

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)

CONTENTS FOR THE YEAR ENDED 31ST MARCH, 2022

	Page
Report of the Trustees	1 - 6
Independent Examiner's Report	7
Statement of Financial Activities	8
Balance Sheet	9 - 10
Notes to the Accounts	11 - 19

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 Medica 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 addition to the Medica 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
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

	Note	Unrestricted £	Restricted £	Total 2022 £	Total 2021 £
Income and endowments from:					
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
		<hr/>	<hr/>
		113,183	119,530
Creditors: amounts falling due within one year	12	(2,966)	(13,979)
		<hr/>	<hr/>
Net Current Assets		110,217	105,551
		<hr/>	<hr/>
Net Assets	13	110,801	106,427
		<hr/>	<hr/>
Funds of the Charity			
Unrestricted funds			
General funds		58,015	38,042
Designated funds		29,000	29,000
		<hr/>	<hr/>
		87,015	67,042
Restricted funds		23,786	39,385
		<hr/>	<hr/>
Total Funds	16	110,801	106,427
		<hr/>	<hr/>

VOLUNTEER FRIENDS
(A company limited by guarantee)

BALANCE SHEET AT 31ST MARCH, 2022 - continued

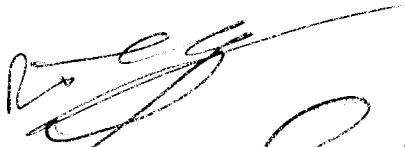
For the year ended 31 March 2022, the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

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 in 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

	Unrestricted	Restricted	Total 2022	Total 2021
	£	£	£	£
Income from donations				
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 Jubilee Party)	-	500	500	-
Friendship Group (Meals & Social Activities)	-	5,150	5,150	-
Cov & Warwickshire Charitable Trust (Equipment)	-	1,520	1,520	-
	<u>8,571</u>	<u>60,476</u>	<u>69,047</u>	<u>133,456</u>

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
	<hr/>	<hr/>	<hr/>	<hr/>
	12,379	552	12,931	7,842
	<hr/>	<hr/>	<hr/>	<hr/>
Income from investments				
Bank and Building Society Interest received	1	-	1	2
	<hr/>	<hr/>	<hr/>	<hr/>
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
	<hr/>	<hr/>	<hr/>	<hr/>
	16,114	21,253	37,367	15,345
	<hr/>	<hr/>	<hr/>	<hr/>

3. Expenditure on raising funds

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

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
	<hr/>	<hr/>	<hr/>	<hr/>
	18,023	83,641	101,664	88,989
	<hr/>	<hr/>	<hr/>	<hr/>

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
	<hr/>	<hr/>	<hr/>	<hr/>
	2,909	7,456	10,365	8,058
	<hr/>	<hr/>	<hr/>	<hr/>

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
	<hr/>	<hr/>
	55,588	53,675
	<hr/>	<hr/>

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
	<hr/>	<hr/>
	2.3	2.3
	<hr/>	<hr/>

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
	<hr/>	<hr/>

VOLUNTEER FRIENDS
(A company limited by guarantee)

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

10. Fixed Assets

Cost	Office & Workshop Equipment	Unrestricted Computer Equipment	Building Refurbishment	Vehicles	Total
	£	£	£	£	£
At 1 st 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
	<hr/>	<hr/>
	10,883	16,869
	<hr/>	<hr/>

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
	<hr/> 2,966	<hr/> 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)
	<hr/> 87,015	<hr/> 23,786	<hr/> 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	<u>Nil</u>
Within two to five years	<u>Nil</u>	<u>Nil</u>

VOLUNTEER FRIENDS
(A company limited by guarantee)

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

16. Statement of Funds

	As at 1 st April 2021 £	Income £	Expenditure £	Transfer £	As at 31 st 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

