

**VOLUNTEER FRIENDS**  
(A company limited by guarantee)

---

**TRUSTEES' REPORT AND ACCOUNTS**  
**FOR THE YEAR ENDED**  
**31<sup>ST</sup> MARCH, 2023**

**Charity Number 1098366**  
**Company Number 4609837**

**VOLUNTEER FRIENDS**  
**(A company limited by guarantee)**

**CONTENTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH, 2023**

	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 - 20

**VOLUNTEER FRIENDS**  
(A company limited by guarantee)

**REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31<sup>ST</sup> 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 31<sup>st</sup> March 2023.

**Reference and administrative information**

<b>Charity Name</b>	Volunteer Friends (formerly known as Volunteer Centre – Nuneaton & Bedworth)	
<b>Charity Registration Number</b>	1098366	
<b>Company Registration Number</b>	4609837	
<b>Registered Office and Operational Address</b>	Darlaston House 4 School Road Bulkington Warwickshire CV12 9JB	
<b>Trustees</b>	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)	
<b>Lead Officer</b>	M. Kalsi	
<b>Company Secretary</b>	R. T. Smith	
<b>Bankers</b>	NatWest Bank plc 1 Market Place Nuneaton Warwickshire CV11 4YY	CAF Bank 25 Kings Hill Avenue Kings Hill West Malling, Kent ME19 4JQ
<b>Accountants</b>	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 31<sup>ST</sup> MARCH, 2023 continued**

**Governing document**

The organisation is a charitable company limited by guarantee, incorporated on 5<sup>th</sup> December 2002 and registered as a charity on 4<sup>th</sup> 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 31<sup>st</sup> 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 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.

- **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 31<sup>st</sup> 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 31<sup>ST</sup> 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 31<sup>ST</sup> 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  
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 31<sup>st</sup> MARCH, 2023**

	<b>Note</b>	<b>Unrestricted £</b>	<b>Restricted £</b>	<b>Total 2023 £</b>	<b>Total 2022 £</b>
<b>Income and endowments from:</b>					
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
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Total income and endowments</b>		<b>37,503</b>	<b>113,405</b>	<b>150,908</b>	<b>121,340</b>
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Expenditure on:</b>					
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
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Total expenditure</b>		<b>23,477</b>	<b>101,380</b>	<b>124,857</b>	<b>116,966</b>
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Net income</b>		<b>14,026</b>	<b>12,025</b>	<b>26,051</b>	<b>4,374</b>
<b>Transfers between funds</b>		<b>(40)</b>	<b>40</b>	<b>-</b>	<b>-</b>
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Net movement in funds</b>		<b>13,986</b>	<b>12,065</b>	<b>26,051</b>	<b>4,374</b>
<b>Reconciliation of funds</b>					
Total funds brought forward		87,015	23,786	110,801	106,427
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Total funds carried forward</b>		<b>101,001</b>	<b>35,851</b>	<b>136,852</b>	<b>110,801</b>
		<hr/>	<hr/>	<hr/>	<hr/>

**VOLUNTEER FRIENDS**  
**(A company limited by guarantee)**

**BALANCE SHEET AT 31<sup>ST</sup> MARCH, 2023**

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

**VOLUNTEER FRIENDS**  
**(A company limited by guarantee)**

**BALANCE SHEET AT 31<sup>ST</sup> 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.

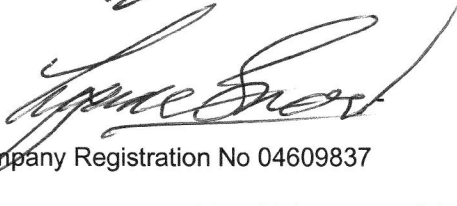
These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small company's regime and in accordance with FRS102 SORP.

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 31<sup>ST</sup> 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 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 31<sup>ST</sup> 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
	£	£	£	£
<b>Income from donations</b>				
Donations	3,524	-	3,524	3,007
<b>Grants</b>				
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 Jubilee Party)	-	-	-	500
Friendship Group (Meals & Social Activities)	-	2,000	2,000	5,150
Cov & Warwickshire Charitable Trust (Equipment)	-	-	-	1,520
	<u>3,524</u>	<u>84,008</u>	<u>87,532</u>	<u>69,047</u>

**VOLUNTEER FRIENDS**  
(A company limited by guarantee)

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH, 2023**

**2. Analysis of income (continued)**

	Unrestricted £	Restricted £	Total 2023 £	Total 2022 £
<b>Activities for Raising funds</b>				
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
	<hr/>	<hr/>	<hr/>	<hr/>
	14,292	-	14,292	12,931
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Income from investments</b>				
Bank and Building Society Interest received	177	-	177	1
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Income from Charitable activities</b>				
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	-
	<hr/>	<hr/>	<hr/>	<hr/>
	19,510	29,397	48,907	37,367
	<hr/>	<hr/>	<hr/>	<hr/>

**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
	<hr/>	<hr/>	<hr/>	<hr/>

**VOLUNTEER FRIENDS**  
(A company limited by guarantee)

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> 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
	<hr/>	<hr/>	<hr/>	<hr/>
	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	1,000	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
	<hr/>	<hr/>	<hr/>	<hr/>
	3,793	7,113	10,906	10,365

**VOLUNTEER FRIENDS**  
**(A company limited by guarantee)**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH, 2023**

<b>6. Staff costs and numbers</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Staff costs were as follows:		
Salaries and wages	51,595	53,337
Employers National Insurance	-	-
Employers Pension costs	8,356	2,251
	<hr/>	<hr/>
	59,951	55,588
	<hr/>	<hr/>

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

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

	<b>2023</b>	<b>2022</b>
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 (2022 £Nil) was reimbursed for trustee expenses.

**9. Fees for examination of the accounts**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Independent examiner's fees for reporting on the accounts	1,380	1,346
	<hr/>	<hr/>

**VOLUNTEER FRIENDS**  
**(A company limited by guarantee)**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH, 2023**

**10. Fixed Assets**

<b>Cost</b>	<b>Office &amp; Workshop Equipment</b>	<b>Computer Equipment</b>	<b>Unrestricted Building Refurbishment</b>	<b>Vehicles</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
At 1 <sup>st</sup> 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
<b>Depreciation</b>					
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
<b>Net Book Value</b>					
At 31st March 2022	584	-	-	-	584
At 31st March 2023	292	-	-	-	292

**11. Debtors**

	<b>2023 £</b>	<b>2022 £</b>
Other debtors	11,134	9,477
Prepayments	3,894	1,406
	<hr/>	<hr/>
	15,028	10,883
	<hr/>	<hr/>

**VOLUNTEER FRIENDS**  
(A company limited by guarantee)

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH, 2023**

**12. Creditors and Accruals**

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

**13. Analysis of Net Assets by Fund**

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

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 31<sup>st</sup> March 2023 £414 (2022 £nil) was outstanding.

**15. Lease Commitments**

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

	<b>Buildings £</b>	<b>Office Equipment £</b>
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 31<sup>ST</sup> MARCH, 2023**

**16. Statement of Funds**

	As at 1 <sup>st</sup> April 2022 £	Income £	Expenditure £	Transfer £	As at 31 <sup>st</sup> 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 31<sup>ST</sup> MARCH, 2023**

**17. Purposes of Restricted Funds**

<b>Project</b>	<b>Purpose</b>	<b>Funders</b>
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 31<sup>ST</sup> 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.