cottage pie, roast chicken dinners, chicken casserole and lasagne. The groups enjoy a weekly quiz and a game or two of bingo after their two-course lunch. We also run a Friday morning coffee and craft group where service users enjoy a cuppa and chat, and some will knit or crochet.

- **Woodcrafting Centre**
  Our workshop space is a multi-purpose workshop suitable for wood craft and wood turning. Thanks to our team of enthusiastic and skilled volunteers, we are able to teach those who would like to learn new skills in woodcraft. The members have made some lovely items that Volunteer Friends has been able to sell to help generate some much-needed funds for the charity.

- **3D Printing**
  We have been running 3D design and print sessions for young people. We are still in the early stages of this project, however, the feedback has been great.

VOLUNTEER FRIENDS
(A company limited by guarantee)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31st MARCH, 2024 continued

- **Disclosure and Barring Service**
  We have continued to provide DBS guidance and processing service for a number of organisations and community groups.

This has been another successful year for Volunteer Friends which has seen all our service areas full to capacity, serving those in need in our communities, at times our Friendship Groups and Supported Shopping Service having a waiting list of clients eager to join.

During the year we have continued to work with young people by offering training sessions in 3D design and print, an area we are keen to expand, so plans are underway to work with partners to offer this service more widely.

Sustainability is always an issue for small charities however this year has seen us strengthen our reserves with a successful Lottery Grant bid and some strong fundraising events that will guarantee support for our work over the next few years.

Working with the local Primary Care Network Social Prescribers, has provided a constant flow of new client referrals in need of our services, and this clearly demonstrates the value of partnership working to identify those in need and provide them with support, this has included providing food packages for those still struggling with the current cost of living crisis, an issue that is affecting many in our communities.

We continue to attract and maintain a great team of volunteers supported by our excellent staff and the indications are looking good for another strong performance in 2024/25 helping those most in need in our communities.

Transactions and financial position

- The Statement of Financial Activities shows net income of £28,960 and reserves of £165,812.
- Transfers between funds were in accordance with financial standing orders

Funds

General funds are unrestricted funds which
are available for use at the discretion of the trustees in furtherance of the objects of the Charity and which are not designated for particular purposes.

Designated funds are unrestricted funds that have been set aside by the trustees for particular purposes. The Exit Costs reserve has been designated by the directors to provide for 3 months running costs to enable the Charity to cease its activities in the event of a significant drop in funding.

VOLUNTEER FRIENDS
(A company limited by guarantee)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH, 2024 continued

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or which have been raised by the Charity for specific purposes. Details of the aims and use of each restricted fund are set out in note 16 and note 17 to the accounts.

Allocation of Costs
The Statement of Financial Activities shows costs allocated according to the purpose of the expenditure:-

Costs of generating voluntary income represents the staff time spent making funding applications and reporting to funders.

Charitable activities are the core and project activities of the Centre.

Governance Costs are expenditure on governance arrangements which relate to the general running of the Charity. These activities provide the governance infrastructure which allows the Charity to operate and to generate the information required for public accountability. They include the strategic planning processes that contribute to future development of the Charity.

Investment powers
In accordance with the Memorandum, the company invests monies, not immediately required, in short-term Bank and Building Society deposits.

Donations and grants
Details of grants and donations received in the year are set out in note 2 to the accounts.

Reserves policy
The Management Committee has established a policy of setting aside 3 months running costs in reserve fund, as exit costs, to enable the Charity to cease its activities in the event of a significant drop in funding. Equipment purchased which is fully funded by project grants is not capitalised but a sum equivalent to the cost is transferred to the Fixed Asset Replacement fund. For Motor Vehicles which are fully funded, the grants received for their purchase are treated as Restricted Funds and the annual depreciation charge is taken from that Restricted Fund until the vehicle is fully written down.

Risk Management
The charity aims to manage risk at all levels of the organisation and has written policies on Health and Safety, Child Protection and Volunteers. Risk management is actively carried out in relation to governance, finance, health and safety, equal opportunities and volunteer and staff safety.

Future Development
The charity is now seeking to identify gaps in its service and develop new projects to meet the needs of its clients. Existing projects are also being evaluated to determine the future strategy.

VOLUNTEER FRIENDS
(A company limited by guarantee)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH, 2024 continued

Directors and Trustees

Members of the Management Committee, who are directors of the Charity for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report, are set out in the Reference and Administrative Information of this report. One third of board members are subject to retirement by rotation at each Annual General Meeting.

Potential new Directors/Trustees are identified on the basis of interest shown in volunteering and on the basis of relevant skills. Candidates are given the opportunity to find out in detail about the work of the Centre before being formally appointed by the Trustees. Newly appointed Trustees are supported in becoming familiar with the policies and detailed working of the organisation.

Statement of Directors' and Trustees' responsibilities

The directors and trustees are required by law to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources, and application of resources including the income and expenditure of the charitable company for the year. In preparing those financial statements, the Directors and Trustees are required to:

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

The directors and 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 comply with the Companies Act 2006

They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

Approval

This report was approved by the directors and trustees on 14 November 2024 and signed on their behalf.



R. T. Smith, Chairperson

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF VOLUNTEER FRIENDS
(A company limited by guarantee)

I report on the accounts of the company for the year ended 31 March 2024 which are set out on pages 8 to 20.

Responsibilities and basis of report
As the charity 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 company'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.

Jane Biggs

Jane Biggs
Chartered Certified Accountant
Armstrongs Bishop Simmons Limited
Chartered Accountants
Gethin House, 36 Bond Street
Nuneaton
Warwickshire
CV11 4DA

Date: 14 November 2024

VOLUNTEER FRIENDS
(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31st MARCH, 2024

	Note	Unrestricted £	Restricted £	Total 2024 £	Total 2023 £
Income and endowments from:					
Donations and grants	2	3,874	102,078	105,952	87,532
Activities for Raising funds	2	10,187	-	10,187	14,292
Income from investments	2	1,982	-	1,982	177
Income from Charitable activities	2	24,690	37,561	62,251	48,907
Other income		-	-	-	-
Total income and endowments		40,733	139,639	180,372	150,908
Expenditure on:					
Expenditure on Raising funds	3	353	6,861	7,214	5,995
Expenditure on Charitable activities	4	6,612	124,578	131,190	107,956
Governance costs	5	2,075	10,933	13,008	10,906
Total expenditure		9,040	142,372	151,412	124,857
Net income		31,693	(2,733)	28,960	26,051
Transfers between funds		(102)	102	-	-
Net movement in funds		31,591	(2,631)	28,960	26,051
Reconciliation of funds					
Total funds brought forward		101,001	35,851	136,852	110,801
Total funds carried forward		132,592	33,220	165,812	136,852

VOLUNTEER FRIENDS
(A company limited by guarantee)

BALANCE SHEET AT 31ST MARCH, 2024

	Note	2024	2023
Fixed Assets		£	£
Tangible Assets	10	-	292
Current Assets			
Debtors	11	12,095	15,028
Cash at bank and in hand		156,806	124,512
		168,901	139,540
Creditors: amounts falling due within one year	12	(3,089)	(2,980)
Net Current Assets		165,812	136,560
Net Assets	13	165,812	136,852
Funds of the Charity			
Unrestricted funds			
General funds		92,592	72,001
Designated funds		40,000	29,000
		132,592	101,001
Restricted funds		33,220	35,851
Total Funds	16	165,812	136,852

VOLUNTEER FRIENDS
(A company limited by guarantee)

BALANCE SHEET AT 31ST MARCH, 2024 - continued

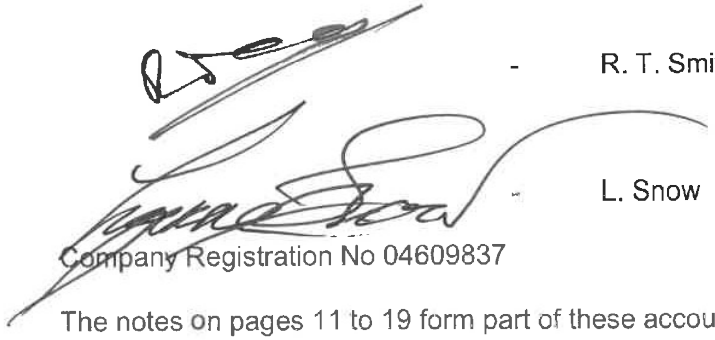
For the year ended 31 March 2024, the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small company's regime and in accordance with FRS102 SORP.

The financial statements were approved by the Board on 14 November 2024 and signed on its behalf by:



- R. T. Smith, Chairperson

- L. Snow

Company Registration No 04609837

The notes on pages 11 to 19 form part of these accounts.

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2024

1. Accounting Policies

a) The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable tin the UK and Republic of Ireland (FRS102) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.
The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.
The significant accounting policies applied in the preparation of the financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

b) The charity is a company limited by guarantee in England. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The registered office is given in the charity information on page 1 of these financial statements.

c) Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable.

d) Grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the period in which they are receivable.

e) Incoming resources from fundraising and from investments is included when receivable.

f) Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT, which cannot be recovered.

g) Expenditure on governance of the charity includes all expenditure not directly relating to the charitable activity.

h) Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Office & Workshop Equipment	-	25% Straight Line
Computer Equipment	-	33.3% Straight Line
Building Refurbishment	-	Over the remainder of the lease
Vehicles (New)/(Second Hand)	-	25%/33.3% Straight Line

The purchase of Office, Workshop and Computer equipment from project grants is written off in the year of purchase against the relevant restricted fund and not subjected to depreciation. Depreciation of the Minibuses is charged against the grants received with the balance of grants being carried forward to cover future depreciation charges.

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2024

1. Accounting Policies (continued)

i) Where funds are received which apply to subsequent accounting periods, these are shown in the balance sheet as deferred income until the date at which they are classed as income, at which time they are transferred to income.

j) The cost of providing pension and related benefits is charged to the SOFA as incurred.

k) Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

l) Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure, which meets these criteria, is charged to the fund, together with a fair allocation of management and support costs.

m) Designated funds are unrestricted funds earmarked by the management committee for particular purposes.

n) Rentals under operating leases are charged to the Statement of Financial Activities as they fall due.

2. Analysis of income

	Unrestricted	Restricted	Total 2024	Total 2023
Income from donations	£	£	£	£
Donations	3,874	320	4,194	3,524
Grants				
Medicar (WCC)	-	4,050	4,050	4,050
Supported Shopping Service (WCC)	-	4,319	4,319	4,299
Accelerate (Coventry & Warwickshire	-	-	-	25,195
The National Lottery-Friendship Group	-	56,618	56,618	-
VASA (Hardship/Community Transport)	-	19,995	19,995	30,000
Cost of Living-Food Packages	-	2,100	2,100	-
Bulkington Volunteers	-	400	400	775
Bulkington Volunteers-Greenshoots	-	-	-	1,500
Severn Trent Water	-	-	-	10,000
Bulkington Health Support Charity	-	-	-	2,000
Nuneaton Round Table	-	-	-	1,339
Councillor Grant	-	350	350	-
WCC Cost of Living	-	1,000	1,000	-
3D Printing Project (Bedworth Lions)	-	-	-	500
WCC Loneliness & Social Isolation	-	-	-	1,200
WCC Cost of Living Grant (Food Packages)	-	-	-	350
WCC Household Support Grant	-	3,846	3,846	-
Woodcrafting Centre - Adults	-	3,289	3,289	800
Friendship Group (Meals & Social Activities)	-	-	-	2,000
History Hub	-	5,791	5,791	-
	3,874	102,078	105,952	87,532

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2024

2. Analysis of income (continued)

	Unrestricted £	Restricted £	Total 2024 £	Total 2023 £
Activities for Raising funds				
Fundraising events	3,851	-	3,851	4,758
Project management charges	980	-	980	3,463
Disclosure & barring service checks	5,356	-	5,356	4,471
Room hire	-	-	-	1,600
	10,187	-	10,187	14,292
Income from investments				
Bank and Building Society Interest received	1,982	-	1,982	177
Income from Charitable activities				
Medicar charges	-	22,029	22,029	12,885
Training fees received	-	-	-	1,394
Supported shopping service contributions	-	2,982	2,982	2,305
West Midlands Ambulance Service dialysis transport	-	12,550	12,550	13,444
The friendship group	16,160	-	16,160	14,257
Singing with Dementia	3,838	-	3,838	-
Woodcrafting centre sales	4,662	-	4,662	4,432
Sales (Direct)	30	-	30	190
	24,690	37,561	62,251	48,907

3. Expenditure on raising funds

	Unrestricted £	Restricted £	Total 2024 £	Total 2023 £
Salaries, national insurance and pension Contributions	353	6,861	7,214	5,995

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2024

4. Expenditure on Charitable activities

	Unrestricted £	Restricted £	Total 2024 £	Total 2023 £
Volunteer expenses	-	24,259	24,259	16,055
Salaries, national insurance and pension Contributions	2,765	53,698	56,463	47,398
Staff expenses	1	-	1	-
Rent and room hire	383	10,924	11,307	9,000
Telephone and internet	30	1,800	1,830	1,581
Office expenses and equipment maintenance	-	2,290	2,290	3,188
Utilities	33	4,450	4,483	4,415
Training expenses	-	-	-	126
Insurance	5	955	960	1,128
Project costs	860	24,873	25,733	19,020
Event and meeting costs	-	249	249	103
DBS checks	2,456	-	2,456	2,298
Subscriptions	79	200	279	235
Management charges	-	588	588	3,117
Depreciation	-	292	292	292
	6,612	124,578	131,190	107,956

5. Governance costs

	Unrestricted £	Restricted £	Total 2024 £	Total 2023 £
Staff salaries, national insurance and pension contributions	415	8,053	8,468	6,558
Rent and room hire	192	-	192	1,000
Telephone and internet	15	-	15	176
Office expenses	186	-	186	355
Utilities	16	-	16	491
Insurance	2	-	2	125
Professional fees – Accountancy etc	1,204	2,473	3,677	1,782
Bank charges	45	15	60	73
Management charges	-	392	392	346
	2,075	10,933	13,008	10,906

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2024

6. Staff costs and numbers

	2024 £	2023 £
Staff costs were as follows:		
Salaries and wages	61,863	51,595
Employers National Insurance	-	-
Employers Pension costs	10,281	8,356
	72,144	59,951

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

Average monthly number of full time equivalent employees in the year.

	2024	2023
Fundraising	0.2	0.2
Charitable activities	2.0	2.0
Governance	0.1	0.1
	2.3	2.3

7. Taxation

As a Charity, Volunteer Friends is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity.

8. Trustees remuneration and expenses

No remuneration was paid to trustees in the year. £Nil (2023 £Nil) was reimbursed for trustee expenses.

9. Fees for examination of the accounts

	2024 £	2023 £
Independent examiner's fees for reporting on the accounts	1,450	1,380

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2024

10. Fixed Assets

Cost	Unrestricted Office & Workshop Equipment	Computer Equipment	Building Refurbishment	Vehicles	Total
	£	£	£	£	£
At 1st April 2023	2,976	710	17,382	-	21,068
Additions in the year	-	-	-	-	-
Disposals	-	-	-	-	-
At 31st March 2024	2,976	710	17,382	-	21,068
Depreciation					
At 1st April 2023	2,684	710	17,382	-	20,776
Provided in the year	292	-	-	-	292
Disposals	-	-	-	-	-
At 31st March 2024	2,976	710	17,382	-	21,068
Net Book Value					
At 31st March 2023	292	-	-	-	292
At 31st March 2024	-	-	-	-	-

11. Debtors

	2024 £	2023 £
Other debtors	4,903	11,134
Prepayments	7,192	3,894
	12,095	15,028

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2024

12. Creditors and Accruals

	2024 £	2023 £
Other creditors	470	414
Other taxes and social security	(603)	(1,179)
Accruals and deferred income	3,222	3,745
	3,089	2,980

13. Analysis of Net Assets by Fund

	Unrestricted Funds £	Restricted Funds £	Total £
Fixed Assets	-	-	-
Current Assets	134,704	34,197	168,901
Current Liabilities	(2,112)	(977)	(3,089)
Funds Balance	132,592	33,220	165,812

The purpose of the designated funds (included in unrestricted funds above) is outlined in the trustees report.

14. Pension Scheme

The Charity operates a Stakeholder Pension Scheme, i.e. defined contribution, for the benefit of the employees. The pension charge for the year was £10,281 (2023 £8,356). At 31st March 2024 £470 (2023 £414) was outstanding.

15. Lease Commitments

The Charity has non-cancellable operating leases with an annual commitment expiring:

	Buildings £	Office Equipment £
Within two to five years	16,000	Nil

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2024

16. Statement of Funds

	As at 1st April 2023	Income	Expenditure	Transfer	As at 31st March 2024
	£	£	£	£	£
Unrestricted Funds:					
General Fund	72,001	40,733	9,040	(11,102)	92,592
Designated Fund:					
Exit Costs Reserve	20,500	-	-	9,500	30,000
Redundancy Reserve	8,500	-	-	1,500	10,000
Total Unrestricted Funds	101,001	40,733	9,040	(102)	132,592
Restricted Funds:					
Medicar	392	26,399	22,905	-	3,886
Supported Shopping	35	7,301	5,185	-	2,151
The National Lottery-Friendship	-	56,618	49,462	-	7,156
Renal	-	12,550	9,679	-	2,871
WCC Vaccine Delivery	1,284	-	309	-	975
VASA Hardship	18,957	-	18,957	-	-
VASA Community Transport	-	10,995	11,037	42	-
VASA Community Transport	-	9,000	-	-	9,000
Cost of Living – Food Packages	-	2,100	1,390	-	710
Bulkington Volunteers	553	400	1,007	54	-
Bulkington Vol-Greenshoots	1,500	-	1,133	-	367
Severn Trent Water	7,743	-	7,747	4	-
Bulkington Health Support	2,000	-	2,000	-	-
Councillor Grant	-	350	350	-	-
WCC Cost of Living	-	1,000	1,000	-	-
Bedworth Lions 3D Printing	330	-	330	-	-
WCC Household Support	-	3,846	3,533	-	313
Woodcrafting Centre - Adults	880	3,289	4,169	-	-
WCC (Friendship Garden)	2,000	-	2,002	2	-
WCC (Cost of Living Grant)	177	-	177	-	-
History Hub	-	5,791	-	-	5,791
Total Restricted Funds	35,851	139,639	142,372	102	33,220
Total Funds	136,852	180,372	151,412	-	165,812

The projects financed by the restricted funds help to meet the objects of the Charity as outlined in the Trustees report.

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2024

17. Purposes of Restricted Funds

Project	Purpose	Funders
Medi-car	Transport to medical appointments.	Warwickshire CC £4,050
Supported Shopping Service	Supported shopping for elderly and disabled people.	Warwickshire CC £3,800, Dept of Transport £519
The National Lottery Friendship Group	To combat social isolation	The National Lottery Community Fund £56,618
Renal	To help with non-emergency passenger journeys to the Renal Unit.	West Midlands Ambulance Service £12,550.
WCC Vaccine Delivery (Covid 19)	To cover transport costs for Covid vaccinations.	Funds brought forward
VASA Hardship	To provide community transport to support those in greatest need to access vital medical appointments and social support groups.	Funds brought forward
VASA Community Transport	To provide core costs for transport services	Voluntary Action Stratford £19,995
Cost of Living	Food packages	Warwickshire CC £2,100
Bulkington Volunteers	Provide food packages	Funds brought forward and £400 in year
Bulkington Volunteers - Greenshoots	For planting in the village of Bulkington.	Funds brought forward.
Severn Trent Water	Towards core costs.	Funds brought forward.
Bulkington Health Support	Towards friendship group and 3D printing.	Funds brought forward.
Councillor Grant	Friends to Turn To Project to support those struggling with bereavement	Warwickshire CC £350
WCC Cost of Living	Bulkington Volunteers towards food packages	Warwickshire CC £1,000
WCC Household Support	Help towards food packages	Warwickshire CC £3,846
Woodcrafting Centre	To enhance woodcrafting skills.	Heart of England Community Foundation – CBS £3,289
Friendship Garden	To create a sensory garden on the patio area.	Funds brought forward.
History Hub	To develop a future History related project	History Hub Limited £5,791

VOLUNTEER FRIENDS

England & Wales - Charity number 1098366

Accounts

VOLUNTEER FRIENDS

(A company limited by guarantee)

TRUSTEES' REPORT AND ACCOUNTS

FOR THE YEAR ENDED

31ST MARCH, 2023

Charity Number 1098366
Company Number 4609837

VOLUNTEER FRIENDS
(A company limited by guarantee)

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VOLUNTEER FRIENDS
(A company limited by guarantee)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH, 2023

The trustees, who are also directors of the Charity for the purposes of the Companies Act, submit their report and accounts for the year ended 31st March 2023.

Reference and administrative information

Charity Name	Volunteer Friends (formerly known as Volunteer Centre – Nuneaton & Bedworth)
Charity Registration Number	1098366
Company Registration Number	4609837
Registered Office and Operational Address	Darlaston House 4 School Road Bulkington Warwickshire CV12 9JB
Trustees	R. T. Smith Chair L. R. Hayley (resigned 14 April 2022) D.S. Williamson L. R. Snow P. Monaghan M. S. Newman (appointed 20 February 2023) L. S. Smith (appointed 13 April 2023)
Lead Officer	M. Kalsi
Company Secretary	R. T. Smith
Bankers	NatWest Bank plc 1 Market Place Nuneaton Warwickshire CV11 4YY CAF Bank 25 Kings Hill Avenue Kings Hill West Malling, Kent ME19 4JQ
Accountants	Armstrongs Bishop Simmons Limited Chartered Accountants Gethin House 36 Bond Street Nuneaton Warwickshire CV11 4DA

VOLUNTEER FRIENDS
(A company limited by guarantee)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH, 2023 continued

Governing document

The organisation is a charitable company limited by guarantee, incorporated on 5th December 2002 and registered as a charity on 4th July 2003. It is governed by the Memorandum and Articles of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.00.

Statement of Public Benefit

Objects of the charity, principal activities and organisation of the work
The Charity's objects and principal activities are to be performed for those within the Borough of Nuneaton & Bedworth and its surrounding districts.

The objects are to:

- benefit the general population of Nuneaton & Bedworth and surrounding areas by providing services and community recreation and to encourage community action and social cohesion within the locality.

- inspire and facilitate the support and training of people of all ages, abilities and interests to serve and engage with their community by providing , friendship and community recreation as deemed fit and necessary to fulfil and enhance the lives and wellbeing of residents in the Area of Benefit.

- for the public benefit,encouraging social inclusion in all our activities by promoting voluntary service and community action for all people including those not in full time employment or unwaged individuals, people from diverse background and cultures through the continued development of their individual capabilities, competences , skills and understanding in social cohesion.

- to hold forums, produce exhibitions, talks and other public events, as deemed appropriate.

- to promote social inclusion for the public benefit by challenging discrimination on the grounds of sex, race, disability, ethnic origin, religion, belief, creed, sexual orientation or gender re-assignment; poor educational or skills attainment; relationship and family breakdown and poor housing.

Developments, activities and achievements this year

- **Medicar**
  Medicar Transport has been busy this year with our pool of volunteer drivers undertaking medical related trips, vaccine trips and social trips. The social trips have mainly been to attend VF's social activities. We have also been fortunate in welcoming a few new drivers to our drivers' team. Our figures may be lower this year in comparison to last year due to diverting some drivers across to cover dialysis trips.

VOLUNTEER FRIENDS
(A company limited by guarantee)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31st MARCH, 2023 continued

The volunteer drivers' undertook journeys in 2022/23 covering over 22,121 miles and contributing 1,978 hours of their time.

- **Supported Shopping Service**
  Our supported shopping service which takes place every Wednesdays to ASDA, Nuneaton has been busy and popular. We decided not to add an additional shopping day as we have managed quite well with running the service once a week. The driver provides a door to door pick up and drop off service and our team of volunteer escorts support our service users around the store.

  In total, our volunteers gave 1,046 hours of their time to help us deliver this valuable service.

- **Public Health – Vaccine Transport**
  In addition to the usual Medicar trips for medical related appointments, our volunteer drivers have been transporting vulnerable members of the community to get to their Covid and/or Flu vaccination appointments.

- **WMAS Dialysis Trips**
  We have a small team of volunteer drivers undertaking medical transport for renal patients requiring dialysis treatments. Since April 2022, our drivers have transported 8 patients to their treatments on a weekly basis.

  In total, our volunteers did 626 return trips, and 77 one-way trips covering 14,684 miles and contributing 665 hours of their time.

- **Singing with Dementia**
  Our Dementia Choir changed its name to Singing with Dementia last year to encourage more people to join the group without sounding like it was a professional choir. Our group has gone from strength to strength and our team of volunteers have done a great job with overseeing the running of the group.

- **Friendship Group**
  Our Friendship Group lunches have proven very popular over the year. Our volunteer cooks have been making delicious, traditional meals such as cottage pie, roast chicken dinners, chicken casserole, lasagne and fish pie to name but a few. The groups enjoy a weekly quiz and a game or two of bingo after their two-course lunch. We also run a Friday morning coffee and craft group where service users enjoy a cuppa and chat, and some will knit or croquet.

- **Coventry and Warwickshire Co-operative Development Agency – Accelerate**
  We have continued working on the Accelerate program as a partner providing volunteering opportunities as well as online cooking and Food Hygiene and Safety courses.

VOLUNTEER FRIENDS
(A company limited by guarantee)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31st MARCH, 2023 continued

- **Woodcrafting Centre**
  Our workshop space is a multi-purpose workshop suitable for wood craft and wood turning. Thanks to our team of enthusiastic and skilled volunteers, we are able to teach those who would like to learn new skills in woodcraft. The members have made some lovely items that VF has been able to sell to help generate some much-needed funds for the charity.

- **3D Printing**
  We have been fortunate in receiving some funding to deliver 3D design and print sessions for young people. We are still in the early stages of this project, however, the feedback has been great.

- **Disclosure and Barring Service**
  We have continued to provide DBS guidance and processing service for a number of organisations and community groups.

2022/23 was a landmark year for Volunteer Friends that saw our hard-working team of volunteers and staff recognised for their dedication to helping others with the honour of a Queen's Award for Voluntary Service, presented by the Lord Lieutenant of Warwickshire on behalf of Her Majesty the Queen, at a civic event in the Town Hall at Nuneaton and Bedworth Borough Council.

This outstanding achievement was celebrated at a summer garden party during volunteers' week where all of our volunteers, staff and trustees received an individual commemorative engraved paperweight and certificate to mark the achievement.

The year saw Volunteer Friends continue to deliver an established range of projects that include Medicar Transport, Assisted Shopping trips, Friendship and Craft Group activities, Woodcraft groups for both young and older people as well as the popular Singing with Dementia Group. All our projects have been extremely busy and enabled by a welcome influx of new volunteer recruits.

In February 23 we recognised the difficulties some families were facing with the cost-of-living crisis, so in response, volunteers have been delivering much needed food packages to those that are struggling to make ends meet. The year also saw us strengthen ties with the local network of GP surgeries who regularly refer clients to our services as part of a successful and very welcome social prescribing scheme.

Transactions and financial position

- The Statement of Financial Activities shows net income of £26,051 and reserves of £136,852.
- Transfers between funds were in accordance with financial standing orders

Funds

General funds are unrestricted funds which
are available for use at the discretion of the trustees in furtherance of the objects of the Charity and which are not designated for particular purposes.

VOLUNTEER FRIENDS
(A company limited by guarantee)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH, 2023 continued

Designated funds are unrestricted funds that have been set aside by the trustees for particular purposes. The Exit Costs reserve has been designated by the directors to provide for 3 months running costs to enable the Charity to cease its activities in the event of a significant drop in funding.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or which have been raised by the Charity for specific purposes. Details of the aims and use of each restricted fund are set out in note 16 and note 17 to the accounts.

Allocation of Costs
The Statement of Financial Activities shows costs allocated according to the purpose of the expenditure:-

Costs of generating voluntary income represents the staff time spent making funding applications and reporting to funders.

Charitable activities are the core and project activities of the Centre.

Governance Costs are expenditure on governance arrangements which relate to the general running of the Charity. These activities provide the governance infrastructure which allows the Charity to operate and to generate the information required for public accountability. They include the strategic planning processes that contribute to future development of the Charity.

Investment powers
In accordance with the Memorandum, the company invests monies, not immediately required, in short-term Bank and Building Society deposits.

Donations and grants
Details of grants and donations received in the year are set out in note 2 to the accounts.

Reserves policy
The Management Committee has established a policy of setting aside 3 months running costs in reserve fund, as exit costs, to enable the Charity to cease its activities in the event of a significant drop in funding. Equipment purchased which is fully funded by project grants is not capitalised but a sum equivalent to the cost is transferred to the Fixed Asset Replacement fund. For Motor Vehicles which are fully funded, the grants received for their purchase are treated as Restricted Funds and the annual depreciation charge is taken from that Restricted Fund until the vehicle is fully written down.

Risk Management
The charity aims to manage risk at all levels of the organisation and has written policies on Health and Safety, Child Protection and Volunteers. Risk management is actively carried out in relation to governance, finance, health and safety, equal opportunities and volunteer and staff safety.

Future Development
The charity is now seeking to identify gaps in its service and develop new projects to meet

VOLUNTEER FRIENDS
(A company limited by guarantee)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH, 2023 continued

the needs of its clients. Existing projects are also being evaluated to determine the future strategy.

Directors and Trustees
Members of the Management Committee, who are directors of the Charity for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report, are set out in the Reference and Administrative Information of this report. One third of board members are subject to retirement by rotation at each Annual General Meeting.

Potential new Directors/Trustees are identified on the basis of interest shown in volunteering and on the basis of relevant skills. Candidates are given the opportunity to find out in detail about the work of the Centre before being formally appointed by the Trustees. Newly appointed Trustees are supported in becoming familiar with the policies and detailed working of the organisation.

Statement of Directors' and Trustees' responsibilities
The directors and trustees are required by law to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources, and application of resources including the income and expenditure of the charitable company for the year. In preparing those financial statements, the Directors and Trustees are required to:

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

The directors and 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 comply with the Companies Act 2006

They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

Approval
This report was approved by the directors and trustees on 7 December 2023 and signed on their behalf.



R. T. Smith, Chairperson

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF VOLUNTEER FRIENDS
(A company limited by guarantee)

I report on the accounts of the company for the year ended 31 March 2023 which are set out on pages 8 to 20.

Responsibilities and basis of report

As the charity 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 company'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.

Jane Biggs

Jane Biggs
Chartered Certified Accountant
Armstrongs Bishop Simmons Limited
Chartered Accountants
Gethin House, 36 Bond Street
Nuneaton
Warwickshire
CV11 4DA

Date: 7 December 2023

VOLUNTEER FRIENDS
(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31st MARCH, 2023

Income and endowments from:	Note	Unrestricted £	Restricted £	Total 2023 £	Total 2022 £
Donations and grants	2	3,524	84,008	87,532	69,047
Activities for Raising funds	2	14,292	-	14,292	12,931
Income from investments	2	177	-	177	1
Income from Charitable activities	2	19,510	29,397	48,907	37,367
Other income		-	-	-	1,994
Total income and endowments		37,503	113,405	150,908	121,340
Expenditure on:					
Expenditure on Raising funds	3	1,311	4,684	5,995	4,937
Expenditure on Charitable activities	4	18,373	89,583	107,956	101,664
Governance costs	5	3,793	7,113	10,906	10,365
Total expenditure		23,477	101,380	124,857	116,966
Net income		14,026	12,025	26,051	4,374
Transfers between funds		(40)	40	-	-
Net movement in funds		13,986	12,065	26,051	4,374
Reconciliation of funds					
Total funds brought forward		87,015	23,786	110,801	106,427
Total funds carried forward		101,001	35,851	136,852	110,801

VOLUNTEER FRIENDS
(A company limited by guarantee)

BALANCE SHEET AT 31ST MARCH, 2023

	Note		2023		2022
Fixed Assets			£		£
Tangible Assets	10		292		584
Current Assets					
Debtors	11	15,028		10,883	
Cash at bank and in hand		124,512		102,300	
		139,540		113,183	
Creditors: amounts falling due within one year	12	(2,980)		(2,966)	
Net Current Assets			136,500		110,217
Net Assets	13		136,852		110,801
Funds of the Charity					
Unrestricted funds					
General funds			72,001		58,015
Designated funds			29,000		29,000
			101,001		87,015
Restricted funds			35,851		23,786
Total Funds	16		136,852		110,801

VOLUNTEER FRIENDS
(A company limited by guarantee)

BALANCE SHEET AT 31ST MARCH, 2023 - continued

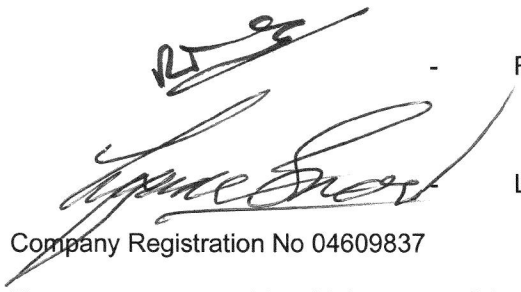
For the year ended 31 March 2023, the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small company's regime and in accordance with FRS102 SORP.

The financial statements were approved by the Board on 7 December 2023 and signed on its behalf by:



- R. T. Smith, Chairperson

L. Snow

Company Registration No 04609837

The notes on pages 11 to 20 form part of these accounts.

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2023

1. Accounting Policies

a) The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable tin the UK and Republic of Ireland (FRS102) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.
The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.
The significant accounting policies applied in the preparation of the financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

b) The charity is a company limited by guarantee in England. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The registered office is given in the charity information on page 1 of these financial statements.

c) Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable.

d) Grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the period in which they are receivable.

e) Incoming resources from fundraising and from investments is included when receivable.

f) Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT, which cannot be recovered.

g) Expenditure on governance of the charity includes all expenditure not directly relating to the charitable activity.

h) Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Office & Workshop Equipment	-	25% Straight Line
Computer Equipment	-	33.3% Straight Line
Building Refurbishment	-	Over the remainder of the lease
Vehicles (New)/(Second Hand)	-	25%/33.3% Straight Line

The purchase of Office, Workshop and Computer equipment from project grants is written off in the year of purchase against the relevant restricted fund and not subjected to depreciation. Depreciation of the Minibuses is charged against the grants received with the balance of grants being carried forward to cover future depreciation charges.

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2023

1. Accounting Policies (continued)

i) Where funds are received which apply to subsequent accounting periods, these are shown in the balance sheet as deferred income until the date at which they are classed as income, at which time they are transferred to income.

j) The cost of providing pension and related benefits is charged to the SOFA as incurred.

k) Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

l) Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure, which meets these criteria, is charged to the fund, together with a fair allocation of management and support costs.

m) Designated funds are unrestricted funds earmarked by the management committee for particular purposes.

n) Rentals under operating leases are charged to the Statement of Financial Activities as they fall due.

2. Analysis of income

	Unrestricted	Restricted	Total 2023	Total 2022
Income from donations	£	£	£	£
Donations	3,524	-	3,524	3,007
Grants				
Medicar (WCC)	-	4,050	4,050	4,050
Supported Shopping Service (WCC)	-	4.299	4.299	3,800
Accelerate (Coventry & Warwickshire Co-operative Development Agency Limited)	-	25,195	25,195	26,980
VASA (Hardship/Community Transport)	-	30,000	30,000	-
Dementia Choir	-	-	-	1,400
Bulkington Volunteers-Xmas lights	-	775	775	-
Bulkington Volunteers-Greenshoots	-	1,500	1,500	-
Severn Trent Water	-	10,000	10,000	-
Bulkington Health Support Charity	-	2,000	2,000	-
Nuneaton Round Table	-	1,339	1,339	-
The Edward Gosling Foundation	-	-	-	1,500
NBBC Discretionary Grant (Covid 19)	-	-	-	5,000
3D Printing Project (Bedworth Lions)	-	500	500	-
WCC Loneliness & Social Isolation	-	1,200	1,200	-
WCC Cost of Living Grant (Food Packages)	-	350	350	-
Woodcrafting Centre - Adults	-	800	800	12,895
Woodcrafting Centre – Youth	-	-	-	3,245
Friendship Group (Summer Jubillee Party)	-	-	-	500
Friendship Group (Meals & Social Activities)	-	2,000	2,000	5,150
Cov & Warwickshire Charitable Trust (Equipment)	-	-	-	1,520
	3,524	84,008	87,532	69,047

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2023

2. Analysis of income (continued)

	Unrestricted £	Restricted £	Total 2023 £	Total 2022 £
Activities for Raising funds				
Fundraising events	4,758	-	4,758	2,457
Project management charges	3,463	-	3,463	4,300
Disclosure & barring service checks	4,471	-	4,471	5,244
Reimbursed expenses	-	-	-	-
Room hire	1,600	-	1,600	930
	14,292	-	14,292	12,931
Income from investments				
Bank and Building Society Interest received	177	-	177	1
Income from Charitable activities				
Medicar charges	-	12,885	12,885	19,178
Training fees received	631	763	1,394	510
Supported shopping service contributions	-	2,305	2,305	1,565
West Midlands Ambulance Service dialysis transport	-	13,444	13,444	-
The friendship group	14,257	-	14,257	9,021
Community reach meals charges	-	-	-	2,100
Woodcrafting centre sales	4,432	-	4,432	4,993
Sales (Direct)	190	-	190	-
	19,510	29,397	48,907	37,367

3. Expenditure on raising funds

	Unrestricted £	Restricted £	Total 2023 £	Total 2022 £
Salaries, national insurance and pension Contributions	1,311	4,684	5,995	4,937

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2023

4. Expenditure on Charitable activities

	Unrestricted £	Restricted £	Total 2023 £	Total 2022 £
Volunteer expenses	-	16,055	16,055	14,093
Salaries, national insurance and pension Contributions	10,369	37,029	47,398	45,849
Staff expenses	-	-	-	-
Rent and room hire	871	8,129	9,000	9,000
Telephone and internet	231	1,350	1,581	1,533
Office expenses and equipment maintenance	1,635	1,553	3,188	5,682
Utilities	2,480	1,935	4,415	4,384
Training expenses	-	126	126	606
Insurance	151	977	1,128	1,010
Project costs	-	19,020	19,020	13,987
Event and meeting costs	103	-	103	-
DBS checks	2,298	-	2,298	2,480
Subscriptions	235	-	235	168
Management charges	-	3,117	3,117	2,580
Depreciation	-	292	292	292
	18,373	89,583	107,956	101,664

5. Governance costs

	Unrestricted £	Restricted £	Total 2023 £	Total 2022 £
Staff salaries, national insurance and pension contributions	1,435	5,123	6,558	4,803
Rent and room hire	97	903	1000	1,000
Telephone and internet	26	150	176	170
Office expenses	182	173	355	631
Utilities	276	215	491	487
Insurance	17	108	125	112
Professional fees - Accountancy	1,702	80	1,782	1,346
Bank charges	58	15	73	96
Management charges	-	346	346	1,720
	3,793	7,113	10,906	10,365

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2023

6. Staff costs and numbers

	2023 £	2022 £
Staff costs were as follows:		
Salaries and wages	51,595	53,337
Employers National Insurance	-	-
Employers Pension costs	8,356	2,251
	59,951	55,588

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

Average monthly number of full time equivalent employees in the year.

	2023	2022
Fundraising	0.2	0.2
Charitable activities	2.0	2.0
Governance	0.1	0.1
	2.3	2.3

7. Taxation

As a Charity, Volunteer Friends is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity.

8. Trustees remuneration and expenses

No remuneration was paid to trustees in the year. £Nil (2022 £Nil) was reimbursed for trustee expenses.

9. Fees for examination of the accounts

	2023 £	2022 £
Independent examiner's fees for reporting on the accounts	1,380	1,346

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2023

10. Fixed Assets

Cost	Unrestricted Office & Workshop Equipment	Computer Equipment	Building Refurbishment	Vehicles	Total
	£	£	£	£	£
At 1st April 2022	2,976	710	17,382	-	21,068
Additions in the year	-	-	-	-	-
Disposals	-	-	-	-	-
At 31st March 2023	2,976	710	17,382	-	21,068
Depreciation					
At 1st April 2022	2,392	710	17,382	-	20,484
Provided in the year	292	-	-	-	292
Disposals	-	-	-	-	-
At 31st March 2023	2,684	710	17,382	-	20,776
Net Book Value					
At 31st March 2022	584	-	-	-	584
At 31st March 2023	292	-	-	-	292

11. Debtors

	2023 £	2022 £
Other debtors	11,134	9,477
Prepayments	3,894	1,406
	15,028	10,883

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2023

12. Creditors and Accruals

	2023 £	2022 £
Other creditors	414	-
Other taxes and social security	(1,179)	-
Accruals and deferred income	3,745	2.966
	2,980	2,966

13. Analysis of Net Assets by Fund

	Unrestricted Funds £	Restricted Funds £	Total £
Fixed Assets	292	-	292
Current Assets	103,051	36,489	139,540
Current Liabilities	(2,342)	(638)	(2,980)
Funds Balance	101,001	35,851	136,852

The purpose of the designated funds (included in unrestricted funds above) is outlined in the trustees report.

14. Pension Scheme

The Charity operates a Stakeholder Pension Scheme, i.e. defined contribution, for the benefit of the employees. The pension charge for the year was £8,356 (2022 £2,251). At 31st March 2023 £414 (2022 £nil) was outstanding.

15. Lease Commitments

The Charity has non-cancellable operating leases with an annual commitment expiring:

	Buildings £	Office Equipment £
Within one year	10,000	Nil
Within two to five years	Nil	Nil

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2023

16. Statement of Funds

	As at 1st April 2022	Income	Expenditure	Transfer	As at 31st March 2023
	£	£	£	£	£
Unrestricted Funds:					
General Fund	58,015	37,503	23,477	(40)	72,001
Designated Fund:					
Exit Costs Reserve	20,500	-	-	-	20,500
Redundancy Reserve	8,500	-	-	-	8,500
Total Unrestricted Funds	87,015	37,503	23,477	(40)	101,001
Restricted Funds:					
Medicar	855	16,935	17,398	-	392
Supported Shopping	132	7.367	7.464	-	35
Accelerate	588	25,195	25,195	(588)	-
WMAS Dialysis Transport	-	13,444	13,478	34	-
Dementia Choir	980	-	980	-	-
VASA Hardship	-	20,000	1,043	-	18,957
VASA Community Transport	-	10,000	10,000	-	-
WCC Pharmacy (Covid 19)	1,192	-	1,192	-	-
WCC Vaccine Delivery	4,729	-	3,445	-	1,284
Woodcrafting Centre - Adults	9,990	800	9,910	-	880
Bedworth Lions 3D Printing	-	500	170	-	330
Bulkington Volunteers	344	-	344	-	-
Woodcrafting Centre – Youth	555	-	555	-	-
Friendship Group (Summer)	500	-	1,094	594	-
Friendship Group (Meals)	3,921	-	3,921	-	-
Severn Trent Water	-	10,000	2,257	-	7,743
Bulkington Health Support	-	2,000	-	-	2,000
Nuneaton Round Table	-	1,339	1,339		-
WCC (Friendship Garden)	-	2,000	-	-	2,000
WCC (Loneliness & Social)	-	1,200	1,200	-	-
WCC (Cost of Living Grant)	-	350	173	-	177
Bulkington Volunteers-Xmas lights	-	775	222	-	553
Bulkington Volunteers-Greenshoots	-	1,500	-	-	1,500
Total Restricted Funds	23,786	113,405	101,380	40	35,851
Total Funds	110,801	150,908	124,857	-	136,852

The projects financed by the restricted funds help to meet the objects of the Charity as outlined in the Trustees report.

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2023

17. Purposes of Restricted Funds

Project	Purpose	Funders
Medi-car	Transport to medical appointments.	Warwickshire CC £4,050.
Supported Shopping Service	Supported shopping for elderly and disabled people.	Warwickshire CC £3,800, Dept. of Transport £499.
Accelerate	To provide employment support to people who are at a disadvantage when looking for work.	Coventry & Warwickshire Co-operative Development Agency Limited £25,195.
WMAS Dialysis Transport	To help with non-emergency passenger journeys to the Renal Unit.	West Midlands Ambulance Service £13,444.
Dementia Choir	Funding to pilot a Dementia Choir.	Funds brought forward and fund raising in previous year.
VASA Hardship	To provide community transport to support those in greatest need to access vital medical appointments and social support groups.	Warwickshire CC £20,000.
VASA Community Transport	To support with core costs of running all Volunteer Friends transport activities, medical and social.	Warwickshire CC £10,000.
WCC Pharmacy (Covid 19)	To deliver medication to vulnerable people.	Funds brought forward.
WCC Vaccine Delivery (Covid 19)	To cover transport costs for Covid vaccinations.	Funds brought forward.
Woodcrafting Centre - Adults	To enhance woodworking skills.	Funds brought forward for Awards for All £9,900, donation £800.
3D Printing	To teach young people how to draw and design for 3D printing.	Bedworth lions £500.
Bulkington Volunteers	A team of volunteers providing food packages to those struggling as a result of the cost of living challenges.	Funds brought forward.
Woodcrafting Centre - Youth	To enhance woodworking skills.	Funds brought forward.
Friendship Group	Meals & Social Activities.	Funds brought forward.

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2023

17. Purposes of Restricted Funds (continued)

Severn Trent Water	Towards core costs.	Severn Trent Water £10,000.
Bulkington Health Support	Towards friendship group and 3D printing	£2,000.
Nuneaton Round Table	Purchase of a new cooker and extraction unit for the Volunteer Friends kitchen.	£1,339.
Friendship Garden	To create a sensory garden on the patio area.	WCC £2,000.
Loneliness & Social	Towards friendship group lunches.	WCC £1,200.
Cost of Living Grant	To purchase items for food packages.	WCC £350.
Bulkington Volunteers -Xmas lights	To purchase Xmas lights for the village of Bulkington.	Various donations totalling £775.
Bulkington Volunteers - Greenshoots	For planting in the village of Bulkington.	WCC £1,500.

VOLUNTEER FRIENDS

England & Wales - Charity number 1098366

Accounts

VOLUNTEER FRIENDS

(A company limited by guarantee)

TRUSTEES' REPORT AND ACCOUNTS

FOR THE YEAR ENDED

31ST MARCH, 2022

Charity Number 1098366
Company Number 4609837

VOLUNTEER FRIENDS
(A company limited by guarantee)

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VOLUNTEER FRIENDS
(A company limited by guarantee)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH, 2022

The trustees, who are also directors of the Charity for the purposes of the Companies Act, submit their report and accounts for the year ended 31st March, 2022.

Reference and administrative information

Charity Name	Volunteer Friends (formerly known as Volunteer Centre – Nuneaton & Bedworth)
Charity Registration Number	1098366
Company Registration Number	4609837
Registered Office and Operational Address	Darlaston House 4 School Road Bulkington Warwickshire CV12 9JB
Trustees	R. T. Smith Chair L. R. Hayley (resigned 14 April 2022) J. K. Sargeant (resigned 15 April 2021) D.S. Williamson M. Sharman (resigned 23 December 2021) L. R. Snow P. Monaghan (appointed 20 January 2022)
Lead Officer	M. Kalsi
Company Secretary	R. T. Smith
Bankers	NatWest Bank plc 1 Market Place Nuneaton Warwickshire CV11 4YY CAF Bank 25 Kings Hill Avenue Kings Hill West Malling, Kent ME19 4JQ
Accountants	Armstrongs Bishop Simmons Limited Chartered Accountants Gethin House 36 Bond Street Nuneaton Warwickshire CV11 4DA

VOLUNTEER FRIENDS
(A company limited by guarantee)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH, 2022 continued

Governing document

The organisation is a charitable company limited by guarantee, incorporated on 5th December 2002 and registered as a charity on 4th July 2003. It is governed by the Memorandum and Articles of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.00.

Statement of Public Benefit

Objects of the charity, principal activities and organisation of the work
The Charity's objects and principal activities are to be performed for those within the Borough of Nuneaton & Bedworth and its surrounding districts.

The objects are to:

- benefit the general population of Nuneaton & Bedworth and surrounding areas by providing services and community recreation and to encourage community action and social cohesion within the locality.

- inspire and facilitate the support and training of people of all ages, abilities and interests to serve and engage with their community by providing , friendship and community recreation as deemed fit and necessary to fulfil and enhance the lives and wellbeing of residents in the Area of Benefit.

- for the public benefit,encouraging social inclusion in all our activities by promoting voluntary service and community action for all people including those not in full time employment or unwaged individuals, people from diverse background and cultures through the continued development of their individual capabilities, competences , skills and understanding in social cohesion.

- to hold forums, produce exhibitions, talks and other public events, as deemed appropriate.

- to promote social inclusion for the public benefit by challenging discrimination on the grounds of sex, race, disability, ethnic origin, religion, belief, creed, sexual orientation or gender re-assignment; poor educational or skills attainment; relationship and family breakdown and poor housing.

Developments, activities and achievements this year

- **Medicar**

  Medicar Transport started to pick up this year following a huge dip the previous year in people requiring transport to their medical appointments, mainly due to GP surgeries still opting for more telephone appointments in place of face to face, and hospital appointments working on their backlog due to the Coronavirus. Our volunteer miles and hours were less than half than pre-pandemic levels, but we are starting to get busier.

VOLUNTEER FRIENDS
(A company limited by guarantee)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31st MARCH 2022 continued

The volunteer drivers' undertook journeys in 2021/22 covering over 57,814 miles and contributing 6,974 hours of their time.

- **Supported Shopping Service**

  Our Supported Shopping Service resumed this year to a once-a-week shopping trip to ASDA, Nuneaton for clients requiring assistance to carry out their weekly shopping. Due to a slow start and low client numbers and a shortage of shopping escort volunteers, we decided to stop the Friday shopping trips and just run it on Wednesdays, this has worked well so far, and we'll monitor the situation as to whether or not we need to reintroduce the shopping service on an additional day during the week.

  In total, our volunteers gave 3,335 hours of their time to help us deliver this valuable service.

- **Public Health – Vaccine Transport**

  In addition to the usual Medicar trips for medical related appointments, our volunteer drivers have been transporting vulnerable members of the community to get to their Covid and/or Flu vaccination appointments.

  In additional to the Medicar Stats mentions above, our volunteers drivers did 1,285 miles and transported 93 clients to their covid / flu vaccinations.

- **Dementia Choir**

  Our Dementia Choir restarted this year following the Coronavirus pandemic. However, it's been a slow start as many still lacked the confidence to get back to "normality". We sadly lost a few choir members during the pandemic, but we have started promoting and building the group back up.

- **Friendship Group**

  Our Friendship Groups returned this year and how lovely it's been to see so many familiar faces again and not to mention the wonderful smells coming from the VF kitchen, thanks to our wonderful volunteer cooks. Our groups have enjoyed two course lunches, garden centre and pub lunch outings, afternoon teas, raffles, and bingo and not to mention "DJ Jim" and his wonderful selection of music.

- **Coventry and Warwickshire Co-operative Development Agency – Accelerate**

  We have continued working on the Accelerate program as a partner providing volunteering opportunities as well as online cooking and Food Hygiene and Safety courses. This year, we supported 17 participants across a wide range of activities to help them towards employment or training.

VOLUNTEER FRIENDS
(A company limited by guarantee)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31st MARCH 2022 continued

- **Woodcrafting Centre**

  Our workshop space has been transformed into a wonderful multi-purpose workshop suitable for wood craft and wood turning. Thanks to our team of enthusiastic and skilled volunteers, we are able to teach those who would like to learn new skills in woodcraft. The members have made some lovely items that VF has been able to sell to help generate some much-needed funds for the charity.

- **Disclosure and Barring Service**

  We have continued to provide DBS guidance and processing service for a number of organisations and community groups.

Towards the end of 2021 we successfully piloted a Youth Craft project provided for children who are home educated. This saw them using the facilities in our Woodcraft Centre under volunteer supervision, to produce coat hangers made from wood and hooks from copper piping, a serving / lap tray and a light up snowman to brighten their Christmas.

As the financial year drew to a close, we set up a new project called Crafty Friends which is a Friday Coffee and Craft Group, and we were finally able to re-introduce our Renal Transport service provided in association with West Midlands Ambulance Service. In March 2022 we learned we had been nominated for a Queen's Award for Voluntary Service and we started to plan our Summer Jubilee Garden Party to celebrate Her Majesty the Queen's Platinum Jubilee and thank our Volunteers and Staff for all their hard work and success during this very different and difficult period.

It goes without saying that current trends and financial constraints continue to have a significant impact upon our current work and developing plans, particularly in view of the fact that we have a leaner and more pared-back staff; but alongside the frustrations come opportunities for proactive and innovative thinking.

The ethos of voluntarism and the efforts of our volunteers mean that a high quality, professional and valuable contribution continues to be made to our community. On the one hand that doesn't come at no cost but on the other its effects are invaluable and beyond price.

Transactions and financial position

- The Statement of Financial Activities shows net income of £4,374 and reserves of £110,801.
- Transfers between funds were in accordance with financial standing orders

Funds

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the objects of the Charity and which are not designated for particular purposes.

Designated funds are unrestricted funds that have been set aside by the trustees for particular purposes. The Exit Costs reserve has been designated by the directors to provide for 3 months running costs to enable the Charity to cease its activities in the event of a significant drop in funding.

VOLUNTEER FRIENDS
(A company limited by guarantee)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH, 2022 continued

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or which have been raised by the Charity for specific purposes. Details of the aims and use of each restricted fund are set out in note 14 and note 16 to the accounts.

Allocation of Costs
The Statement of Financial Activities shows costs allocated according to the purpose of the expenditure:-

Costs of generating voluntary income represents the staff time spent making funding applications and reporting to funders.

Charitable activities are the core and project activities of the Centre.

Governance Costs are expenditure on governance arrangements which relate to the general running of the Charity. These activities provide the governance infrastructure which allows the Charity to operate and to generate the information required for public accountability. They include the strategic planning processes that contribute to future development of the Charity.

Investment powers
In accordance with the Memorandum, the company invests monies, not immediately required, in short-term Bank and Building Society deposits.

Donations and grants
Details of grants and donations received in the year are set out in note 2 to the accounts.

Reserves policy
The Management Committee has established a policy of setting aside 3 months running costs in reserve fund, as exit costs, to enable the Charity to cease its activities in the event of a significant drop in funding. Equipment purchased which is fully funded by project grants is not capitalised but a sum equivalent to the cost is transferred to the Fixed Asset Replacement fund. For Motor Vehicles which are fully funded, the grants received for their purchase are treated as Restricted Funds and the annual depreciation charge is taken from that Restricted Fund until the vehicle is fully written down.

Risk Management
The charity aims to manage risk at all levels of the organisation and has written policies on Health and Safety, Child Protection and Volunteers. Risk management is actively carried out in relation to governance, finance, health and safety, equal opportunities and volunteer and staff safety.

Future Development
The charity is now seeking to identify gaps in its service and develop new projects to meet the needs of its clients. Existing projects are also being evaluated to determine the future strategy.

VOLUNTEER FRIENDS
(A company limited by guarantee)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH, 2022 continued

Directors and Trustees
Members of the Management Committee, who are directors of the Charity for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report, are set out in the Reference and Administrative Information of this report. One third of board members are subject to retirement by rotation at each Annual General Meeting.

Potential new Directors/Trustees are identified on the basis of interest shown in volunteering and on the basis of relevant skills. Candidates are given the opportunity to find out in detail about the work of the Centre before being formally appointed by the Trustees. Newly appointed Trustees are supported in becoming familiar with the policies and detailed working of the organisation.

Statement of Directors' and Trustees' responsibilities
The directors and trustees are required by law to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources, and application of resources including the income and expenditure of the charitable company for the year. In preparing those financial statements, the Directors and Trustees are required to:

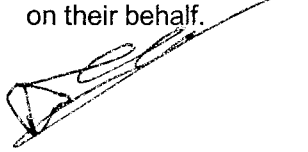
a) select suitable accounting policies and then apply them consistently;
b) observe the methods and principles in the Charities SORP;
c) make judgements and estimates that are reasonable and prudent;
d) state whether applicable UK Accounting Standards have been followed, subject to any material departures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

The directors and 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 comply with the Companies Act 2006

They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

Approval
This report was approved by the directors and trustees on 24 November 2022 and signed on their behalf.



R. T. Smith, Chairperson

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF VOLUNTEER FRIENDS
(A company limited by guarantee)

I report on the accounts of the company for the year ended 31 March 2022 which are set out on pages 8 to 19.

Responsibilities and basis of report

As the charity 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 company'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.

Jane Biggs

Jane Biggs
Chartered Certified Accountant
Armstrongs Bishop Simmons Limited
Chartered Accountants
Gethin House, 36 Bond Street
Nuneaton
Warwickshire
CV11 4DA

24 November 2022

VOLUNTEER FRIENDS
(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31st MARCH 2022

Income and endowments from:	Note	Unrestricted £	Restricted £	Total 2022 £	Total 2021 £
Donations and grants	2	8,571	60,476	69,047	133,456
Activities for Raising funds	2	12,379	552	12,931	7,842
Income from investments	2	1	-	1	2
Income from Charitable activities	2	16,114	21,253	37,367	15,345
Other income		1,994	-	1,994	8,303
Total income and endowments		39,059	82,281	121,340	164,948
Expenditure on:					
Expenditure on Raising funds	3	553	4,384	4,937	4,834
Expenditure on Charitable activities	4	18,023	83,641	101,664	88,989
Governance costs	5	2,909	7,456	10,365	8,058
Total expenditure		21,485	95,481	116,966	101,881
Net income		17,574	(13,200)	4,374	63,067
Transfers between funds		2,399	(2,399)	-	-
Net movement in funds		19,973	(15,599)	4,374	63,067
Reconciliation of funds					
Total funds brought forward		67,042	39,385	106,427	43,360
Total funds carried forward		87,015	23,786	110,801	106,427

VOLUNTEER FRIENDS
(A company limited by guarantee)

BALANCE SHEET AT 31ST MARCH, 2022

	Note		2022		2021
Fixed Assets			£		£
Tangible Assets	10		584		876
Current Assets					
Debtors	11	10,883		16,869	
Cash at bank and in hand		102,300		102,661	
		113,183		119,530	
Creditors: amounts falling due within one year	12	(2,966)		(13,979)	
Net Current Assets			110,217		105,551
Net Assets	13		110,801		106,427
Funds of the Charity					
Unrestricted funds					
General funds			58,015		38,042
Designated funds			29,000		29,000
			87,015		67,042
Restricted funds			23,786		39,385
Total Funds	16		110,801		106,427

VOLUNTEER FRIENDS
(A company limited by guarantee)

BALANCE SHEET AT 31ST MARCH, 2022 - continued

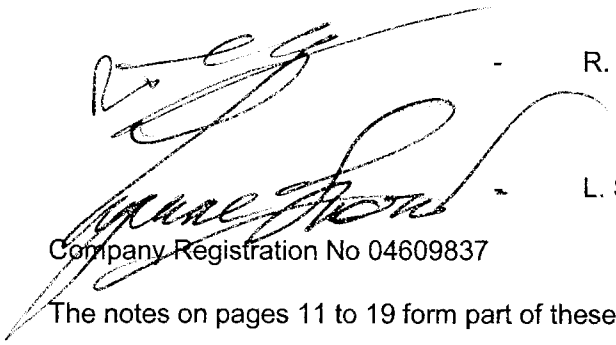
For the year ended 31 March 2022, the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small company's regime and in accordance with FRS102 SORP.

The financial statements were approved by the Board on 24 November 2022 and signed on its behalf by:



- R. T. Smith, Chairperson

- L. Snow

Company Registration No 04609837

The notes on pages 11 to 19 form part of these accounts.

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2022

1. Accounting Policies

a) The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable tin the UK and Republic of Ireland (FRS102) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.
The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.
The significant accounting policies applied in the preparation of the financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

b) The charity is a company limited by guarantee in England. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The registered office is given in the charity information on page 1 of these financial statements.

c) Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable.

d) Grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the period in which they are receivable.

e) Incoming resources from fundraising and from investments is included when receivable.

f) Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT, which cannot be recovered.

g) Expenditure on governance of the charity includes all expenditure not directly relating to the charitable activity.

h) Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Office & Workshop Equipment	-	25% Straight Line
Computer Equipment	-	33.3% Straight Line
Building Refurbishment	-	Over the remainder of the lease
Vehicles (New)/(Second Hand)	-	25%/33.3% Straight Line

The purchase of Office, Workshop and Computer equipment from project grants is written off in the year of purchase against the relevant restricted fund and not subjected to depreciation. Depreciation of the Minibuses is charged against the grants received with the balance of grants being carried forward to cover future depreciation charges.

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2022

1. Accounting Policies (continued)

i) Where funds are received which apply to subsequent accounting periods, these are shown in the balance sheet as deferred income until the date at which they are classed as income, at which time they are transferred to income.

j) The cost of providing pension and related benefits is charged to the SOFA as incurred.

k) Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

l) Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure, which meets these criteria, is charged to the fund, together with a fair allocation of management and support costs.

m) Designated funds are unrestricted funds earmarked by the management committee for particular purposes.

n) Rentals under operating leases are charged to the Statement of Financial Activities as they fall due.

2. Analysis of income

Income from donations	Unrestricted £	Restricted £	Total 2022 £	Total 2021 £
Donations	2,071	936	3,007	4,177
Grants				
Medicar (WCC)	-	4,050	4,050	4,050
Supported Shopping Service (WCC)	-	3,800	3,800	4,299
Accelerate (Coventry & Warwickshire Co-operative Development Agency Limited)	-	26,980	26,980	21,561
Street Aware	-	-	-	(5,858)
Dementia Choir	-	1,400	1,400	-
Reaching Communities (The National Lottery)	-	-	-	41,000
Community Reach	-	-	-	6,650
WCC Pharmacy (Covid 19)	-	-	-	31,277
WCC Vaccine Delivery (Covid 19)	-	-	-	10,000
NBBC Meds Delivery (Covid 19)	-	-	-	3,000
The Edward Gosling Foundation	1,500	-	1,500	6,500
NBBC Discretionary Grant (Covid 19)	5,000	-	5,000	5,000
Woodcrafting Centre (Bedworth Lions)	-	-	-	500
Telephone Befriending (D Parnell)	-	-	-	250
The Bulkington Volunteers	-	-	-	1,050
Woodcrafting Centre - Adults	-	12,895	12,895	-
Woodcrafting Centre – Youth	-	3,245	3,245	-
Friendship Group (Summer Jubillee Party)	-	500	500	-
Friendship Group (Meals & Social Activities)	-	5,150	5,150	-
Cov & Warwickshire Charitable Trust (Equipment)	-	1,520	1,520	-
	8,571	60,476	69,047	133,456

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2022

2. Analysis of income (continued)

	Unrestricted £	Restricted £	Total 2022 £	Total 2021 £
Activities for Raising funds				
Fundraising events	1,905	552	2,457	2,084
Project management charges	4,300	-	4,300	629
Disclosure & barring service checks	5,244	-	5,244	3,298
Reimbursed expenses	-	-	-	(89)
Room hire	930	-	930	1,920
	12,379	552	12,931	7,842
Income from investments				
Bank and Building Society Interest received	1	-	1	2
Income from Charitable activities				
Medicar charges	-	19,178	19,178	6,103
Training fees received	-	510	510	-
Supported shopping service contributions	-	1,565	1,565	1,223
The friendship group	9,021	-	9,021	390
Community reach meals charges	2,100	-	2,100	7,283
Woodcrafting centre sales	4,993	-	4,993	217
COMF vaccine transport charges	-	-	-	129
	16,114	21,253	37,367	15,345

3. Expenditure on raising funds

	Unrestricted £	Restricted £	Total 2022 £	Total 2021 £
Salaries, national insurance and pension Contributions	553	4,384	4,937	4,834

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2022

4. Expenditure on Charitable activities

	Unrestricted £	Restricted £	Total 2022 £	Total 2021 £
Volunteer expenses	-	14,093	14,093	4,326
Salaries, national insurance and pension Contributions	5,132	40,717	45,849	44,210
Staff expenses	-	795	795	-
Rent and room hire	2,717	6,283	9,000	9,000
Telephone and internet	138	1,395	1,533	1,301
Office expenses and equipment maintenance	1,648	4,034	5,682	1,320
Utilities	3,484	900	4,384	3,426
Training expenses	-	606	606	-
Insurance	380	630	1,010	1,015
Project costs	1,876	11,316	13,192	21,817
Advertising and promotion	-	-	-	-
Event and meeting costs	-	-	-	20
DBS checks	2,480	-	2,480	1,600
Subscriptions	168	-	168	379
Bad debts	-	-	-	(94)
Management charges	-	2,580	2,580	377
Property maintenance costs	-	-	-	-
Depreciation	-	292	292	292
	18,023	83,641	101,664	88,989

5. Governance costs

	Unrestricted £	Restricted £	Total 2022 £	Total 2021 £
Staff salaries, national insurance and pension contributions	538	4,265	4,803	4,631
Rent and room hire	302	698	1,000	1,000
Telephone and internet	15	155	170	144
Office expenses	183	448	631	147
Utilities	387	100	487	381
Insurance	42	70	112	113
Professional fees - Accountancy	1,346	-	1,346	1,320
Bank charges	96	-	96	70
Management charges	-	1,720	1,720	252
	2,909	7,456	10,365	8,058

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2022

6. Staff costs and numbers

	2022 £	2021 £
Staff costs were as follows:		
Salaries and wages	53,337	51,477
Employers National Insurance	-	-
Employers Pension costs	2,251	2,198
	55,588	53,675

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

Average monthly number of full time equivalent employees in the year.

	2022	2021
Fundraising	0.2	0.2
Charitable activities	2.0	2.0
Governance	0.1	0.1
	2.3	2.3

7. Taxation

As a Charity, Volunteer Friends is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity.

8. Trustees remuneration and expenses

No remuneration was paid to trustees in the year. £Nil (2021 £Nil) was reimbursed for trustee expenses.

9. Fees for examination of the accounts

	2022 £	2021 £
Independent examiner's fees for reporting on the accounts	1,346	1,320

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2022

10. Fixed Assets

Cost	Unrestricted Office & Workshop Equipment	Computer Equipment	Building Refurbishment	Vehicles	Total
	£	£	£	£	£
At 1st April 2021	2,976	710	17,382	-	21,068
Additions in the year	-	-	-	-	-
Disposals	-	-	-	-	-
At 31st March 2022	2,976	710	17,382	-	21,068
Depreciation					
At 1st April 2021	2,100	710	17,382	-	20,192
Provided in the year	292	-	-	-	292
Disposals	-	-	-	-	-
At 31st March 2022	2,392	710	17,382	-	20,484
Net Book Value					
At 31st March 2021	876	-	-	-	876
At 31st March 2022	584	-	-	-	584

11. Debtors

	2022 £	2021 £
Other debtors	9,477	13,096
Prepayments	1,406	3,773
	10,883	16,869

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2022

12. Creditors and Accruals

	2022 £	2021 £
Grants repayable	-	5,858
Other taxes and social security	-	-
Accruals and deferred income	2,966	8,121
	2,966	13,979

13. Analysis of Net Assets by Fund

	Unrestricted Funds £	Restricted Funds £	Total £
Fixed Assets	584	-	584
Current Assets	89,116	24,067	113,183
Current Liabilities	(2,685)	(281)	(2,966)
Funds Balance	87,015	23,786	110,801

The purpose of the designated funds (included in unrestricted funds above) is outlined in the trustees report.

14. Pension Scheme

The Charity operates a Stakeholder Pension Scheme, i.e. defined contribution, for the benefit of the employees. The pension charge for the year was £2,251 (2021 £2,198). At 31st March 2022 £nil (2021 £nil) was outstanding.

15. Lease Commitments

The Charity has non-cancellable operating leases with an annual commitment expiring:

	Buildings £	Office Equipment £
Within one year	10,000	Nil
Within two to five years	Nil	Nil

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2022

16. Statement of Funds

	As at 1st April 2021	Income	Expenditure	Transfer	As at 31st March 2022
	£	£	£	£	£
Unrestricted Funds:					
General Fund	38,042	39,059	21,485	2,399	58,015
Designated Fund:					
Exit Costs Reserve	20,500	-	-	-	20,500
Redundancy Reserve	8,500	-	-	-	8,500
Total Unrestricted Funds	67,042	39,059	21,485	2,399	87,015
Restricted Funds:					
Projects:-					
Medicar	1,500	24,114	24,759	-	855
Supported Shopping	600	5,875	8,343	2,000	132
Accelerate	112	26,980	26,504	-	588
Total Transport	379	-	380	1	-
Dementia Choir	1,737	1,952	2,709	-	980
Community Reach	2,900	-	-	(2,900)	-
WCC Pharmacy (Covid 19)	21,943	-	20,751	-	1,192
WCC Vaccine Delivery (Covid19)	5,972	-	1,243	-	4,729
NBBC Meds Delivery (Covid 19)	3,000	-	-	(3,000)	-
Woodcrafting Centre - Adults	500	12,945	4,955	1,500	9,990
Telephone Befriending	198	-	198	-	-
Bulkington Volunteers	544	-	200	-	344
Woodcrafting Centre – Youth	-	3,245	2,690	-	555
Friendship Group (Summer)	-	500	-	-	500
Friendship Group (Meals)	-	5,150	1,229	-	3,921
WCC (Equipment)	-	1,520	1,520	-	-
Total Restricted Funds	39,385	82,281	95,481	(2,399)	23,786
Total Funds	106,427	121,340	116,966	-	110,801

The projects financed by the restricted funds help to meet the objects of the Charity as outlined in the Trustees report.

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2022

17. Purposes of Restricted Funds

Project	Purpose	Funders
Medi-car	Transport to medical appointments.	Warwickshire CC £4,050.
Supported Shopping Service	Supported shopping for elderly and disabled people.	Warwickshire CC £3,800.
Accelerate	To provide employment support to people who are at a disadvantage when looking for work.	Coventry & Warwickshire Co-operative Development Agency Limited £26,980.
Total Transport	To recruit Medicar drivers.	Funds brought forward.
Dementia Choir	Funding to pilot a Dementia Choir.	Funds brought forward and fund raising in the year.
Community Reach	To fund meals for those lonely and isolated.	Funds brought forward.
WCC Pharmacy (Covid 19)	To deliver medication to vulnerable people.	Funds brought forward.
WCC Vaccine Delivery (Covid 19)	To cover transport costs for Covid vaccinations.	Funds brought forward.
NBBC Meds Delivery (Covid 19)	To deliver medication to vulnerable people.	Funds brought forward.
Woodcrafting Centre - Adults	To enhance woodworking skills.	Helping Hearts £500, Heart of England £1,995, Awards for All £9,900, Taylor Wimpey £500.
Woodcrafting Centre - Youth	To enhance woodworking skills.	Heart of England £1,995, Councillor Grant £1,250.
Telephone Befriending	To maintain communication with lonely and isolated people during the pandemic.	David Parnell £250.
Bulkington Volunteers	A team of volunteers providing food packages to those struggling as are ult of the pandemic.	Donations £530, Bedworth Lions £250 and Councillor Grant £800.
Friendship Group	Meals & Social Activities.	HRBS £3,800, Asda Friendship Group £1,850
Equipment		Coventry & Warwickshire Charitable Trust £1,520

VOLUNTEER FRIENDS

England & Wales - Charity number 1098366

Accounts

VOLUNTEER FRIENDS

(A company limited by guarantee)

TRUSTEES' REPORT AND ACCOUNTS

FOR THE YEAR ENDED

31ST MARCH, 2021

Charity Number 1098366
Company Number 4609837

VOLUNTEER FRIENDS
(A company limited by guarantee)

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VOLUNTEER FRIENDS
(A company limited by guarantee)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH, 2021

The trustees, who are also directors of the Charity for the purposes of the Companies Act, submit their report and accounts for the year ended 31st March, 2021.

Reference and administrative information

Charity Name	Volunteer Friends (formerly known as Volunteer Centre – Nuneaton & Bedworth)
Charity Registration Number	1098366
Company Registration Number	4609837
Registered Office and Operational Address	Darlaston House 4 School Road Bulkington Warwickshire CV12 9JB
Trustees	R. T. Smith Chair L. R. Hayley J. K. Sargeant (resigned 15 April 2021) D.S. Williamson M. Sharman L. R. Snow
Lead Officer	M. Kalsi
Company Secretary	R. T. Smith
Bankers	NatWest Bank plc 1 Market Place Nuneaton Warwickshire CV11 4YY CAF Bank 25 Kings Hill Avenue Kings Hill West Malling, Kent ME19 4JQ
Accountants	Armstrongs Bishop Simmons Limited Chartered Accountants Mitre House School Road Bulkington Warwickshire CV12 9JB

VOLUNTEER FRIENDS
(A company limited by guarantee)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH, 2021 continued

Governing document

The organisation is a charitable company limited by guarantee, incorporated on 5th December 2002 and registered as a charity on 4th July 2003. It is governed by the Memorandum and Articles of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.00.

Statement of Public Benefit

Objects of the charity, principal activities and organisation of the work

The Charity's objects and principal activities are to be performed for those within the Borough of Nuneaton & Bedworth and its surrounding districts.

The objects are to:

- benefit the general population of Nuneaton & Bedworth and surrounding areas by providing services and community recreation and to encourage community action and social cohesion within the locality.

- inspire and facilitate the support and training of people of all ages, abilities and interests to serve and engage with their community by providing , friendship and community recreation as deemed fit and necessary to fulfil and enhance the lives and wellbeing of residents in the Area of Benefit.

- for the public benefit,encouraging social inclusion in all our activities by promoting voluntary service and community action for all people including those not in full time employment or unwaged individuals, people from diverse background and cultures through the continued development of their individual capabilities, competences , skills and understanding in social cohesion.

- to hold forums, produce exhibitions, talks and other public events, as deemed appropriate.

- to promote social inclusion for the public benefit by challenging discrimination on the grounds of sex, race, disability, ethnic origin, religion, belief, creed, sexual orientation or gender re-assignment; poor educational or skills attainment; relationship and family breakdown and poor housing.

Developments, activities and achievements this year

- **Medicar**

  Due to the lockdown and Covid restrictions affecting many organisations and services, our Medicar Transport usage also took a huge hit. During this particular financial year, we only carried out 1,175 trips which was when hospitals and GP surgeries started to see patients from June 2020 onwards. However, our transport service did adapt to support the clinically extremely vulnerable (CEV's) which you will see later in this report.

VOLUNTEER FRIENDS
(A company limited by guarantee)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31st MARCH 2021 continued

The volunteer drivers' undertook journeys in 2020/21 covering over 8,512 miles and contributing 790 hours of their time.

- **Pharmacy – Medication Collections**

  We were asked by Public Health (Warwickshire) if we could support the local pharmacies and those shielding with medication collections and deliveries. We were very fortunate with having a group of volunteers who still wanted to support CEV's during lockdown. Our drivers would go to the pharmacies, collect a batch of prescription medications, and deliver it to people living in the Nuneaton, Bedworth and Bulkington areas, we also covered Ash Green and Exhall. Those that were shielding or classified by the Health Services as CEV's were very appreciative and thankful for our support.

  The number of medications delivered in 2020/21 was 2,770.

- **Supported Shopping Service**

  As with our projects during lockdown, we found ourselves having to adapt, in order to keep some of our vital services running. Again, we had a few wonderful volunteers who would go to supermarkets, do the shopping on behalf of our clients, and then deliver it to their doors. A heart felt THANK YOU goes out to all those volunteers who put our vulnerable clients first in this pandemic.

  In total, our volunteers covered 800 miles and gave 400 hours of their time to help us deliver this valuable service.

- **Public Health – Vaccine Transport**

  We were asked by Public Health if we could support those struggling to get to their Covid vaccines. Some older and vulnerable people were being asked to get to Birmingham or Stoneleigh Vaccine Centres. Our Medicar drivers stepped in and transported 110 people to their first and second covid vaccines.

- **Community Reach**

  Our Community Reach Project was supported by The National Lottery Reaching Communities Fund. They changed their funding priorities to support organisations that were financially struggling due to the pandemic but could continue to provide services for those needing support the most.

  We were fortunate in having volunteer cooks that would cook a 2-course, fresh and healthy meal for those who were lonely and isolated. Our volunteer drivers would deliver the meals along with a game/quiz which supported their mental wellbeing.

- **Dementia Choir**

  Our Dementia Choir was paused during lockdown as some members of staff were furloughed and we were unable to get together to sing in a group due to the government Covid restrictions. We briefly picked this back up between August 2020 and November 2020, we then had to stop again due to a second lockdown.

VOLUNTEER FRIENDS
(A company limited by guarantee)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31st MARCH 2021 continued

- **Friendship Group**

  Our Friendship Groups were also put on hold due to restrictions on social gatherings. We could not have groups come to us for lunches, therefore we provided lunches to the members through the Community Reach Project.

- **Disclosure and Barring Service**

  We have continued to provide DBS guidance and processing service for a number of organisations and community groups.

- **Coventry and Warwickshire Co-operative Development Agency – Accelerate**

  We adapted one of our opportunities within this project to become more "remote friendly". Instead of having participants come to the Centre to learn to cook several dishes, we recorded and produced 8 dishes which we could upload to private YouTube links, which we would then send out to the participants to cook from home.

  Some of the dishes we filmed were; Christmas Biscuits, Cheese and Tomato Quiche, Fish Pie, Scones and Frittata to name a few.

It goes without saying that current trends and financial constraints continue to have a significant impact upon our current work and developing plans, particularly in view of the fact that we have a leaner and more pared-back staff; but alongside the frustrations come opportunities for proactive and innovative thinking.

The ethos of voluntarism and the efforts of our volunteers mean that a high quality, professional and valuable contribution continues to be made to our community. On the one hand that doesn't come at no cost but on the other its effects are invaluable and beyond price.

Transactions and financial position

- The Statement of Financial Activities shows net income of £63,067 and reserves of £106,427.
- Transfers between funds were in accordance with financial standing orders

Funds

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the objects of the Charity and which are not designated for particular purposes.

Designated funds are unrestricted funds that have been set aside by the trustees for particular purposes. The Exit Costs reserve has been designated by the directors to provide for 3 months running costs to enable the Charity to cease its activities in the event of a significant drop in funding.

VOLUNTEER FRIENDS
(A company limited by guarantee)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH, 2021 continued

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or which have been raised by the Charity for specific purposes. Details of the aims and use of each restricted fund are set out in note 14 and note 16 to the accounts.

Allocation of Costs
The Statement of Financial Activities shows costs allocated according to the purpose of the expenditure:-

Costs of generating voluntary income represents the staff time spent making funding applications and reporting to funders.

Charitable activities are the core and project activities of the Centre.

Governance Costs are expenditure on governance arrangements which relate to the general running of the Charity. These activities provide the governance infrastructure which allows the Charity to operate and to generate the information required for public accountability. They include the strategic planning processes that contribute to future development of the Charity.

Investment powers
In accordance with the Memorandum, the company invests monies, not immediately required, in short-term Bank and Building Society deposits.

Donations and grants
Details of grants and donations received in the year are set out in note 2 to the accounts.

Reserves policy
The Management Committee has established a policy of setting aside 3 months running costs in reserve fund, as exit costs, to enable the Charity to cease its activities in the event of a significant drop in funding. Equipment purchased which is fully funded by project grants is not capitalised but a sum equivalent to the cost is transferred to the Fixed Asset Replacement fund. For Motor Vehicles which are fully funded, the grants received for their purchase are treated as Restricted Funds and the annual depreciation charge is taken from that Restricted Fund until the vehicle is fully written down.

Risk Management
The charity aims to manage risk at all levels of the organisation and has written policies on Health and Safety, Child Protection and Volunteers. Risk management is actively carried out in relation to governance, finance, health and safety, equal opportunities and volunteer and staff safety.

Future Development
The charity is now seeking to identify gaps in its service and develop new projects to meet the needs of its clients. Existing projects are also being evaluated to determine the future strategy.

VOLUNTEER FRIENDS
(A company limited by guarantee)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH, 2021 continued

Directors and Trustees
Members of the Management Committee, who are directors of the Charity for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report, are set out in the Reference and Administrative Information of this report. One third of board members are subject to retirement by rotation at each Annual General Meeting.

Potential new Directors/Trustees are identified on the basis of interest shown in volunteering and on the basis of relevant skills. Candidates are given the opportunity to find out in detail about the work of the Centre before being formally appointed by the Trustees. Newly appointed Trustees are supported in becoming familiar with the policies and detailed working of the organisation.

Statement of Directors' and Trustees' responsibilities
The directors and trustees are required by law to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources, and application of resources including the income and expenditure of the charitable company for the year. In preparing those financial statements, the Directors and Trustees are required to:

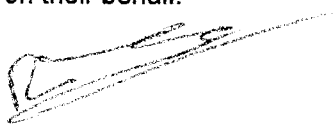
a) select suitable accounting policies and then apply them consistently;
b) observe the methods and principles in the Charities SORP;
c) make judgements and estimates that are reasonable and prudent;
d) state whether applicable UK Accounting Standards have been followed, subject to any material departures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

The directors and 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 comply with the Companies Act 2006

They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

Approval
This report was approved by the directors and trustees on 3 November 2021 and signed on their behalf.



R. T. Smith, Chairperson

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF VOLUNTEER FRIENDS
(A company limited by guarantee)

I report on the accounts of the company for the year ended 31 March 2021 which are set out on pages 8 to 19.

Responsibilities and basis of report
As the charity 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 company'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.

Jane Biggs

Jane Biggs
Chartered Certified Accountant
Armstrongs Bishop Simmons Limited
Chartered Accountants
Mitre House, School Road
Bulkington, Bedworth
Warwickshire
CV12 9JB

3 November 2021

VOLUNTEER FRIENDS
(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31st MARCH 2021

Income and endowments from:	Note	Unrestricted £	Restricted £	Total 2021 £	Total 2020 £
Donations and grants	2	14,235	119,221	133,456	67,615
Activities for Raising funds	2	7,704	138	7,842	15,059
Income from investments	2	2	-	2	2
Income from Charitable activities	2	7,890	7,455	15,345	61,184
Other income		8,303	-	8,303	584
Total income and endowments		38,134	126,814	164,948	144,444
Expenditure on:					
Expenditure on Raising funds	3	(188)	5,022	4,834	4,574
Expenditure on Charitable activities	4	2,301	86,688	88,989	125,663
Governance costs	5	575	7,483	8,058	9,121
Total expenditure		2,688	99,193	101,881	139,358
Net income		35,446	27,621	63,067	5,086
Transfers between funds		(9)	9	-	-
Net movement in funds		35,437	27,630	63,067	5,086
Reconcillation of funds					
Total funds brought forward		31,605	11,755	43,360	38,274
Total funds carried forward		67,042	39,385	106,427	43,360

VOLUNTEER FRIENDS
(A company limited by guarantee)

BALANCE SHEET AT 31ST MARCH, 2021

	Note		2021		2020
Fixed Assets			£		£
Tangible Assets	10		876		-
Current Assets					
Debtors	11	16,869		8,070	
Cash at bank and in hand		102,661		40,958	
		119,530		49,028	
Creditors: amounts falling due within one year	12	(13,979)		(5,668)	
Net Current Assets			105,551		43,360
Net Assets	13		106,427		43,360
Funds of the Charity					
Unrestricted funds					
General funds			38,042		2,605
Designated funds			29,000		29,000
			67,042		31,605
Restricted funds			39,385		11,755
Total Funds	16		106,427		43,360

VOLUNTEER FRIENDS
(A company limited by guarantee)

BALANCE SHEET AT 31ST MARCH, 2021 - continued

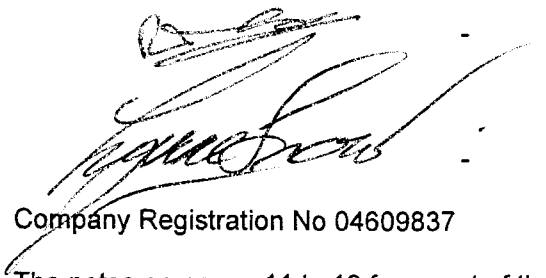
For the year ended 31 March 2021, the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small company's regime and in accordance with FRS102 SORP.

The financial statements were approved by the Board on 3 November 2021 and signed on its behalf by:



- R. T. Smith, Chairperson

- L. Snow

Company Registration No 04609837

The notes on pages 11 to 19 form part of these accounts.

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2021

1. Accounting Policies

a) The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable tin the UK and Republic of Ireland (FRS102) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.
The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.
The significant accounting policies applied in the preparation of the financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

b) The charity is a company limited by guarantee in England. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The registered office is given in the charity information on page 1 of these financial statements.

c) Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable.

d) Grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the period in which they are receivable.

e) Incoming resources from fundraising and from investments is included when receivable.

f) Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT, which cannot be recovered.

g) Expenditure on governance of the charity includes all expenditure not directly relating to the charitable activity.

h) Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Office & Workshop Equipment	-	25% Straight Line
Computer Equipment	-	33.3% Straight Line
Building Refurbishment	-	Over the remainder of the lease
Vehicles (New)/(Second Hand)	-	25%/33.3% Straight Line

The purchase of Office, Workshop and Computer equipment from project grants is written off in the year of purchase against the relevant restricted fund and not subjected to depreciation. Depreciation of the Minibuses is charged against the grants received with the balance of grants being carried forward to cover future depreciation charges.

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2021

1. Accounting Policies (continued)

i) Where funds are received which apply to subsequent accounting periods, these are shown in the balance sheet as deferred income until the date at which they are classed as income, at which time they are transferred to income.

j) The cost of providing pension and related benefits is charged to the SOFA as incurred.

k) Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

l) Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure, which meets these criteria, is charged to the fund, together with a fair allocation of management and support costs.

m) Designated funds are unrestricted funds earmarked by the management committee for particular purposes.

n) Rentals under operating leases are charged to the Statement of Financial Activities as they fall due.

2. Analysis of income

Income from donations	**Unrestricted £**	**Restricted £**	**Total 2021 £**	**Total 2020 £**
Donations	2,735	1,442	4,177	4,089
Bequests and Legacies	-	-	-	6,607
Grants				
Medicar (WCC)	-	4,050	4,050	4,050
Supported Shopping Service (WCC)	-	4,299	4,299	4,419
Accelerate (Coventry & Warwickshire Co-operative Development Agency Limited)	-	21,561	21,561	22,089
Street Aware	-	(5,858)	(5,858)	8,178
Training (WCC Councillors Grant)	-	-	-	605
Breaking Barriers (Awards for All)	-	-	-	9,900
Wheelchairs & Friendship Group	-	-	-	2,000
Dementia Choir	-	-	-	4,488
Coventry & District Charitable Trust	-	-	-	1,190
Reaching Communities (The National Lottery)	-	41,000	41,000	-
Community Reach	-	6,650	6,650	-
WCC Pharmacy (Covid 19)	-	31,277	31,277	-
WCC Vaccine Delivery (Covid 19)	-	10,000	10,000	-
NBBC Meds Delivery (Covid 19)	-	3,000	3,000	-
The Edward Gosling Foundation	6,500	-	6,500	-
NBBC Discretionary Grant (Covid 19)	5,000	-	5,000	-
Woodcrafting Centre (Bedworth Lions)	-	500	500	-
Telephone Befriending (D Parnell)	-	250	250	-
The Bulkington Volunteers	-	1,050	1,050	-
	14,235	119,221	133,456	67,615

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2021

2. Analysis of income (continued)

	Unrestricted £	Restricted £	Total 2021 £	Total 2020 £
Activities for Raising funds				
Fundraising events	1,946	138	2,084	3,930
Project management charges	629	-	629	3,350
Disclosure & barring service checks	3,298	-	3,298	6,433
Reimbursed expenses	(89)	-	(89)	122
Room hire	1,920	-	1,920	1,224
	7,704	138	7,842	15,059
Income from investments				
Bank and Building Society Interest received	2	-	2	2
Income from Charitable activities				
Medicar charges	-	6,103	6,103	32,486
Ambulance charges	-	-	-	19,022
Supported shopping service contributions	-	1,223	1,223	4,936
The friendship group	390	-	390	4,740
Community reach meals charges	7,283	-	7,283	-
Woodcrafting centre sales	217	-	217	-
COMF vaccine transport charges	-	129	129	-
	7,890	7,455	15,345	61,184

3. Expenditure on raising funds

	Unrestricted £	Restricted £	Total 2021 £	Total 2020 £
Salaries, national insurance and pension Contributions	(188)	5,022	4,834	4,574

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2021

4. Expenditure on Charitable activities

	Unrestricted £	Restricted £	Total 2021 £	Total 2020 £
Volunteer expenses	-	4,326	4,326	39,589
Salaries, national insurance and pension Contributions	(1,724)	45,934	44,210	42,058
Staff expenses	-	-	-	116
Rent and room hire	532	8,468	9,000	9,000
Telephone and internet	181	1,120	1,301	1,467
Office expenses and equipment maintenance	157	1,163	1,320	3,250
Utilities	15	3,411	3,426	3,598
Training expenses	-	-	-	533
Insurance	13	1,002	1,015	1,585
Project costs	1,120	20,697	21,817	18,242
Advertising and promotion	-	-	-	16
Event and meeting costs	20	-	20	-
DBS checks	1,600	-	1,600	3,296
Subscriptions	189	190	379	13
Bad debts	(94)	-	(94)	-
Management charges	-	377	377	1,950
Property maintenance costs	-	-	-	950
Depreciation	292	-	292	-
	2,301	86,688	88,989	125,663

5. Governance costs

	Unrestricted £	Restricted £	Total 2021 £	Total 2020 £
Staff salaries, national insurance and pension contributions	(181)	4,812	4,631	4,302
Rent and room hire	4	996	1,000	1,000
Telephone and internet	9	135	144	163
Office expenses	6	141	147	360
Utilities	2	379	381	400
Insurance	2	111	113	176
Professional fees - Accountancy	698	622	1,320	1,260
Bank charges	35	35	70	60
Management charges	-	252	252	1,400
	575	7,483	8,058	9,121

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2021

6. Staff costs and numbers

	2021 £	2020 £
Staff costs were as follows:		
Salaries and wages	51,477	49,168
Employers National Insurance	-	-
Employers Pension costs	2,198	1,766
	53,675	50,934

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

Average monthly number of full time equivalent employees in the year.

	2021	2020
Fundraising	0.2	0.2
Charitable activities	2.0	2.0
Governance	0.1	0.1
	2.3	2.3

7. Taxation

As a Charity, Volunteer Friends is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity.

8. Trustees remuneration and expenses

No remuneration was paid to trustees in the year. £Nil (2020 £Nil) was reimbursed for trustee expenses.

9. Fees for examination of the accounts

	2021 £	2020 £
Independent examiner's fees for reporting on the accounts	1,320	1,260

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2021

10. Fixed Assets

Cost	Unrestricted Office & Workshop Equipment	Computer Equipment	Building Refurbishment	Vehicles	Total
	£	£	£	£	£
At 1st April 2020	1,808	710	17,382	17,900	37,800
Additions in the year	1,168	-	-	-	1,168
Disposals	-	-	-	(17,900)	(17,900)
At 31st March 2021	2,976	710	17,382	-	21,068
Depreciation					
At 1st April 2020	1,808	710	17,382	17,900	37,800
Provided in the year	292	-	-	-	292
Disposals	-	-	-	(17,900)	(17,900)
At 31st March 2021	2,100	710	17,382	-	20,192
Net Book Value					
At 31st March 2020	-	-	-	-	-
At 31st March 2021	876	-	-	-	876

11. Debtors

	2021 £	2020 £
Other debtors	13,096	7,507
Prepayments	3,773	563
	16,869	8,070

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2021

12. Creditors and Accruals

	2021 £	2020 £
Grants repayable	5,858	-
Other taxes and social security	-	-
Accruals and deferred income	8,121	5,668
	13,979	5,668

13. Analysis of Net Assets by Fund

	Unrestricted Funds £	Restricted Funds £	Total £
Fixed Assets	876	-	876
Current Assets	70,533	48,997	119,530
Current Liabilities	(4,367)	(9,612)	(13,979)
Funds Balance	67,042	39,385	106,427

The purpose of the designated funds (included in unrestricted funds above) is outlined in the trustees report.

14. Pension Scheme

The Charity operates a Stakeholder Pension Scheme, i.e. defined contribution, for the benefit of the employees. The pension charge for the year was £2,198 (2020 £1,766). At 31st March 2021 £nil (2020 £nil) was outstanding.

15. Lease Commitments

The Charity has non-cancellable operating leases with an annual commitment expiring:

	Buildings £	Office Equipment £
Within one year	10,000	Nil
Within two to five years	Nil	Nil

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2021

16. Statement of Funds

	As at 1st April 2020	Income	Expenditure	Transfer	As at 31st March 2021
	£	£	£	£	£
Unrestricted Funds:					
General Fund	2,605	38,134	2,688	(9)	38,042
Designated Fund:					
Exit Costs Reserve	20,500	-	-	-	20,500
Redundancy Reserve	8,500	-	-	-	8,500
Total Unrestricted Funds	31,605	38,134	2,688	(9)	67,042
Restricted Funds:					
Projects:-					
Medicar	-	10,506	9,006	-	1,500
Supported Shopping	-	5,522	4,922	-	600
Accelerate	21	21,561	21,470	-	112
Street Aware	6,349	(5,858)	500	9	-
Breaking Barriers–Awards for All	2,472	-	2,472	-	-
Total Transport	979	-	600	-	379
Dementia Choir	1,934	697	894	-	1,737
Reaching Communities	-	41,000	41,000	-	-
Community Reach	-	6,650	3,750	-	2,900
WCC Pharmacy (Covid 19)	-	31,277	9,334	-	21,943
WCC Vaccine Delivery (Covid 19)	-	10,129	4,157	-	5,972
NBBC Meds Delivery (Covid 19)	-	3,000	-	-	3,000
Woodcrafting Centre	-	500	-	-	500
Telephone Befriending	-	250	52	-	198
Bulkington Volunteers	-	1,580	1,036	-	544
Total Restricted Funds	11,755	126,814	99,193	9	39,385
Total Funds	43,360	164,948	101,881	-	106,427

The projects financed by the restricted funds help to meet the objects of the Charity as outlined in the Trustees report.

VOLUNTEER FRIENDS
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2021

17. Purposes of Restricted Funds

Project	Purpose	Funders
Medi-car	Transport to medical appointments.	Warwickshire CC £4,050.
Supported Shopping Service	Supported shopping for elderly and disabled people.	Warwickshire CC £3,800, Dept. of Transport £499.
Accelerate	To provide employment support to people who are at a disadvantage when looking for work.	Coventry & Warwickshire Co-operative Development Agency Limited £21,561.
Street Aware	Schools Initiative teaching young people to make better life choices around drugs and alcohol.	Funds brought forward. Funds to be repaid £5,858.
Breaking Barriers	Programme to improve skills amongst those who are unemployed, homeless or struggling with mental health	Funds brought forward.
Total Transport	To recruit Medicar drivers.	Funds brought forward.
Dementia Choir	Funding to pilot a Dementia Choir.	Funds brought forward and fund raising in the year.
Reaching Communities	To support organisations during the pandemic to continue providing their services.	The National Lottery £41,000.
Community Reach	To fund meals for those lonely and isolated.	Heart of England £2,500, Councillor Grant £1,000, Bedworth Lions £250, Asda £900 and NBBC £2,000.
WCC Pharmacy (Covid 19)	To deliver medication to vulnerable people.	Warwickshire CC £31,277.
WCC Vaccine Delivery (Covid 19)	To cover transport costs for Covid vaccinations.	Warwickshire CC £10,129.
NBBC Meds Delivery (Covid 19)	To deliver medication to vulnerable people.	Nuneaton & Bedworth Borough Council £3,000
Woodcrafting Centre	To enhance woodworking skills.	Bedworth Lions £500.
Telephone Befriending	To maintain communication with lonely and isolated people during the pandemic.	David Parnell £250.
Bulkington Volunteers	A team of volunteers providing food packages to those struggling as are ult of the pandemic.	Donations £530, Bedworth Lions £250 and Councillor Grant £800.