

CVS SOUTH GLOUCESTERSHIRE

England & Wales · Charity number 1099702

Details

Other names	COUNCIL FOR VOLUNTARY SERVICES SOUTH GLOUCESTERSHIRE, CVS SOUTH GLOUCESTERSHIRE
Status	Registered
Legal form	Charitable company
Company number	04831569
Registered	2003-09-26
Register	View on the Charity Commission register

Contact

Address South Gloucestershire Council
Library
44 West Walk
Yate
Bristol
BS37 4AX

Phone 01454865205

Email info@cvs-sg.org.uk

Website www.cvs-sg.org.uk

Activities

Objects: TO PROMOTE ANY CHARITABLE PURPOSES FOR THE BENEFIT OF THE COMMUNITY IN THE LOCAL GOVERNMENT DISTRICT OF SOUTH GLOUCESTERSHIRE AND ITS NEIGHBOURHOOD (HEREINAFTER CALLED THE AREA OF BENEFIT) AND, IN PARTICULAR, THE ADVANCEMENT OF EDUCATION, THE PROTECTION OF HEALTH AND THE RELIEF OF POVERTY, DISTRESS AND SICKNESS;B) TO PROMOTE AND ORGANISE CO-OPERATION IN THE ACHIEVEMENT OF THE ABOVE PURPOSES AND TO THAT END TO BRING TOGETHER IN COUNCIL REPRESENTATIVES OF THE VOLUNTARY ORGANISATIONS AND STATUTORY AUTHORITIES WITHIN THE AREA OF BENEFIT.

Activities: We support the development of voluntary and community organisations in South Gloucestershire. We encourage networking and partnership building to share information, skills and knowledge. We provide training and fundraising advice and support the governance of our members. We enable representation of the sector to ensure their views are taken into account.

Classification

- **How:** Provides Advocacy/advice/information, Acts As An Umbrella Or Resource Body
- **What:** General Charitable Purposes, Education/training, Economic/community Development/employment
- **Who:** Other Charities Or Voluntary Bodies, Other Defined Groups

Geography

- **Area of benefit:** SOUTH GLOUCESTERSHIRE
- South Gloucestershire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£273,883	£284,308	-	-
2024-03-31	£290,092	£246,861	-	-
2023-03-31	£311,102	£242,422	-	-
2022-03-31	£259,512	£244,796	-	-
2021-03-31	£272,697	£236,706	-	-

Trustees

Name	Role	Appointed
BERKELEY Spencer WILDE		2017-09-22
Deborah Gee		2015-09-25
Ian Dibble		2024-11-21
Jamie Gill		2016-09-23
Jay Gregg-Harris		2024-11-21
MARK CRUTCHLEY		2016-09-23
Susan Parsons		2019-09-26

Accounts

CVS SOUTH GLOUCESTERSHIRE
REPORT OF THE TRUSTEES
YEAR ENDED 31 MARCH 2025

CVS SOUTH GLOUCESTERSHIRE

FINANCIAL STATEMENTS

31 MARCH 2025

Company Registration Number: 04831569

Charity Number: 1099702

CVS SOUTH GLOUCESTERSHIRE
REPORT OF THE TRUSTEES
YEAR ENDED 31 MARCH 2025

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REPORT OF THE TRUSTEES

Objects, vision, mission

The **Objects** of the charity are:

To promote any charitable purposes for the benefit of the community in the local government district of South Gloucestershire and its neighbourhood, and particularly the advancement of education, the protection of health and the relief of poverty, distress, and sickness.

To promote and organise co-operation in the achievement of the above purposes and to that end to bring together council representatives of the voluntary organisations and statutory authorities within the area of benefit.

Our **Vision** is of an independent, thriving, diverse, innovative and resilient, local, voluntary, community and social enterprise sector providing high quality services in communities across the area and making a positive difference to people's lives.

Our **Mission** is to support, develop, and represent voluntary, community, social enterprise (VCSE) and social action in South Gloucestershire.

Our **Values** drive and influence our work. They are:

Social justice	We embed and champion the role and value of the VCSE in making a difference and promoting lasting social, environmental and economic change.
Trust	We develop and deliver our services with partners in a way that supports the development of trust across and between sectors.
Responsive	We ensure that our services and those of our partners meet the needs of our service users and are delivered at times and in location which are suitable.
Open	We actively seek feedback on the delivery of our services to help us to improve both our services and those provided by partners.
Networking	We will use the strength of the VCSE, to develop networks and promote equality and diversity, ensuring that our services meet the needs of, and are accessed by, the most diverse range of groups.
Good Governance	We ensure that our organisation models good governance in all that we deliver, and we continue to support good governance across the VCSE.

Ensuring our work delivered our constitutional aims

CVS South Gloucestershire's Trustees review the organisation's activities every year to consider how planned activities will contribute to the organisation's objectives, vision, mission, and public benefit as a charity.

2024-25 brought a range of change and opportunities in the backdrop of ongoing financial and sustainability challenges facing the voluntary sector. During this time, CVS.SG has established a new CEO, chair of the board and financial team, and has undertaken a full organisational review alongside continuing to work closely with local government and strategic partners and delivering projects and membership services.

Overall, CVS.SG is well positioned to adapt and respond to shifting challenging environments, and to deliver services in response to the emerging need of the voluntary and community sector.

The CVS Team

Staff – 5 staff were employed by CVS.SG during this reporting period.

Chief Executive Officer	0.6 FTE (Joined in June 2024)
Business Support Officer	0.2 FTE
Project Manager	0.6 FTE (Promoted September 2023)
Project Support Officer	0.4 (Joined October 2024)
SGREN Coordinator	0.6 FTE

CVS Associates

CVS South Gloucestershire operates an Associate Model to accompany our delivery of VCSE sector support, using Associates to deliver services that are beyond the capacity covered by our Service Level Agreement with South Gloucestershire Council (SGC) and/or for services requiring specialist skillsets not covered adequately in our staff team.

We have undertaken a review of our Associate model and our Associate recruitment process and now have an established pool of Associates who are available and currently involved in delivering a range of support areas.

2024-5 Priorities:

CVS.SG priorities for this period have focussed on adapting to the shifting environment by investing in partnerships and collaboration and supporting our local membership.

Strategic partnerships and collaboration

CVS.SG has been a key partner representing the South Gloucestershire community at a range of local strategic boards including, Chairing the South Gloucestershire Compact group, attending the Leaders Board, co-chairing the Keep it Local Steering Group, co-chairing the Safer Stronger Communities Board. Additionally, CVS.SG is involved in regional partnership boards including the BNSSG Alliance (Health), and a similarly named but entirely separate Impact Alliance led by St Monica's Trust with a focus on addressing the systemic challenge of loneliness and isolation.

As well as supporting the strategic infrastructure of the system, involvement in this work has additional benefits including:

- Increasing the potential of drawing funding into South Gloucestershire
- Supporting the resilience and sustainability of partnership infrastructure
- Modelling leadership across the system

Membership Support

CVS.SG are committed to supporting the growth of voluntary sector and community organisations across South Gloucestershire, to enable a rich, diverse and nimble community of services and provision. This has included:

- Providing a range of direct support to members including areas such as one-one coaching, fund-raising support, improving governance and charity applications.
- Administering funds including overseeing the equalities partnership, administering funds to five organisations with a demographic-specific focus, and South Gloucestershire council funded volunteering services. In addition, we also administer funds from the National Lottery Community Fund to South Gloucestershire Racial Equality Network.

Delivering Projects

CVS South Gloucestershire has been funded to deliver projects focussed on improving outcomes and impact for the voluntary and community sector in South Gloucestershire. These are:

Social Economy West, funded by the West of England Combined Authority. CVS. South Gloucestershire is one of three delivery partners delivering a range of services such as one-one coaching and training workshops.

We are also delivering the Energy Efficiency Project, funded by South Gloucestershire council, with a view to understanding how we can improve the energy efficiency of local community buildings. We have subcontracted Business West to support with this work, and are providing energy efficiency reports and support for implementing efficiency changes.

Financial Review

Funding

This financial year CVS South Gloucestershire has posted a deficit of £10,425 (2024: surplus of £49,591). This deficit was anticipated as it related to funding allocations in 2023-24, where the funds were utilised in 2024-25. We receive funding from a range of areas including contracts with South Gloucestershire council to deliver infrastructure and equalities services, and leading on coordinating volunteering services, and an equalities partnership.

In addition, we have been providing additional membership support services through a Quartet Community Fund grant, and providing additional support to an equalities partner, South Gloucestershire Racial Equality Network, to transition to an independent organisation. We also receive funding to deliver two projects, the first is the Energy Efficiency project, funded by South Gloucestershire Council, is designed to improve energy efficiency in community centres, and the second is the Social Economy Project, funded by the West of England Combined Authority, is designed to improve the financial resilience of local charities.

Reserves Policy

In line with guidance issued by the Charity Commission, the trustees have reviewed the charity's need for reserves approximately equal to around three months' running costs, equating to around £22,000. The charity has unrestricted funds of £64,582 with effect from 31st March 2025 of which £37,900 has been designated to ensure that the charity has the funds to cover redundancy and wind-up costs. Free reserves at the year end amount to £26,682.

The excess of unrestricted funds of £4,682 have been allocated to safeguard against future income generating shortfalls and towards the exploration of new future business opportunities.

Structure, Governance and Management

Governing document

CVS South Gloucestershire incorporated on 14 July 2003 as a private company limited by guarantee. The company became a registered charity on 26 September 2003.

The company governed by the Memorandum and Articles of Association dated 13 May 2003, updated on 19 November 2008 and amended on 15 September 2020 and 6th July 2011. In accordance with section 28 of the Companies Act 2006, the Memorandum of Association is deemed part of the Articles of Association with effect from 15 September 2010.

In the event of the company being wound up, members are required to contribute an amount not exceeding £1 towards the cost of dissolution and the liabilities incurred by the charity when the contributor was a member.

Recruitment and appointment of the Board of Trustees

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles, are known as members of the Board of Trustees. Under the requirements of the Articles of Association, one third of the members of the Management Committee must resign at each AGM, the longest in office retiring first. A retiring trustee may be re-elected at the same Annual General Meeting.

CVS South Gloucestershire works to provide development, support and representation to the voluntary, community and social enterprise sector (VCSE) in South Gloucestershire and its membership is drawn from these groups who are either based in or providing services to communities in South Gloucestershire.

CVS South Gloucestershire is governed by a Board of Trustees who are elected by the members of the organisation. We look for members with business acumen and experience of management, alongside knowledge of our work with voluntary organisations, community groups and social enterprises and strategic work with public and private sector partners. Individuals, with appropriate skills to enhance the Board of Trustees and development of the charitable company may also be approached or offer themselves for election or co-option to the Board of Trustees.

The full Board of Trustees meets at least four times a year, one meeting to review strategic plan and agree future priorities with some business undertaken by electronic means.

Trustee induction and training

Trustee induction consists of an introduction to the organisation, its activities and projects, and includes details of their duties and responsibilities as Trustees. All

CVS SOUTH GLOUCESTERSHIRE
REPORT OF THE TRUSTEES
YEAR ENDED 31 MARCH 2025

Trustees are encouraged to attend the appropriate training to facilitate their undertaking of the role.

Risk Management

Trustees regularly log major strategic, business, financial and operational risks, which the charity faces and has established procedures to manage organisational risks to ensure compliance with best practice and legislation; to cover the delivery of projects.

Public Benefit Statement

In preparing this report the Board of Trustees has complied with the duty under Section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission in relation to meeting the public benefit requirement.

Statement of Trustees' responsibilities

The trustees (who are also directors of CVS South Gloucestershire for the purposes of company law) are responsible for preparing the Trustees Report (incorporating the directors' report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Accepted Accounting Practice).

Company law requires the trustees 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 income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgments and accounting estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

The report was approved by the trustees on 31st October 2025 and signed on their behalf by:



.....
Sue Parsons
Chair of Trustees

CVS SOUTH GLOUCESTERSHIRE
REFERENCE AND ADMIN INFORMATION
YEAR ENDED 31 MARCH 2025

Charity Name CVS South Gloucestershire
Charity Registration No: 1099702
Company Registration No: 04831569

The Board of Trustees

Name	Nominating Member Organisation		Position	Status
Beth Hendry	DHI		Trustee	Elected November 2024
Deborah Gee	Creative Youth Network		Trustee Treasurer	Re-elected December 2022
Mark Crutchley	Circadian Trust		Trustee	Re-elected September 2020
Jamie Gill	1625 Independent People		Trustee	Re-elected September 2020
Berkeley Wilde	The Diversity Trust		Trustee	Elected September 2017
Ian Dibble	Independent/Volunteer		Trustee	Elected November 2024
Jay Gregg-Harris	Equalities Trust		Trustee	Elected November 2024
Amanda Robbins	Bromford Housing		Trustee	Resigned November 2024
Sue Parsons	Winterbourne Medieval Barn		Trustee	Re-elected December 2022

Chief Executive Officer **Hannah Mahoney** (Since 24 June 2024)

Registered office Yate Library,
West Walk
Yate Shopping Centre
BS37 4AX

Independent Examiner Joshua Kingston, BSc, ACA
Burton Sweet Limited
Chartered Accountants
The Clock Tower
5 Farleigh Court
Old Weston Road
Flax Bourton
Bristol. BS48 1UR

Bankers Lloyds TSB plc
Westbury-On-Trym branch
15 High Street
Bristol

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2025.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

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

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

Joshua Kingston

Joshua Kingston, BSc., ACA
Burton Sweet Limited
The Clock Tower
5 Farleigh Court
Old Weston Road
Flax Bourton
Bristol BS48 1UR

Date: 31st October 2025

CVS SOUTH GLOUCESTERSHIRE

STATEMENT OF FINANCIAL ACTIVITIES (Including Income & Expenditure Account)

YEAR ENDED 31 MARCH 2025

		Unrestricted Funds	Restricted Funds	Total funds 2025	Total funds 2024
	Note	£	£	£	£
Income from:					
Donations and legacies	2	2,814	9,937	12,751	3,680
Charitable activities	3	55,601	202,848	258,449	290,092
Investment income		2,683	-	2,683	2,680
Total income		61,098	212,785	273,883	296,452
Expenditure on:					
Charitable activities	4	86,909	197,399	284,308	246,861
Total expenditure		86,909	197,399	284,308	246,861
Net income/(expenditure) and net movement in funds	7	(25,811)	15,386	(10,425)	49,591
Total funds at 1 April	14	90,393	144,683	235,076	185,485
Total funds at 31 March	14	64,582	160,069	224,651	235,076

The Charity has no recognised gains or losses other than the results for the year as set out above.
All of the activities of the Charity are classed as continuing.

See note 10 for fund comparatives

The notes on pages 13 to 22 form part of these financial statements

CVS SOUTH GLOUCESTERSHIRE**BALANCE SHEET****AT 31 MARCH 2025**

Company number: 04831569

	Note	2025 £	2024 £ Restated
Current assets			
Debtors	12	13,817	16,159
Cash at bank		<u>223,519</u>	<u>239,097</u>
		237,336	255,256
Creditors: Amounts falling due within one year	13	<u>(12,685)</u>	<u>(20,180)</u>
Net assets		<u>224,651</u>	<u>235,076</u>
Funds			
Restricted funds	15	160,069	144,683
Unrestricted funds	15		
<i>Designated funds</i>		37,900	37,900
<i>General funds</i>		<u>26,682</u>	<u>52,493</u>
		<u>224,651</u>	<u>235,076</u>

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.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

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 companies subject to the small companies' regime.

These accounts were approved by the Board on.....^{31st October 2025} and signed on their behalf by:



.....
Sue Parsons
Chair of Trustees

The notes on pages 13 to 22 form part of these financial statements

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2025

1 Accounting policies

1.1 Basis of preparation

The financial statements have been prepared in accordance with the historical cost convention (except where otherwise stated in the accounting policy note) and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019, and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), and the Companies Act 2006.

The trustees know of no reason why the charity might not continue as a going concern, therefore the accounts have been prepared on this basis.

1.2 Income

All income becoming available to the Charity in the year is recognised in the Statement of Financial Activities (SOFA) when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Income is deferred only when the Charity has to fulfil conditions before becoming entitled to it and where the donor has specified that the income is to be expended in a future period.

Donations and legacies includes income generated from gifts, donations, legacies and grants and is included in full in the SOFA when receivable. Grants where entitlement is not conditional on the delivery of specific performance by the Charity are recognised when the Charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the Charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

Grants receivable are accounted for on a receivable basis and allocated to the appropriate fund.

1.3 Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. The charity is not registered for VAT. Expenditure includes all VAT which cannot be recovered, and is reported as part of the expenditure to which it relates.

Expenditure on charitable activities comprises those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries. CVS South Gloucestershire advocates on behalf of the sector through our strategic work. We provide free information and charge (at low cost) for services primarily provided to the voluntary community and social enterprise (ICSE) organisations. Where possible we grant fundraise for the provision of support to groups in crisis. It includes both costs that can be allocated directly to this activity and those costs of an indirect nature necessary to support them.

Support costs include the costs of staff for the general support activity of the office. They have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. staff costs by time spent.

Governance costs are included within charitable activities and include all those costs associated with meeting the constitutional and statutory requirements of the Charity and include the independent examination fees and costs linked to the strategic management of the Charity.

1.4 Pension costs and other post-retirement benefits

The charity operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the charity and are independently administered. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

1.5 Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any discounts due.

1.6 Cash and cash equivalents

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.7 Tangible fixed assets and depreciation

Tangible fixed assets costing more than £500 other than freehold land are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Computer equipment	33% straight line
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1.8 Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any discounts due.

1.9 Cash and cash equivalents

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2025

1 Accounting policies (continued)

1.10 Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any discounts due.

1.11 Funds

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with the specific restrictions imposed by donors which have been raised by the Charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Designated funds form part of unrestricted funds and have been identified as being for particular purposes by the Trustees. They are not restricted and can be transferred to general funds at any time at the discretion of the Trustees.

2 Donations and legacies

Current year	Unrestricted funds	Restricted funds	Total funds
	£	£	2025
			£
Donations	196	9,937	10,133
Membership	2,618	-	2,618
	2,814	9,937	12,751
Prior year	Unrestricted funds	Restricted funds	Total funds
	£	£	2024
			£
Membership	3,680	-	3,680
	3,680	-	3,680

3 Income from Charitable activities

	Unrestricted funds	Restricted funds	Total funds
	£	£	2025
			£
Representation and strategic development	48,537	-	48,537
Developing skills and capacity			
Partners' funding - Government grants			
Equalities SLA	-	75,188	75,188
Volunteer centres funding	-	28,000	28,000
Cost of Living	-	2,477	2,477
Quartet Coaching grant	-	-	-
SG Race Equality Network	-	49,393	49,393
WECA Social Economy Project	-	47,790	47,790
Consulting	7,064	-	7,064
Mutual Aid Groups	-	-	-
	55,601	202,848	258,449

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2025

3 Income from Charitable activities (continued)

Prior year (Restated)

	Unrestricted funds	Restricted funds	Total funds 2024
	£	£	£
Representation and strategic development	50,636	-	50,636
Developing skills and capacity			
SG Race Equality Network	-	59,861	59,861
Information Services	2,320	-	2,320
Partners' funding - Government grants			
Equalities SLA	-	78,000	78,000
Volunteer centres funding	-	28,000	28,000
Cost of Living	-	50,000	50,000
WECA Social Economy Project		16,798	16,798
Consulting	4,270	207	4,477
	57,226	232,866	290,092

4 Expenditure on Charitable activities

	Grants payable (note 5)	Direct costs	Support costs (note 6)	Total 2025
	£	£	£	£
Representation and strategic development	-	-	81,372	81,372
Developing skills and capacity	-	-	-	-
Connections	-	10,663	-	10,663
Training and support	-	346	-	346
Membership	-	-	191	191
Information Services	-	5,000	-	5,000
Partners' funding				
Equalities SLA	44,367	16,888	-	61,255
Volunteer centres funding	28,000	-	-	28,000
Quartet Coaching grant	-	928	-	928
SG Race Equality Network	-	52,769	-	52,769
WECA Social Economy project	2,922	24,924	-	27,846
Consulting	-	-	-	-
Mutual Aid Groups	-	-	-	-
Cost of Living	2,477	13,461	-	15,938
	77,766	124,979	81,563	284,308

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2025

4 Expenditure on Charitable activities (continued)

Prior year

	Grants payable (note 5)	Direct costs	Support costs (note 6)	Total 2024
	£	£	£	£
Representation and strategic development	-	2,816	56,304	59,120
Developing skills and capacity				
SG Race Equality Network	-	27,657	29,822	57,479
Connections	-	668	20,013	20,681
Membership	-	-	900	900
Information Services	-	119	-	119
Partners' funding				
Equalities SLA	68,625	-	-	68,625
Volunteer centres funding	28,000	-	-	28,000
Consulting	-	3,667	2,020	5,687
Mutual Aid Groups	-	3,250	-	3,250
Cost of Living	-	3,000	-	3,000
	<u>96,625</u>	<u>41,177</u>	<u>109,059</u>	<u>246,861</u>

5 Grants payable

	2025	2024
	£	£
Volunteer Centres		Restated
Southern Brooks Community Partnerships:		
Patchway, Yate Volunteering, Kingswood Volunteering, Filton & Stokes Volunteer Centre	21,000	21,000
Other grants (Quartet)	-	-
Volunteer Centre Thornbury - SGC 3 year grant	7,000	7,000
	<u>28,000</u>	<u>28,000</u>
Equalities Partnership		
Southern Brooks Community Partnerships for Community Cohesion	12,000	15,750
AGE UK South Gloucestershire	8,367	12,117
Over 50's Forum	-	6,445
SARI	-	2,813
South Gloucestershire Disability Equality Network	12,000	15,750
South Gloucestershire Racial Equality Network	-	-
South Gloucestershire Council - cost of living	2,477	-
Voscur Limited	2,922	-
The Diversity Trust	12,000	15,750
	<u>49,766</u>	<u>68,625</u>
Total grants payable to organisations	<u>77,766</u>	<u>96,625</u>

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2025

6 Support costs

	Premises & office costs £	Payroll & staff costs £	Total 2025 £
Representation and strategic development	42,616	38,756	81,372
Developing skills and capacity	-	-	-
Connections	-	-	-
Training and support	-	-	-
Membership	191	-	191
SG Race Equality Network	-	-	-
WECA Social Economy project	-	-	-
Partners' funding	-	-	-
Consulting	-	-	-
Mutual Aid Groups	-	-	-
Equalities	-	-	-
Cost of Living	-	-	-
	42,807	38,756	81,563

Support costs are allocated to activities based on usage of individual resources.

Prior year

	Premises & office costs £	Payroll & staff costs £	Total 2024 £
Representation and strategic development	36,775	19,529	56,304
Developing skills and capacity			
SG Race Equality Network	-	29,822	29,822
Connections	-	20,013	20,013
Membership	657	243	900
Partners' funding			
Consulting	409	1,611	2,020
	37,841	71,218	109,059

7 Net income for the year

This is stated after charging:

	2025 £	2024 £
Independent examiner's fees		
Independent examination	1,195	1,089
Accountancy	2,165	1,971

None of the Trustees (or any persons connected with them) received any remuneration, benefits or expenses from the Charity for their work as Trustees (2024 - £nil).

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2025

8 Staff costs and numbers

The aggregate payroll costs were:

	2025	2024
	£	£
Wages and salaries	97,622	90,483
Social security costs	2,760	1,085
Pension contributions	2,774	3,487
	<u>103,156</u>	<u>95,055</u>

The number of employees whose emoluments as defined for taxation purposes amounted to over £60,000 in the year was nil (2024 - nil).

The senior management team includes the post of Chief Officer (2024: Chief Officer).

The aggregate payroll costs for the senior management team were:

	2025	2024
	£	£
Wages and salaries	26,112	26,989
Social security costs	988	2,469
Pension contributions	783	1,619
	<u>27,883</u>	<u>31,077</u>

The average weekly number of employees during the year, calculated on the basis of head count:

	2025	2024
	No.	No.
Management, administration and support	5	6
	<u>5</u>	<u>6</u>

9 Taxation

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

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2025

10 Fund Comparatives for the Statement of Financial Activities (Restated)

	Unrestricted Funds £	Restricted Funds £	Total funds 2024 £
Income from:			
Donations and legacies	3,680	-	3,680
Charitable activities	57,226	232,866	290,092
Investment income	2,680	-	2,680
Total income	63,586	232,866	296,452
Expenditure on:			
Charitable activities:	64,555	182,306	246,861
Total expenditure	64,555	182,306	246,861
Net income/(expenditure) and net movement in funds	(969)	50,560	49,591
Total funds at 1 April	91,362	94,123	185,485
Total funds at 31 March	90,393	144,683	235,076

11 Tangible fixed assets

	Computer equipment £	Total £
Cost		
At 1 April 2024 and 31 March 2025	3,218	3,218
Additions		
Depreciation		
At 1 April 2024 and 31 March 2025	3,218	3,218
Net book value		
At 31 March 2024 and 31 March 2025	-	-

12 Debtors

	2025 £	2024 £
Trade Debtors	13,817	16,159
Other debtors	-	-
	13,817	16,159

13 Creditors: amounts falling due within one year

	2025 £	2024 £
Trade creditors	5,980	14,930
Taxes and social security costs	3,345	2,191
Accruals	3,360	3,059
	12,685	20,180

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2025

14 Movement in funds

	At 1 April 2024 £	Income £	Expenditure £	Transfers £	At 31 March 2025 £
Restricted funds					
SGREN Events	-	-	-	-	-
SGREN Cost of Living	47,000	2,477	(15,938)	-	33,539
Community Accountancy Service	256	-	-	-	256
Climate Action Fund (Big Lottery)	2,000	-	-	-	2,000
Community Cohesion grant	1,787	-	-	-	1,787
Community Development and Support	551	-	-	-	551
Connections Officer	10,663	-	(10,663)	-	-
Equalities SLA	9,000	48,000	(44,380)	-	12,620
Equalities Voice	375	27,188	(16,875)	-	10,688
Quartet training	5,517	7,500	(928)	-	12,089
SG Race Equality Network	36,349	13,093	-	-	49,442
Social Value fund	3,000	9,822	(11,353)	-	1,469
Volunteer Centres	-	28,000	(28,000)	-	-
Westport	-	-	-	-	-
Whitfield Tabernacle	-	-	-	-	-
SG Lotteries	1,387	28,915	(41,416)	-	(11,114)
SG Phoenix	10,000	-	-	-	10,000
WECA Social Economy Project	16,798	47,790	(27,846)	-	36,742
	144,683	212,785	(197,399)	-	160,069
Unrestricted funds					
Designated - closedown fund	30,000	-	-	-	30,000
Designated activity funds	7,900	-	-	-	7,900
General funds	52,493	61,098	(86,909)	-	26,682
	90,393	61,098	(86,909)	-	64,582
Total funds	235,076	273,883	(284,308)	-	224,651

Restricted funds

WECA/ Social Economy West

Funds aimed at making communities more resilient through providing training and coaching services to the voluntary and community sector in South Gloucestershire.

Community Accountancy Service

Funds to provide a service to VCSE Organisations to support good financial practice and to review accounts.

Climate Action Fund (Big Lottery)

This is an Awards for All grant for 2020-21 to support the engagement with Climate Action Groups across the area, to deliver a series of training sessions for this emerging community action network.

Community Cohesion grant

Funds received from South Gloucestershire Council to support the community of Cheswick Village.

Community Development and Support

Funds to assist VCSE organisations with good organisational practice, membership of CVS South Gloucestershire.

Connections Officer

Funding for Community Development officer to connect VCSE organisations, to gender partnership working and collaboration.

Equalities SLA

A new three year Service Level Agreement from SGC which CVS manages on behalf of the SG Equalities Partnership.

Equalities Voice

Funding for a quarterly meeting between South Gloucestershire Council and representatives from Equalities organisations to discuss issues and priorities to promote equality in South Gloucestershire.

Quartet training

Funding to provide individual and bespoke training to VCSE organisations over two years.

South Gloucestershire Race Equality Network

Funding from South Gloucestershire Council for CVS to employ the Network's first part time Development Officer and to work with them to build their capacity to apply for future funding to support their work.

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2025

14 Movement in funds (continued)

Social Value fund

Funding initiated through the south Gloucestershire Council procurement process, by which local businesses donate funds to support local VCSE groups.

Volunteer Centres

South Gloucestershire Council 3 year grant to support the volunteer centres run in Thornbury, Kingswood, Yate & Patchway.

Westport

Funding received for Recharge Up - to provide fitness classes for people isolated because of covid 10 and also visually impaired and blind people who need additional support and equipment to access classes. CVS is to manage the funding and support the newly formed group.

Whitfield Tabernacle

Funding from South Gloucestershire Council for CVS South Gloucestershire to support the development of a Trust to preserve the heritage of the site and support an initial business plan and to fundraise for future development work. At the end of the project, the remaining funds were transferred to General funds in recognition of costs borne by the charity, as permitted by the agreement.

SG Lottery

CVS SG. Administer funds from the National Lottery Community Fund to support SGREN in becoming an independent CIO. CVS SG receive a fixed amount per year, over three years, to administer the grant.

SG Phoenix

Funding to support organizations in order to strategically invest in their growth and developments activities.

Cost of Living/Energy Efficiency

Funds to help organisations deal with the cost of living increase, specifically undertaking energy reports, and making energy saving recommendations, for local community centres across South Gloucestershire.

Designated funds

Designated activity funds

The trustees transferred funds for ongoing activities into a separate designated fund to ensure they were available for completing the projects in question.

Designated close down fund

Funds set aside to cover costs in the event that the charity must close down.

Prior year (Restated)	At 1 April 2023 £	Income £	Expenditure £	Transfers £	At 31 March 2024 £
Restricted funds					
Community Accountancy Service	203	207	(154)	-	256
Climate Action Fund (Big Lottery)	2,000	-	-	-	2,000
Community Cohesion grant	1,787	-	-	-	1,787
Community Development and Support	551	-	-	-	551
Connections Officer	31,344	-	(20,681)	-	10,663
Equalities SLA	-	48,000	(39,000)	-	9,000
Equalities Voice	-	30,000	(29,625)	-	375
Quartet training	5,517	-	-	-	5,517
SG Race Equality Network	45,351	15,175	(24,177)	-	36,349
Social Value Fund	3,000	-	-	-	3,000
Volunteer Centres	-	28,000	(28,000)	-	-
Westport	3,250	-	(3,250)	-	-
Whitfield Tabernacle	1,120	-	(1,120)	-	-
SG Lottery	-	34,686	(33,299)	-	1,387
SG Phoenix	-	10,000	-	-	10,000
SGREN Cost of Living	-	50,000	(3,000)	-	47,000
WECA Social Economy Project	-	16,798	-	-	16,798
	94,123	232,866	(182,306)	-	144,683
Unrestricted funds					
Designated - closedown fund	30,000	-	-	-	30,000
Designated activity funds	7,900	-	-	-	7,900
General funds	53,462	63,586	(64,555)	-	52,493
	91,362	63,586	(64,555)	-	90,393
Total funds	185,485	296,452	(246,861)	-	235,076

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2025

15 Analysis of net assets between funds

	Cash at Bank	Other Net assets	Total 2025
	£	£	£
Restricted funds	160,069	-	160,069
Unrestricted funds			
Designated - closedown fund	30,000	-	30,000
Designated activity funds	7,900	-	7,900
General fund	25,550	1,132	26,682
	<u>223,519</u>	<u>1,132</u>	<u>224,651</u>

Prior year (Restated)

	Cash at Bank	Other Net assets	Total 2024
	£	£	£
Restricted funds	144,683	-	144,683
Unrestricted funds			
Designated - closedown fund	30,000	-	30,000
Designated activity funds	7,900	-	7,900
General fund	56,514	(4,021)	52,493
	<u>239,097</u>	<u>(4,021)</u>	<u>235,076</u>

16 Related party transactions

There were no transactions with related parties either during 2024 or 2025.

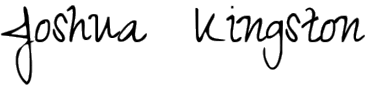
17 Company limited by guarantee

CVS South Gloucestershire is a company limited by guarantee and as such has no share capital. In the event of the company being wound up, the liability of the members is limited to £1 each.

Document Details

Title	CVS SG Accounts YE 25 final.pdf
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Accounts

CVS SOUTH GLOUCESTERSHIRE

FINANCIAL STATEMENTS

31 MARCH 2024

Company Registration Number: 04831569

Charity Number: 1099702

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REPORT OF THE TRUSTEES

Objects, vision, mission

The **Objects** of the charity are:

To promote any charitable purposes for the benefit of the community in the local government district of South Gloucestershire and its neighbourhood, and particularly the advancement of education, the protection of health and the relief of poverty, distress, and sickness.

To promote and organise co-operation in the achievement of the above purposes and to that end to bring together council representatives of the voluntary organisations and statutory authorities within the area of benefit.

Our **Vision** is of an independent, thriving, diverse, innovative and resilient, local, voluntary, community and social enterprise sector providing high quality services in communities across the area and making a positive difference to people's lives.

Our **Mission** is to support, develop, and represent voluntary, community, social enterprise (VCSE) and social action in South Gloucestershire.

Our **Values** drive and influence our work. *They are:*

Social justice	We embed and champion the role and value of the VCSE in making a difference and promoting lasting social, environmental and economic change.
Trust	We develop and deliver our services with partners in a way that supports the development of trust across and between sectors.
Responsive	We ensure that our services and those of our partners meet the needs of our service users and are delivered at times and in location which are suitable.
Open	We actively seek feedback on the delivery of our services to help us to improve both our services and those provided by partners.
Networking	We will use the strength of the VCSE, to develop networks and promote equality and diversity, ensuring that our services meet the needs of, and are accessed by, the most diverse range of groups.
Good Governance	We ensure that our organisation models good governance in all that we deliver, and we continue to support good governance across the VCSE.

Ensuring our work delivered our constitutional aims.

CVS South Gloucestershire's Trustees review the organisation's activities every year to consider how planned activities will contribute to the organisation's objectives, vision, mission, and public benefit as a charity.

2023 brought a range of systemic challenges including on-going post Covid recovery efforts and the complexity of spreading funds further as the cost-of-living crisis continues. CVS.SG has also navigated a change in leadership with the CEO moving on due to poor health, and the long-standing chair of the board retiring. Despite these challenges, CVS.SG has maintained an important role in the local landscape, continuing to deliver projects, and support organisational development. An interim CEO has been appointed whilst recruitment is underway, and their focus has ensured the maintenance of strategic relationships and the well-being and productivity of the wider team. Additionally, a well-established board member with a wide range of connections and experience has stepped in as interim Chair.

Overall, CVS.SG is in a period of transition, one that allows us the opportunity to review our service offer and adapt our systems and processes to one that can be nimble and responsive to a complex and ever-changing environment.

The CVS Team

Staff – 6 staff were employed by CVS.SG during this reporting period.

Chief Executive Officer	0.6 FTE (Left CVS.SG in March 2024)
Finance Officer	0.2 FTE (Left CVS.SG in March 2024)
Business Support Officer	0.2 FTE (Recruited September 2023)
Business Support Officer	0.2 FTE (Left CVS.SG May 2023)
Project Support Officer	0.6FTE (Recruited April 2023)
SGREN Coordinator	0.6FTE

CVS Associates

CVS South Gloucestershire operates an Associate Model to accompany our delivery of VCSE sector support, using Associates to deliver services that are beyond the capacity covered by our Service Level Agreement with South Gloucestershire Council (SGC) and/or for services requiring specialist skillsets not covered adequately in our staff team. Our pool of Associates has been busy this year and we continue to support this model to broaden our scope in helping as many VCSE organisations as possible, with charged-for services covered by those with the ability to pay. We continue to seek to understand the needs of the sector and to attract investment for our services whilst not competing with our members, enabling us to broaden and enhance our support offer for VCSE organisations in our area.

2024 Priorities:

CVS.SG priorities for this period have focussed on adapting to the shifting environment by investing in partnerships and collaboration and supporting our local membership.

Strategic partnerships and collaboration.

CVS.SG has been a key partner representing the South Gloucestershire community at a range of local strategic boards including, Chairing the South Gloucestershire Compact group, attending the Leaders Board, co-chairing the Keep it Local Steering Group, co-chairing the Safer Stronger Communities Board, and co-chairing the South Gloucestershire Strategic Resilience group. Additionally, CVS.SG is involved in regional partnership boards including the BNSSG Alliance (Health), and a similarly named but entirely separate Strategic Alliance led by St Monica's Trust with a focus on addressing the systemic challenge of loneliness and isolation.

As well as supporting the strategic infrastructure of the system, involvement in this work has additional benefits including:

- Increasing the potential of drawing funding into South Gloucestershire
- Supporting the resilience and sustainability of partnership infrastructure
- Modelling leadership across the system

Membership Support

CVS.SG are committed to supporting the growth of micro-organisations across South Gloucestershire, to enable a rich, diverse and nimble community of services and provision. This has included:

- Supporting a local area Volunteer Centre who provide a dynamic and responsive volunteering service across the Thornbury area.
- Administered funds. CVS.SG create impactful opportunities for small community groups and organisations by administering funds which would otherwise be unavailable. This includes:
 - Distributing funds for three volunteer centres through local partner Southern Brooks.
 - Administration of National Lottery Community Funds grants and local council funds to a local South Gloucestershire Race Equality Network (SGREN) who provide a rich range of services to improve racial equality and community safety in the area.
 - Administration of funds for the South Gloucestershire Equalities Partnership.

- Coaching and support:

- Support for SGREN to constitute as a CIO.
- Support with Committee Development for Kingswood Tabernacle.
- Associate support for Thornbury-based services Turnberries Centre and Armstrong Hal.
- Support for the Coniston Centre around finances, staff and governance.

State of Play Report

Finally, CVS has led on the development of a State of Play report for South Gloucestershire, the findings of which will inform a range of strategic and operational work areas.

Financial Review

Funding

This financial year CVS South Gloucestershire has posted a surplus of £49,591 (2023: surplus £68,680). South Gloucestershire Council continues its Service Level Agreements (SLA) with us. This grant funds some of our work and we continue to manage funding on behalf of four regional volunteer centres, three of which (Yate, Kingswood, and Patchway and the Stokes) are run by our partner, Southern Brooks and the final one is supported by us. We also deliver the South Gloucestershire Equalities Voice partnership of Diversity Trust, S.Glos. Disability Equality Network, S.Glos. Race Equality Network and Southern Brooks under a separate SLA.

We have continued to offer charged-for services, primarily through our small group of associates. This brings extra capacity to CVS and communicating clearly how this service fits with CVS's basic support to the sector, and its membership offer, continues to be important. We have continued to work in partnership with Diversity Trust, Thornbury Volunteer Centre, and Southern Brooks Community Partnerships, GREN, the West of England Rural Network (WERN) and The Care Forum (TCF) both through the West of England Civil Society Partnership (now just an informal network, not a legally registered organisation).

We were successful in generating income to boost our resources to deliver support for local VCSE organisations and see this as a necessity but also a potential area of growth in the future, whilst our core service must be recognised and paid-for through core funding, supplemented by membership fees, paid-for advertising and paid-for support services.

Reserves Policy

In line with guidance issued by the Charity Commission, the trustees have reviewed the charity's need for reserves. The charity requires unrestricted reserves approximately equal to around three months running costs, equating to around £23,300. The Trustees believe that this represents a minimum level of reserves necessary to ensure effective and efficient operation of the charity for the benefit of its clients. The charity has unrestricted funds of £154,191 (2023: £91,362) of which £37,900 has been designated to ensure that the charity has the funds to cover redundancy and wind-up costs. Free reserves at the year end amounts to £116,291. The excess of reserves of £92,991 have been allocated to safeguard against future income generating shortfalls and towards the exploration of new future business opportunities.

Structure, Governance and Management

Governing document.

CVS South Gloucestershire incorporated on 14 July 2003 as a private company limited by guarantee. The company became a registered charity on 26 September 2003.

The company governed by the Memorandum and Articles of Association dated 13 May 2003, updated on 19 November 2008 and amended on 15 September 2010 and 6th July 2011. In accordance with section 28 of the Companies Act 2006, the Memorandum of Association is deemed part of the Articles of Association with effect from 15 September 2010.

In the event of the company being wound up, members are required to contribute an amount not exceeding £1 towards the cost of dissolution and the liabilities incurred by the charity when the contributor was a member.

Recruitment and appointment of the Board of Trustees'

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles, are known as members of the Board of Trustees. Under the requirements of the Articles of Association, one third of the members of the Management Committee must resign at each AGM, the longest in office retiring first. A retiring trustee may be re-elected at the same Annual General Meeting.

CVS South Gloucestershire works to provide development, support and representation to the voluntary, community and social enterprise sector (VCSE) in South Gloucestershire and its membership is drawn from these groups who are either based in or providing services to communities in South Gloucestershire.

CVS South Gloucestershire is governed by a Board of Trustees who are elected by the members of the organisation. We look for members with business acumen and experience of management, alongside knowledge of our work with voluntary organisations, community groups and social enterprises and strategic work with public and private sector partners. Individuals, with appropriate skills to enhance the Board of Trustees and development of the

charitable company may also be approached or offer themselves for election or co-option to the Board of Trustees.

The full Board of Trustees meets at least four times a year, one meeting to review strategic plan and agree future priorities with some business undertaken by electronic means.

Trustee induction and training

Trustee induction consists of an introduction to the organisation and its activities and projects and includes details of their duties and responsibilities as Trustees. All Trustees are encouraged to attend the appropriate training to facilitate their undertaking of the role.

Risk Management

Trustees regularly log major strategic, business, financial and operational risks, which the charity faces and have established procedures to manage organisational risks to ensure compliance with best practice and legislation; to cover the delivery of projects.

Public Benefit Statement

In preparing this report the Board of Trustees has complied with the duty under Section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission in relation to meeting the public benefit requirement.

Statement of Trustees' responsibilities

The trustees (who are also directors of CVS South Gloucestershire for the purposes of company law) are responsible for preparing the Trustees Report (incorporating the directors' report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Accepted Accounting Practice).

Company law requires the trustees 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 income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgments and accounting estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

The report was approved by the trustees on 18 November 2024, and signed on their behalf by:



.....
Sue Parsons
Chair of Trustees

CVS SOUTH GLOUCESTERSHIRE
REFERENCE AND ADMIN INFORMATION
YEAR ENDED 31 MARCH 2024

Charity Name CVS South Gloucestershire
Charity Registration No: 1099702

Company Registration No: 04831569

The Board of Trustees

Name	Nominating Member Organisation		Position	Status
Peter Steel	Age UK		Chair From December 2015	Re-elected September 2019 Resigned 26 October 2023
Deborah Gee	Creative Youth Network		Trustee Treasurer	Re-elected December 2022
Mark Crutchley	Circadian Trust		Trustee	Re-elected September 2020
Jamie Gill	1625 Independent People		Trustee	Re-elected September 2020
Berkeley Wilde	The Diversity Trust		Trustee	Elected September 2017
Julie Hughes	Developing Health and Independence		Trustee	Elected December 2021 Resigned 26 October 2023
Amanda Robbins	Bromford Housing		Trustee	Elected 2019
Sue Parsons	Winterbourne Medieval Barn		Trustee	Re-elected December 2022

Chief Executive Officer

Steve Curry (Until 30 April 2024)

Hannah Mahoney (Since 24 June 2024)

Registered office

Yate Library,
West Walk
Yate Shopping Centre
BS37 4AX

Independent Examiner

Joshua Kingston, BSc, ACA
Burton Sweet Limited
Chartered Accountants
The Clock Tower
5 Farleigh Court
Old Weston Road
Flax Bourton
Bristol. BS48 1UR

Bankers

Lloyds TSB plc
Westbury-On-Trym branch
15 High Street
Bristol

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2024.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

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

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

Joshua Kingston

Joshua Kingston, BSc., ACA
Burton Sweet Limited
The Clock Tower
5 Farleigh Court
Old Weston Road
Flax Bourton
Bristol BS48 1UR

Date: 18 November 2024

CVS SOUTH GLOUCESTERSHIRE

STATEMENT OF FINANCIAL ACTIVITIES (Including Income & Expenditure Account)

YEAR ENDED 31 MARCH 2024

		Unrestricted Funds	Restricted Funds	Total funds 2024	Total funds 2023
	Note	£	£	£	£
Income from:					
Donations and legacies	2	3,680	-	3,680	7,700
Charitable activities	3	124,024	166,068	290,092	302,687
Investment income		2,680	-	2,680	715
Total income		130,384	166,068	296,452	311,102
Expenditure on:					
Charitable activities	4	67,555	179,306	246,861	242,422
Total expenditure		67,555	179,306	246,861	242,422
Net income/(expenditure) and net movement in funds	7	62,829	(13,238)	49,591	68,680
Total funds at 1 April	14	91,362	94,123	185,485	116,805
Total funds at 31 March	14	154,191	80,885	235,076	185,485

The Charity has no recognised gains or losses other than the results for the year as set out above.
All of the activities of the Charity are classed as continuing.

See note 10 for fund comparatives

The notes on pages 13 to 22 form part of these financial statements

CVS SOUTH GLOUCESTERSHIRE**BALANCE SHEET****AT 31 MARCH 2024**

Company number: 04831569

	Note	2024 £	2023 £
Current assets			
Debtors	12	16,159	933
Cash at bank		<u>239,097</u>	<u>200,524</u>
		255,256	201,457
Creditors: Amounts falling due within one year	13	<u>(20,180)</u>	<u>(15,972)</u>
Net assets		<u><u>235,076</u></u>	<u><u>185,485</u></u>
Funds			
Restricted funds	15	80,885	94,123
Unrestricted funds	15		
<i>Designated funds</i>		37,900	37,900
<i>General funds</i>		<u>116,291</u>	<u>53,462</u>
		<u><u>235,076</u></u>	<u><u>185,485</u></u>

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.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

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 companies subject to the small companies' regime.

18 November

2024

These accounts were approved by the Board on....., and signed on their behalf by:



Sue Parsons

Chair of Trustees

The notes on pages 13 to 22 form part of these financial statements

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2024

1 Accounting policies

1.1 Basis of preparation

The financial statements have been prepared in accordance with the historical cost convention (except where otherwise stated in the accounting policy note) and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019, and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), and the Companies Act 2006.

The trustees know of no reason why the charity might not continue as a going concern, therefore the accounts have been prepared on this basis.

1.2 Income

All income becoming available to the Charity in the year is recognised in the Statement of Financial Activities (SOFA) when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Income is deferred only when the Charity has to fulfil conditions before becoming entitled to it and where the donor has specified that the income is to be expended in a future period.

Donations and legacies includes income generated from gifts, donations, legacies and grants and is included in full in the SOFA when receivable. Grants where entitlement is not conditional on the delivery of specific performance by the Charity are recognised when the Charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the Charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

Grants receivable are accounted for on a receivable basis and allocated to the appropriate fund.

1.3 Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. The charity is not registered for VAT. Expenditure includes all VAT which cannot be recovered, and is reported as part of the expenditure to which it relates.

Expenditure on charitable activities comprises those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries. CVS South Gloucestershire advocates on behalf of the sector through our strategic work. We provide free information and charge (at low cost) for services primarily provided to the voluntary community and social enterprise (ICSE) organisations. Where possible we grant fundraise for the provision of support to groups in crisis. It includes both costs that can be allocated directly to this activity and those costs of an indirect nature necessary to support them.

Support costs include the costs of staff for the general support activity of the office. They have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. staff costs by time spent.

Governance costs are included within charitable activities and include all those costs associated with meeting the constitutional and statutory requirements of the Charity and include the independent examination fees and costs linked to the strategic management of the Charity.

1.4 Pension costs and other post-retirement benefits

The charity operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the charity and are independently administered. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

1.5 Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any discounts due.

1.6 Cash and cash equivalents

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.7 Tangible fixed assets and depreciation

Tangible fixed assets costing more than £500 other than freehold land are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Computer equipment	33% straight line
--------------------	-------------------

1.8 Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any discounts due.

1.9 Cash and cash equivalents

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2024

1 Accounting policies (continued)

1.10 Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any discounts due.

1.11 Funds

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with the specific restrictions imposed by donors which have been raised by the Charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Designated funds form part of unrestricted funds and have been identified as being for particular purposes by the Trustees. They are not restricted and can be transferred to general funds at any time at the discretion of the Trustees.

2 Donations and legacies

Current year	Unrestricted funds £	Restricted funds £	Total funds 2024 £
Membership	3,680	-	3,680
	<u>3,680</u>	<u>-</u>	<u>3,680</u>
Prior year	Unrestricted funds £	Restricted funds £	Total funds 2023 £
Donations	-	3,000	3,000
Membership	4,700	-	4,700
	<u>4,700</u>	<u>3,000</u>	<u>7,700</u>

3 Income from Charitable activities

	Unrestricted funds £	Restricted funds £	Total funds 2024 £
Representation and strategic development	67,434	-	67,434
Developing skills and capacity			
SG Race Equality Network	-	59,861	59,861
Information Services	2,320	-	2,320
Partners' funding - Government grants			
Equalities SLA	-	78,000	78,000
Volunteer centres funding	-	28,000	28,000
Cost of Living	50,000	-	50,000
Consulting	4,270	207	4,477
	<u>124,024</u>	<u>166,068</u>	<u>290,092</u>

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2024

3 Income from Charitable activities (continued)

Prior year

	Unrestricted funds	Restricted funds	Total funds 2023
	£	£	£
Representation and strategic development	48,970	20,000	68,970
Developing skills and capacity			
SG Race Equality Network	-	58,346	58,346
Information Services	5,303	-	5,303
Connections	-	32,714	32,714
Training and support	-	7,500	7,500
Partners' funding - Government grants			
Equalities SLA	-	74,250	74,250
Volunteer centres funding	-	28,000	28,000
Consulting	6,000	15,711	21,711
Mutual Aid Groups	-	5,893	5,893
	<u>60,273</u>	<u>242,414</u>	<u>302,687</u>

4 Expenditure on Charitable activities

	Grants payable (note 5)	Direct costs	Support costs (note 6)	Total 2024
	£	£	£	£
Representation and strategic development	-	2,816	56,304	59,120
Developing skills and capacity				
SG Race Equality Network	-	27,657	29,822	57,479
Connections	-	668	20,013	20,681
Membership	-	-	900	900
Information Services	-	119	-	119
Partners' funding				
Equalities SLA	68,625	-	-	68,625
Volunteer centres funding	28,000	-	-	28,000
Consulting	-	3,667	2,020	5,687
Mutual Aid Groups	-	3,250	-	3,250
Cost of Living	-	3,000	-	3,000
	<u>96,625</u>	<u>41,177</u>	<u>109,059</u>	<u>246,861</u>

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2024

4 Expenditure on Charitable activities (continued)

Prior year

	Grants payable (note 5)	Direct costs	Support costs (note 6)	Total 2023
	£	£	£	£
Representation and strategic development	20,000	108	59,947	80,055
Developing skills and capacity				
SG Race Equality Network	-	13,698	13,520	27,218
Connections	-	1,370	-	1,370
Training and support	-	933	1,050	1,983
Membership	-	-	1,303	1,303
Information Services	-	157	-	157
Partners' funding				
Equalities SLA	74,250	-	-	74,250
Volunteer centres funding	28,000	-	-	28,000
Consulting	-	14,220	11,774	25,994
Mutual Aid Groups	-	2,092	-	2,092
	<u>122,250</u>	<u>32,578</u>	<u>87,594</u>	<u>242,422</u>

5 Grants payable

	2024	2023
	£	£
Volunteer Centres		
Southern Brooks Community Partnerships:		
Patchway, Yate Volunteering, Kingswood Volunteering, Filton & Stokes Volunteer Centre	15,750	21,000
Other grants (Quartet)	-	20,000
Volunteer Centre Thornbury - SGC 3 year grant	<u>7,000</u>	<u>7,000</u>
	<u>22,750</u>	<u>48,000</u>
Equalities Partnership		
Southern Brooks Community Partnerships for Community Cohesion	21,000	15,750
AGE UK South Gloucestershire	12,117	12,117
Over 50's Forum	6,445	7,383
SARI	2,813	3,750
South Gloucestershire Disability Equality Network	15,750	15,750
South Gloucestershire Racial Equality Network	-	3,750
The Diversity Trust	15,750	15,750
	<u>73,875</u>	<u>74,250</u>
Total grants payable to organisations	<u>96,625</u>	<u>122,250</u>

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2024

6	Support costs	Premises & office costs £	Payroll & staff costs £	Total 2024 £
	Representation and strategic development	36,775	19,529	56,304
	Developing skills and capacity			
	SG Race Equality Network	-	29,822	29,822
	Connections	-	20,013	20,013
	Membership	657	243	900
	Partners' funding			
	Consulting	409	1,611	2,020
	Equalities	-	-	-
		<u>37,841</u>	<u>71,218</u>	<u>109,059</u>

Support costs are allocated to activities based on usage of individual resources.

Prior year	Premises & office costs £	Payroll & staff costs £	Total 2023 £
Representation and strategic development	33,375	26,572	59,947
Developing skills and capacity			
SG Race Equality Network	-	13,520	13,520
Training and support	-	1,050	1,050
Membership	-	1,303	1,303
Partners' funding			
Consulting	-	11,774	11,774
	<u>33,375</u>	<u>54,219</u>	<u>87,594</u>

7 **Net income for the year**

This is stated after charging:

	2024	2023
Independent examiner's fees	£	£
Independent examination	1,089	1,016
Accountancy	1,971	1,840
	<u>1,971</u>	<u>1,840</u>

None of the Trustees (or any persons connected with them) received any remuneration, benefits or expenses from the Charity for their work as Trustees (2023- £nil).

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2024

8 Staff costs and numbers

The aggregate payroll costs were:

	2024	2023
	£	£
Wages and salaries	90,483	69,314
Social security costs	1,085	4,684
Pension contributions	3,487	2,936
	<u>95,055</u>	<u>76,934</u>

The number of employees whose emoluments as defined for taxation purposes amounted to over £60,000 in the year was nil (2023 - nil).

The senior management team includes the post of Chief Officer (2023: Chief Officer and Finance Officer).

The aggregate payroll costs for the senior management team were:

	2024	2023
	£	£
Wages and salaries	26,989	33,582
Social security costs	2,469	2,446
Pension contributions	1,619	2,015
	<u>31,077</u>	<u>38,043</u>

The average weekly number of employees during the year, calculated on the basis of head count:

	2024	2023
	No.	No.
Management, administration and support	6	6
	<u>6</u>	<u>6</u>

9 Taxation

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

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2024

10 Fund Comparatives for the Statement of Financial Activities

	Unrestricted Funds £	Restricted Funds £	Total funds 2023 £
Income from:			
Donations and legacies	4,700	3,000	7,700
Charitable activities	60,273	242,414	302,687
Investment income	715	-	715
Total income	65,688	245,414	311,102
Expenditure on:			
Charitable activities:	67,017	175,405	242,422
Total expenditure	67,017	175,405	242,422
Net income/(expenditure) and net movement in funds	(1,329)	70,009	68,680
Gross transfers between funds	-	-	-
Net movement in funds	(1,329)	70,009	68,680
Total funds at 1 April	92,691	24,114	116,805
Total funds at 31 March	91,362	94,123	185,485

11 Tangible fixed assets

	Computer equipment £	Total £
Cost		
At 1 April 2023 and 31 March 2024	3,218	3,218
Additions		
Depreciation		
At 1 April 2023 and 31 March 2024	3,218	3,218
Net book value		
At 31 March 2023 and 31 March 2024	-	-

12 Debtors

	2024 £	2023 £
Trade Debtors	16,159	933

13 Creditors: amounts falling due within one year

	2024 £	2023 £
Trade creditors	14,930	8,128
Taxes and social security costs	2,191	789
Accruals	3,059	7,055
	20,180	15,972

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2024

14 Movement in funds

	At 1 April 2023 £	Income £	Expenditure £	Transfers £	At 31 March 2024 £
Restricted funds					
Community Accountancy Service	203	207	(154)	-	256
Climate Action Fund (Big Lottery)	2,000	-	-	-	2,000
Community Cohesion grant	1,787	-	-	-	1,787
Community Development and Support	551	-	-	-	551
Connections Officer	31,344	-	(20,681)	-	10,663
Equalities SLA	-	48,000	(39,000)	-	9,000
Equalities Voice	-	30,000	(29,625)	-	375
Quartet training	5,517	-	-	-	5,517
SG Race Equality Network	45,351	15,175	(24,177)	-	36,349
Social Value fund	3,000	-	-	-	3,000
Volunteer Centres	-	28,000	(28,000)	-	-
Westport	3,250	-	(3,250)	-	-
Whitfield Tabernacle	1,120	-	(1,120)	-	-
SG Lotterrie	-	34,686	(33,299)	-	1,387
SG Phoenix	-	10,000	-	-	10,000
	94,123	166,068	(179,306)	-	80,885
Unrestricted funds					
Designated - closedown fund	30,000	-	-	-	30,000
Designated activity funds	7,900	-	-	-	7,900
General funds	53,462	130,384	(67,555)	-	116,291
	91,362	130,384	(67,555)	-	154,191
Total funds	185,485	296,452	(246,861)	-	235,076

Restricted funds

Climate Action Fund

Funding from Quartet to enable coordinators to work with communities to put them at the centre of responding locally to climate change, building in engagement, creativity and sustainability.

Community Accountancy Service

Funds to provide a service to VCSE Organisations to support good financial practise and to review accounts.

Climate Action Fund (Big Lottery)

This is an Awards for All grant for 2020-21 to support the engagement with Climate Action Groups across the area, to deliver a series of training sessions for this emerging community action network.

Community Cohesion grant

Funds received from South Gloucestershire Council to support the community of Cheswick Village.

Community Development and Support

Funds to assist VCSE organisations with good organisational practice, membership of CVS South Gloucestershire .

Connections Officer

Funding for Community Development officer to connect VCSE organisations, to gender partnership working and collaboration.

Equalities SLA

A new three year Service Level Agreement from SGC which CVS manages on behalf of the SG Equalities Partnership.

Equalities Voice

Funding for a quarterly meeting between South Gloucestershire Council and representatives from Equalities organisations to discuss issues and priorities to promote equality in South Gloucestershire.

Quartet training

Funding to provide individual and bespoke training to VCSE organisations over two years.

South Gloucestershire Race Equality Network

Funding from South Gloucestershire Council for CVS to employ the Network's first part time Development Officer and to work with them to build their capacity to apply for future funding to support their work.

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2024

14 Movement in funds (continued)

Social Value fund

Funding initiated through the south Gloucestershire Council procurement process, by which local businesses donate funds to support local VCSE groups.

Volunteer Centres

South Gloucestershire Council 3 year grant to support the volunteer centres run in Thornbury, Kingswood, Yate & Patchway

Westport

Funding received for Recharge Up - to provide fitness classes for people isolated because of covid 10 and also visually impaired and blind people who need additional support and equipment to access classes. CVS is to manage the funding and support the newly formed group.

Whitfield Tabernacle

Funding from South Gloucestershire Council for CVS South Gloucestershire to support the development of a Trust to preserve the heritage of the site and support an initial business plan and to fundraise for future development work. At the end of the project, the remaining funds were transferred to General funds in recognition of costs borne by the charity, as permitted by the agreement.

SG Lotteries

CVS SG. Administer funds from the National Lottery Community Fund to support SGREN in becoming an independent CIO. CVS SG receive a fixed amount per year, over three years, to administer the grant.

SG Phoenix

Funding to support organizations in order to strategically invest in their growth and developments activities.

Designated funds

Designated activity funds

The trustees transferred funds for ongoing activities into a separate designated fund to ensure they were available for completing the projects in question.

Designated close down fund

Funds set aside to cover costs in the event that the charity must close down.

Prior year	At 1 April 2022 £	Income £	Expenditure £	Transfers £	At 31 March 2023 £
Restricted funds					
AWG Climate Action fund	-	20,000	(20,000)	-	-
Community Accountancy Service	-	1,511	(1,308)	-	203
Climate Action Fund (Big Lottery)	2,000	-	-	-	2,000
Community Cohesion grant	7,633	3,000	(8,846)	-	1,787
Community Development and Support	-	-	551	-	551
Connections Officer	-	32,714	(1,370)	-	31,344
Equalities SLA	-	48,000	(48,000)	-	-
Equalities Voice	-	26,250	(26,250)	-	-
Quartet training	-	7,500	(1,983)	-	5,517
SG Race Equality Network	14,224	58,346	(27,219)	-	45,351
Social Value	257	3,000	(257)	-	3,000
Volunteer Centres	-	28,000	(28,000)	-	-
Westport	-	5,893	(2,643)	-	3,250
Whitfield Tabernacle	-	11,200	(10,080)	-	1,120
	24,114	245,414	(175,405)	-	94,123
Unrestricted funds					
Designated - closedown fund	30,000	-	-	-	30,000
Designated activity funds	11,000	-	-	(3,100)	7,900
General funds	51,691	65,688	(67,017)	3,100	53,462
	92,691	65,688	(67,017)	-	91,362
Total funds	116,805	311,102	(242,422)	-	185,485

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2024

15 Analysis of net assets between funds

	Cash at Bank	Other	Total 2024
	£	Net assets	£
		£	
Restricted funds	80,885	-	80,885
Unrestricted funds			
Designated - closedown fund	30,000	-	30,000
Designated activity funds	7,900	-	7,900
General fund	120,312	(4,021)	116,291
	<u>239,097</u>	<u>(4,021)</u>	<u>235,076</u>

Prior year

	Cash at Bank	Other	Total 2023
	£	Net assets	£
		£	
Restricted funds	94,123	-	94,123
Unrestricted funds			
Designated - closedown fund	30,000	-	30,000
Designated activity funds	7,900	-	7,900
General fund	68,501	(15,039)	53,462
	<u>200,524</u>	<u>(15,039)</u>	<u>185,485</u>

16 Related party transactions

There were no transactions with related parties either during 2023 or 2024.

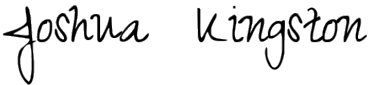
17 Company limited by guarantee

CVS South Gloucestershire is a company limited by guarantee and as such has no share capital. In the event of the company being wound up, the liability of the members is limited to £1 each.

Document Details

Title	Accounts for signature
File Name	CVS 2024 Financial Statements (ID 236648).pdf
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Accounts

CVS SOUTH GLOUCESTERSHIRE

FINANCIAL STATEMENTS

31 MARCH 2023

Company Registration Number: 04831569
Charity Number: 1099702

CVS SOUTH GLOUCESTERSHIRE

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YEAR ENDED 31 MARCH 2023

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CVS SOUTH GLOUCESTERSHIRE

REPORT OF THE TRUSTEES

YEAR ENDED 31 MARCH 2023

Report of the Trustees

Objects, vision and mission

The **Objects** of the Charity are:

- a) To promote any charitable purposes for the benefit of the community in the local government district of South Gloucestershire and its neighbourhood and, in particular, the advancement of education, the protection of health and the relief of poverty, distress and sickness.
- b) To promote and organise co-operation in the achievement of the above purposes and to that end to bring together council representatives of the voluntary organisations and statutory authorities within the area of benefit.

Our Vision is of an independent, thriving, diverse, innovative and resilient, local, voluntary, community and social enterprise sector providing high quality services in communities across the area and making a positive difference to peoples' lives.

Our **Mission** is to support, develop and represent voluntary, community, social enterprise (VCSE) and social action in South Gloucestershire.

Our **Values** drive and influence our work. *They are:*

Social justice	We embed and champion the role and value of the VCSE in making a difference and promoting lasting social, environmental and economic change.
Trust	We develop and deliver our services with partners in a way that supports the development of trust across and between sectors.
Responsive	We ensure that our services and those of our partners meet the needs of our service users and are delivered at times and in locations which are suitable.
Open	We actively seek feedback on the delivery of our services to help us to improve both our services and those provided by partners.
Networking	We will use the strength of the VCSE, to develop networks that promote equality and diversity, ensuring that our services meet the needs of, and are accessed by, the most diverse range of groups.
Good Governance	We ensure that our organisation models good governance in all that we deliver, and we continue to support good governance across the VCSE.

Ensuring our work delivers our constitutional aims

CVS South Gloucestershire's Trustees review the organisation's activities every year to consider how planned activities will contribute to the organisation's objects, vision, mission and public benefit as a charity.

CVS SOUTH GLOUCESTERSHIRE

REPORT OF THE TRUSTEES

YEAR ENDED 31 MARCH 2023

In 2022 we have remained firmly post-pandemic but with a growing and intractable problem in the cost-of-living crisis where energy and food as basic commodities, have risen steeply, causing financial hardship to an unprecedented number of citizens. This has of course been exacerbated by the War in Ukraine and the influx of refugees from that nation since early 2022. Therefore, the strategic aims of recover-reset and longer-term planning have been frustrated and yet the strategic co-production between the VCSE and the public sector that has continued to grow in South Gloucestershire, which is partly a reflection of the realisation that the benefits of partnership working between sectors outweighs the increased efforts required to do this effectively – one of the key lessons from 'Covid'. Two other key strategic areas of focus have remained at the front of our thinking – reducing inequalities and addressing the climate and nature crisis. One further factor that has significantly, and negatively, impacted the work of CVS and many other organisations, is the ability to recruit and retain staff and volunteers. The work of CVS South Gloucestershire in 2022-23 followed four priorities agreed by our Trustees for 2022-23:

- 1 Help to develop a **thriving VCSE** – attracting investment in the local VCSE and a greater influence of our sector on public policy.
- 2 Tackling **inequalities and responding to the climate and nature crisis** – bringing funding to projects addressing these challenges and developing collaborative working between sectors to the same end.
- 3 Developing the **voice and influence of the VCSE** - via strategic coproduction with the public sector bringing a broader range of voices into this arena.
- 4 Developing the **reputation and brand of CVS South Gloucestershire** in that our services are known about and valued.

The CVS Team

Staff – up to six staff were employed during 2022-23:

Chief Executive Officer	0.6 FTE
Finance Officer	0.2 FTE
Business Support Officer	0.6 FTE (left October 2022)
Development Officer	0.6 FTE (left November 2022)
SGREN	0.8 FTE (w.e.f. November 2022)
SGREN Admin. Officer support	0.1 FTE (w.e.f September 2022)

Board Members

Peter Steel, Deborah Gee, Mark Crutchley, Jamie Gill, Berkeley Wilde, Julie Hughes, Amanda Robbins and Sue Parsons.

CVS SOUTH GLOUCESTERSHIRE

REPORT OF THE TRUSTEES

YEAR ENDED 31 MARCH 2023

CVS Associates

CVS South Gloucestershire operates an Associates Model to accompany our delivery of VCSE sector support, using Associates to deliver services that are beyond the capacity covered by our Service Level Agreement with South Gloucestershire Council (SGC) and/or for services requiring specialist skillsets not covered adequately in our staff team. Our small pool of Associates has been busy this year and we continue to support this model in order to broaden our scope in helping as many VCSE organisations as we can, with charged-for services covered by those with the ability to pay. We continue to seek to understand the needs of the sector and to attract investment for our services whilst not competing with our members, enabling us to broaden and enhance our support offer for VCSE organisations in our area.

1. Help to develop a thriving VCSE – attracting investment in the local CSE and a greater influence of our sector on public policy

The start of the year 2022-23 saw the Russian invasion of Ukraine whilst the Covid pandemic continued with the World Health Organization not ending the global emergency status for COVID-19 until early 2023, more than three years after it was declared. Short-term investment in the VCSE had been seen in this period but a return to longer-term funding streams is still not complete and public donations to good causes have reduced.

Under Keep it Local, an approach formerly adopted by South Glos Council and increasingly influential with other elements of the local public sector, new investment into the VCSE was brought forward in 2022 despite an emergency UK Government budget and fears of severe public funding cuts as a result. As part of our strategic co-production, the VCSE is now playing a key role on the small working groups developing plans for implementing an additional £500,000 of funding in four areas of: (i) welfare and debt advice (ii) children and families (iii) community buildings/energy costs (iv) VCSE small grants. The process is making a meaningful contribution to the development of a 'thriving VCSE' in our area.

CVS successfully worked alongside South Gloucestershire Race Equality Network (SGREN) in winning three-year funding from the National Lottery Community Fund to employ a Development Officer and support the expansion of the group and its membership.

CVS worked in partnership with South Gloucestershire Council and Southern Brooks in developing an environmental project that is designed to bring new people and groups to take climate and nature actions in their local areas. With an already flourishing network of groups in South Glos. the project seeks to find and engage those from communities, of identity and place, who are underrepresented in these groups. We attracted two-year funding from the Quartet Community Foundation, for this work.

As public sector resources continue to be constrained, working in a collaborative way across sectors to help to ensure the continued provision of services that are needed and maximizing the wellbeing of the people and communities of South Gloucestershire becomes increasingly important as an area of work for CVS. Ensuring that the VCSE infrastructure is sufficiently resourced in supporting the Leaders Board and the wider VCSE to influence and participate in service-shaping and delivery.

CVS SOUTH GLOUCESTERSHIRE

REPORT OF THE TRUSTEES

YEAR ENDED 31 MARCH 2023

The new Integrated Care Board for Bristol, North Somerset and South Gloucestershire (BNSSG) and its six Locality Partnership have also expressed a renewed interest in working with and investing in the local VCSE and it is hoped that a focus on prevention will result in money coming into the VCSE sector in order to reduce the escalating costs of ill-health on the statutory and private sectors.

2. **Tackling inequalities and responding to the climate and nature crisis** – bringing funding to projects addressing these challenges and developing collaborative working between sectors to the same end.

South Gloucestershire Equalities Voice network receives funding from South Gloucestershire Council via CVS and has continued to thrive this year. We have established a forum with the support of Dan Wood, South Glos. Council's Equalities lead, where the Equalities Voice network now reviews SGC managers' plans, performance reports and strategies for their areas of responsibility. Much in-line with the Keep It Local ethos, the sessions are constructive and collaborative in nature and SGC managers have consistently fed-back that they are highly relevant and useful inputs to their work. The partners receive remuneration for their pre-reading, follow-up work and discussions at the meetings – a big step forward in co-design that embodies the spirit of partnership and practically addresses the intractable issue of reducing inequalities.

As part of CVS's commitment to help develop equalities groups and networks in South Gloucestershire, we have supported a staff member for the Disability Equality Network (SG-DEN) CVS completed a transfer of employment (TUPE) of the member of staff to a SG-DEN network member last year and their work has progressed seamlessly.

CVS has now supported the South Gloucestershire Race Equality Network (SGREN) for many years managing its annual grant from SGC and the employment of a part-time staff member. However, recruiting a development worker on such a limited budget had always proved challenging so CVS identified a route to access funding from the National Lottery Community Fund. We worked with SGREN Committee members and had some great support from TNLCF's local officer. We were subsequently delighted to succeed in attracting funding for a 0.8 FTE Development Officer to work alongside a new SGREN Admin Officer, on developing the network's membership and partnerships, a new website and making better use of social media channels to promote SGREN and its events – of which many are either already happening or in the planning stage. This looks like being the leap forward that SGREN needed at a time when awareness and interest in this sort of network is at a high point.

CVS has been a close partner of SGC in supporting and developing a network of groups to take climate and nature action, attracting a small Lottery grant for this purpose and working on developing a bid for on-the-ground development workers for new climate and nature groups and their actions and plans. Due to staffing issues CVS has not been able to take on the project development worker as envisaged, but we were successful in our bid to the Quartet Community Foundation and transferred the funds received to Southern Brooks to employ the staff member and manage the grant. We hope that this work will continue to develop, and CVS will still be involved but only as part of the project steering group.

CVS SOUTH GLOUCESTERSHIRE

REPORT OF THE TRUSTEES

YEAR ENDED 31 MARCH 2023

3. Developing the **voice and influence of the VCSE** - via strategic coproduction with the public sector bringing a broader range of voices into this arena.

CVS convenes the Voluntary Community and Social Enterprise Sector (VCSE) Leaders' Board for South Gloucestershire bringing together leaders from significant charitable organisations that either operate in or are based in South Glos. Leaders Board now meets regularly with SGC's leadership team to update each other on our current situations and in working together towards shared aims and developing aligned actions. New investment has been provided by SGC to facilitate strategic coproduction at the various forums and partnerships where Leaders Board has selected candidates best placed to provide the expertise and make a contribution to the time Leaders Board members dedicate to this work. The SGC funding has been added to by the South Glos. Health Locality Partnership. We now therefore have range of VCSE leaders contributing to policy and service development at a strategic level, bringing greater VCSE influence and a wider range of voices.

The new health system of and Integrated Care Board for Bristol, North Somerset and South Gloucestershire (BNSSG) has six localities, three in Bristol, two in North Somerset and a single Locality Partnership for South Gloucestershire. Each has a lead locality provider from the VCSE which receives funding to deliver this role with Southern Brooks being the chosen organisation in South Glos.

In addition to the strategic co-production funding, CVS has also been funded by SGC on a non-recurring basis to employ a fundraising/investment officer to support VCSE groups to develop their income including by grant bids and service contracts as well as fundraising and collaborating for greater impact. Southern Brooks has received funding from the Locality Partnership to develop networks around the opportunities coming out of the health system and it remains essential that CVS works with Southern Brooks and Leaders Board in the 'support, develop and represent' aims of CVS as we are an infrastructure body that is very small in size due both to historical funding arrangements, and a VCSE sector which is also still quite small in South Gloucestershire (now an area comprising nearly 300,000 people). CVS seeks to avoid competing in any way with the sector it supports and is therefore reliant on a few charitable funders who are willing to support an umbrella/infrastructure body.

CVS and Southern Brooks along with our Locality Partnership colleagues attend the ICP (a partnership responsible for advising on the ICB strategy) and Locality Partnership. A VCSE Alliance is being develop for the BNSSG area, in common with most other ICS health systems and it is important that the voice and organisations of the South Glos. VCSE remain strong despite the stronger presence of the Bristol-focussed and regional organisations and the gravitational pull of the city on plans and resources.

4. Developing the reputation and brand of CVS South Gloucestershire

CVS participates in the following strategic and operational groups, developing the role of the VCSE in linking and collaborating with the public sector:

1. South Gloucestershire's Local Strategic Partnership (LSP) – CVS's CEO is currently Vice Chair of the partnership and also attends Chief Officers sub-group.
2. Safer and Stronger Communities Partnership (S&SC) CVS's CEO is Vice-Chair of this statutory partnership and attends an Officers sub-group.
3. Safeguarding Adults Board South Glos.

CVS SOUTH GLOUCESTERSHIRE

REPORT OF THE TRUSTEES

YEAR ENDED 31 MARCH 2023

4. South Gloucestershire Keep It Local steering group.
5. Social Value Board for South Glos. (seeking social value through SGC contracts).
6. SGC Inequalities Strategy groups (strategic & operational groups from 2021)
7. Health & Wellbeing Board for South Glos. (a joint non-voting role shared with Southern Brooks)
8. West of England Civil Society Partnership (an informal partnership of infrastructure organisations covering Bristol, North Somerset, Bath and North-East Somerset and South Glos.)
9. Compact Implementation Group for South Gloucestershire – the document that describes the ideal relationship between the VCSE and the public sector.
10. Community Cohesion Steering group – CVS Development Officer a member from 2021 and delivering a project on behalf of SGC in Cheswick village.
11. South Gloucestershire Climate Action Community Groups – co-led by CVS with SGC Officers (funded by National Lottery Awards for All in 2021-22)

CVS Membership - CVS South Gloucestershire is a membership-based organisation where voluntary, community and social enterprise organisations based in and/or delivering services in South Gloucestershire, are eligible to be full members; individuals and statutory organisations (e.g., town and parish councils) are eligible to join as associate members. Membership fees are graduated according to the income level of the organisation. Membership standards are a part of being accepted as a full member, either fully-met or working-towards and have been adapted to suit a mainly online process now. Member organisations without an external quality award benefit from this recognition, can use it in tendering for contracts and it may also be useful when they're bidding for grant funding from some Trusts and wider public bodies.

Once a membership assessment is done, organisations receive a report and when they've met the standards, they're eligible for entry on the VCSE Directory (or Membership Showcase), which is available on the CVS-SG Website. This directory, as it says, showcases the work of CVS members across South Gloucestershire and is an important tool to maintain recognition of the value that our local sector brings. CVS aims to increase its membership as a sign of legitimacy and demonstrate its value to the VCSE and funders.

Members as of March 2022 = 48

Members as of March 2023 = 48

VCSE Survey

CVS has not undertaken its large-scale and comprehensive annual survey of the VCSE sector in South Gloucestershire since 2019 due to the Covid pandemic and the situation with funding and staffing levels at CVS and the reluctance to add to the huge volume of surveys that were going out to VCSE organisations from many sources. CVS had been sending out short, focussed surveys on particular thematic areas to get a snapshot on certain issues. We know the value of information, data, connections and evidencing the outcomes and impact of the sector is even more important in economically tough times and so we will conduct as abroad a survey as possible in 2023 and evolve our approaches to obtain up-to-date, good quality and meaningful information on the sector in South Gloucestershire and how we can share it appropriately and safely with our partners. We will continue to work with partners, particularly public sector (e.g., Council, health and West of England Combined Authority) to develop insights and also foresight in terms of upcoming opportunities and challenges and help the sector to prepare for them.

CVS SOUTH GLOUCESTERSHIRE

REPORT OF THE TRUSTEES

YEAR ENDED 31 MARCH 2023

Financial Review of 2022-23

Funding

This financial year CVS South Gloucestershire has posted a surplus of £68,680 (2022: £14,716). South Gloucestershire Council continues its Service Level Agreements (SLA) with us. This grant funds some of our work and we continued to manage funding on behalf of the four Volunteer Centres, three of which (Yate, Kingswood and Patchway and the Stokes) are run by Southern Brooks and an independent centre operates in Thornbury, under one SLA. The South Gloucestershire Equalities Voice partnership of Diversity Trust, Age-UK South Gloucestershire, Over-50's Forum, S. Glos. Disability Equality Network, S. Glos. Race Equality Network and Southern Brooks under a separate SLA.

We have continued to offer charged-for services, primarily through our small group of Associates. This brings extra capacity to CVS and communicating clearly how this service fits with CVS's basic support to the sector, and its membership offer, continues to be important. We have continued to work in partnership with Diversity Trust, Thornbury Volunteer Centre, and Southern Brooks Community Partnerships, SGREN, SGDEN, the West of England Rural Network (WERN) and The Care Forum (TCF) both through the West of England Civil Society Partnership (now just an informal network, not a legally registered organisation).

We were successful in generating income to boost our resources to deliver support for local VCSE organisations and see this as a necessity but also a potential area of growth in the future, whilst our core service must be recognised and paid-for through core funding, supplemented by membership fees, paid-for advertising and paid-for support services.

Reserves Policy

In line with guidance issued by the Charity Commission, the trustees have reviewed the charity's need for reserves. The charity requires unrestricted reserves approximately equal to around three months running costs, equating to around £23,300. The Trustees believe that this represents a minimum level of reserves necessary to ensure the effective and efficient operation of the charity for the benefit of its clients. The charity has unrestricted funds of £91,217 of which £37,900 has been designated to ensure that the charity has the funds to cover redundancy and wind-up costs. The excess of unrestricted funds of £30,017 have been allocated to safeguard against future income generating shortfalls and towards the exploration of new future business opportunities.

Structure, Governance and Management

Governing document

CVS South Gloucestershire incorporated on 14th July 2003 as a private company limited by guarantee. The company became a registered charity on 26th September 2003.

The company is governed by the Memorandum and Articles of Association dated 13 May 2003, updated on 19th November 2008 and amended on 15th September 2010 and 6th July 2011. In accordance with section 28 of the Companies Act 2006, the Memorandum of Association is deemed part of the Articles of Association with from 15th September 2010.

CVS SOUTH GLOUCESTERSHIRE

REPORT OF THE TRUSTEES

YEAR ENDED 31 MARCH 2023

In the event of the company being wound up, members are required to contribute an amount not exceeding £1 towards the cost of dissolution and the liabilities incurred by the charity when the contributor was a member.

Recruitment & appointment of the Board of Trustees

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles, are known as members of the Board of Trustees. Under the requirements of the Articles of Association, one third of the members of the Management Committee must resign at each AGM, the longest in office retiring first. A retiring trustee may be re-elected at the same Annual General Meeting.

CVS South Gloucestershire works to provide development, support and representation to the voluntary, community and social enterprise sector (VCSE) in South Gloucestershire and its membership is drawn from these groups who are either based in or providing services to communities in South Gloucestershire.

CVS South Gloucestershire is governed by a Board of Trustees who are elected by the members of the organisation. We look for members with business acumen and experience of management, alongside knowledge of our work with voluntary organisations, community groups and social enterprises and strategic work with public and private sector partners. Individuals, with appropriate skills to enhance the Board of Trustees and development of the charitable company may also be approached or offer themselves for election or co-option to the Board of Trustees.

The full Board of Trustees meets at least four times a year, one meeting to review strategic plan and agree future priorities with some business undertaken by electronic means.

Trustee induction & training

Trustee induction consists of an introduction to the organisation and its activities and projects and includes details of their duties and responsibilities as Trustees. All Trustees are encouraged to attend appropriate training to facilitate their undertaking of the role.

Risk Management

Trustees regularly log major strategic, business, financial and operational risks, which the charity faces and have established procedures to manage organisational risks to ensure compliance with best practice and legislation; and to cover the delivery of projects.

A new approach to risk management was set up and a sub-group of Chair CEO and a Trustee experienced in risk management was established to take this forward.

Public Benefit Statement

In preparing this report the Board of Trustees has complied with the duty under Section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission in relation to meeting the public benefit requirement.

CVS SOUTH GLOUCESTERSHIRE

REPORT OF THE TRUSTEES

YEAR ENDED 31 MARCH 2023

Statement of Trustees' responsibilities

The trustees (who are also directors of CVS South Gloucestershire for the purposes of company law) are responsible for preparing the Trustees' Report (incorporating the directors' report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Accepted Accounting Practice).

Company law requires the trustees 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 income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

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

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

This report was approved by the trustees on.....and signed on their behalf by:

.....

P Steel
Chair of Trustees

CVS SOUTH GLOUCESTERSHIRE

REFERENCE AND ADMIN INFORMATION

YEAR ENDED 31 MARCH 2023

Charity Name CVS South Gloucestershire
Charity Registration No: 1099702
Company Registration No: 04831569

The Board of Trustees

Name	Nominating Member Organisation		Position	Status
Peter Steel	Age UK		Chair From December 2015	Re-elected September 2019
Deborah Gee	Creative Youth Network		Trustee Treasurer	Re-elected December 2022
Mark Crutchley	Circadian Trust		Trustee	Re-elected September 2020
Jamie Gill	1625 Independent People		Trustee	Re-elected September 2020
Berkeley Wilde	The Diversity Trust		Trustee	Elected September 2017
Julie Hughes	Developing Health and Independence		Trustee	Elected December 2021
Amanda Robbins	Bromford Housing		Trustee	Elected 2019
Sue Parsons	Winterbourne Medieval Barn		Trustee	Re-elected December 2022

CVS SOUTH GLOUCESTERSHIRE

REFERENCE AND ADMIN INFORMATION

YEAR ENDED 31 MARCH 2023

Chief Executive Officer

Steve Curry

Registered office

Yate Library,
West Walk
Yate Shopping Centre
BS37 4AX

Independent Examiner

Joshua Kingston, BSc, ACA
Burton Sweet Limited
Chartered Accountants
The Clock Tower
5 Farleigh Court
Old Weston Road
Flax Bourton
Bristol. BS48 1UR

Bankers

Lloyds TSB plc
Westbury-On-Trym branch
15 High Street
Bristol

CVS SOUTH GLOUCESTERSHIRE

REPORT OF THE INDEPENDENT EXAMINER

YEAR ENDED 31 MARCH 2023

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

Responsibilities and basis of report

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

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

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

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

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

Joshua Kingston, BSc., ACA
Burton Sweet Limited
The Clock Tower
5 Farleigh Court
Old Weston Road
Flax Bourton
Bristol BS48 1UR

Date:.....

CVS SOUTH GLOUCESTERSHIRE

STATEMENT OF FINANCIAL ACTIVITIES (Including Income & Expenditure Account)

YEAR ENDED 31 MARCH 2023

		Unrestricted Funds	Restricted Funds	Total funds 2023	Total funds 2022
	Note	£	£	£	£
Income from:					
Donations and legacies	2	4,700	3,000	7,700	6,905
Charitable activities	3	60,273	242,414	302,687	252,589
Investment income		715	-	715	18
Total income		<u>65,688</u>	<u>245,414</u>	<u>311,102</u>	<u>259,512</u>
Expenditure on:					
Charitable activities	4	67,162	175,260	242,422	244,796
Total expenditure	7	<u>67,162</u>	<u>175,260</u>	<u>242,422</u>	<u>244,796</u>
Net movement in funds		(1,474)	70,154	68,680	14,716
Total funds at 1 April	14	92,691	24,114	116,805	102,089
Total funds at 31 March	14	<u>91,217</u>	<u>94,268</u>	<u>185,485</u>	<u>116,805</u>

The Charity has no recognised gains or losses other than the results for the year as set out above.
All of the activities of the Charity are classed as continuing.

See note 10 for fund comparatives

The notes on pages 15 to 24 form part of these financial statements

CVS SOUTH GLOUCESTERSHIRE**BALANCE SHEET****AT 31 MARCH 2023**

Company number: 04831569

	Note	2023 £	2022 £
Current assets			
Debtors	12	933	4,456
Cash at bank		<u>200,524</u>	<u>142,529</u>
		201,457	146,985
Creditors: Amounts falling due within one year	13	<u>(15,972)</u>	<u>(30,180)</u>
Net assets		<u><u>185,485</u></u>	<u><u>116,805</u></u>
Funds			
Restricted funds	15	94,268	24,114
Unrestricted funds	15		
<i>Designated funds</i>		37,900	41,000
<i>General funds</i>		<u>53,317</u>	<u>51,691</u>
		<u><u>185,485</u></u>	<u><u>116,805</u></u>

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.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

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 companies subject to the small companies' regime.

These accounts were approved by the Board on.....and signed on their behalf by:

.....

P Steel

Chair of Trustees

The notes on pages 15 to 24 form part of these financial statements

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

1 Accounting policies

1.1 Basis of preparation

The financial statements have been prepared in accordance with the historical cost convention (except for investments which have been included at fair value and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 (*or Companies Act 2006*) and UK Generally Accepted Practice as it applies from 1 January 2019.

The trustees know of no reason why the charity might not continue as a going concern, therefore the accounts have been prepared on this basis.

1.2 Income

All income becoming available to the Charity in the year is recognised in the Statement of Financial Activities (SOFA) when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Income is deferred only when the Charity has to fulfil conditions before becoming entitled to it and where the donor has specified that the income is to be expended in a future period.

Donations and legacies includes income generated from gifts, donations, legacies and grants and is included in full in the SOFA when receivable. Grants where entitlement is not conditional on the delivery of specific performance by the Charity are recognised when the Charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the Charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

Grants receivable are accounted for on a receivable basis and allocated to the appropriate fund.

1.3 Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. The charity is not registered for VAT. Expenditure includes all VAT which cannot be recovered, and is reported as part of the expenditure to which it relates.

Expenditure on charitable activities comprises those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries. CVS South Gloucestershire advocates on behalf of the sector through our strategic work. We provide free information and charge (at low cost) for services primarily provided to the voluntary community and social enterprise (ICSE) organisations. Where possible we grant fundraise for the provision of support to groups in crisis. It includes both costs that can be allocated directly to this activity and those costs of an indirect nature necessary to support them.

Support costs include the costs of staff for the general support activity of the office. They have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. staff costs by time spent.

Governance costs are included within charitable activities and include all those costs associated with meeting the constitutional and statutory requirements of the Charity and include the independent examination fees and costs linked to the strategic management of the Charity.

1.4 Pension costs and other post-retirement benefits

The charity operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the charity and are independently administered. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

1.5 Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any discounts due.

1.6 Cash and cash equivalents

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.7 Tangible fixed assets and depreciation

Tangible fixed assets costing more than £500 other than freehold land are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Computer equipment	33% straight line
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1.8 Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any discounts due.

1.9 Cash and cash equivalents

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

1 Accounting policies (continued)

1.10 Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any discounts due.

1.11 Funds

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with the specific restrictions imposed by donors which have been raised by the Charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Designated funds form part of unrestricted funds and have been identified as being for particular purposes by the Trustees. They are not restricted and can be transferred to general funds at any time at the discretion of the Trustees.

2 Donations and legacies

Current year	Unrestricted funds £	Restricted funds £	Total funds 2023 £
Donations	-	3,000	3,000
Membership	4,700	-	4,700
	<u>4,700</u>	<u>3,000</u>	<u>7,700</u>
Prior year	Unrestricted funds £	Restricted funds £	Total funds 2022 £
Donations	25	3,000	3,025
Membership	3,880	-	3,880
	<u>3,905</u>	<u>3,000</u>	<u>6,905</u>

3 Income from Charitable activities

	Unrestricted funds £	Restricted funds £	Total funds 2023 £
Representation and strategic development	48,970	20,000	68,970
Developing skills and capacity			
SG Race Equality Network	-	54,596	54,596
Information Services	5,303	-	5,303
Connections	-	32,714	32,714
Training and support	-	7,500	7,500
Partners' funding - Government grants			
Equalities SLA	-	78,000	78,000
Volunteer centres funding	-	28,000	28,000
Consulting	6,000	15,711	21,711
Mutual Aid Groups	-	5,893	5,893
	<u>60,273</u>	<u>242,414</u>	<u>302,687</u>

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

3 Income from Charitable activities (continued)

Prior year

	Unrestricted funds	Restricted funds	Total funds 2022
	£	£	£
Representation and strategic development	55,500	7,000	62,500
Developing skills and capacity			
SG Race Equality Network	-	12,000	12,000
SG Disability Equality Network	-	14,604	14,604
Information Services	6,236	-	6,236
Partners' funding - Government grants			
Equalities SLA	-	78,000	78,000
Volunteer centres funding	-	28,000	28,000
Consulting	11,287	38,635	49,922
Mutual Aid Groups	838	350	1,188
COVID Assistance	-	139	139
	73,861	178,728	252,589

4 Expenditure on Charitable activities

	Grants payable (note 5)	Direct costs	Support costs (note 6)	Total 2023
	£	£	£	£
Representation and strategic development	20,000	108	60,092	80,200
Developing skills and capacity				
SG Race Equality Network	(3,750)	13,698	13,520	23,468
Connections	-	1,370	-	1,370
Training and support	-	933	1,050	1,983
Membership	-	-	1,303	1,303
Information Services	-	157	-	157
Partners' funding				
Equalities SLA	78,000	-	-	78,000
Volunteer centres funding	28,000	-	-	28,000
Consulting	-	14,220	11,774	25,994
Mutual Aid Groups	-	2,092	(145)	1,947
	122,250	32,578	87,594	242,422

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

4 Expenditure on Charitable activities (continued)

Prior year

	Grants payable (note 5) £	Direct costs £	Support costs (note 6) £	Total 2022 £
Representation and strategic development	-	6,918	54,129	61,047
Developing skills and capacity				
SG Race Equality Network	-	1,173	1,667	2,840
SG Disability Equality Network	-	1,064	14,210	15,274
Membership	-	150	3,496	3,646
Information Services	-	87	-	87
Partners' funding				
Equalities SLA	74,250	-	-	74,250
Volunteer centres funding	28,000	-	-	28,000
Consulting	-	32,543	14,422	46,965
Mutual Aid Groups	-	134	8,803	8,937
Equalities	-	-	3,750	3,750
	<u>102,250</u>	<u>42,069</u>	<u>100,477</u>	<u>244,796</u>

5 Grants payable

	2023 £	2022 £
Volunteer Centres		
Southern Brooks Community Partnerships:		
Patchway, Yate Volunteering, Kingswood Volunteering, Filton & Stokes Volunteer Centre	21,000	21,000
Other grants (Quartet)	20,000	-
Volunteer Centre Thornbury - SGC 3 year grant	7,000	7,000
	<u>48,000</u>	<u>28,000</u>
Equalities Partnership		
Southern Brooks Community Partnerships for Community Cohesion	15,750	15,750
AGE UK South Gloucestershire	12,117	7,383
Over 50's Forum	7,383	12,117
SARI	3,750	3,750
South Gloucestershire Disability Equality Network	15,750	15,750
South Gloucestershire Racial Equality Network	3,750	3,750
The Diversity Trust	15,750	15,750
	<u>74,250</u>	<u>74,250</u>
Total grants payable to organisations	<u>122,250</u>	<u>102,250</u>

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

6 Support costs

	Premises costs £	Payroll & staff costs £	Total 2023 £
Representation and strategic development	33,520	26,572	60,092
Developing skills and capacity			
SG Race Equality Network	-	13,520	13,520
Training and support	-	1,050	1,050
Membership	-	1,303	1,303
Partners' funding			
Consulting	-	11,774	11,774
Mutual Aid Groups	-	(145)	(145)
	<u>33,520</u>	<u>54,074</u>	<u>87,594</u>

Support costs are allocated to activities based on usage of individual resources.

Prior year	Office costs £	Premises costs £	Payroll & staff costs £	Total 2022 £
Representation and strategic development	4,054	24,496	25,579	54,129
Developing skills and capacity				
SG Race Equality Network	-	-	1,667	1,667
SG Disability Equality Network	-	-	14,210	14,210
Membership	69	150	3,277	3,496
Partners' funding				
Consulting	630	1,368	12,424	14,422
Mutual Aid Groups	314	682	7,807	8,803
Equalities	-	-	3,750	3,750
	<u>5,067</u>	<u>26,696</u>	<u>68,714</u>	<u>100,477</u>

7 Net income for the year

This is stated after charging:

	2023 £	2022 £
Independent examiner's fees		
Independent examination	1,016	940
Accountancy	<u>1,840</u>	<u>1,700</u>

None of the Trustees (or any persons connected with them) received any remuneration, benefits or expenses from the Charity for their work as Trustees (2022- £nil).

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

8 Staff costs and numbers

The aggregate payroll costs were:

	2023	2022
	£	£
Wages and salaries	69,314	77,945
Social security costs	4,684	4,452
Pension contributions	2,936	3,205
	<u>76,934</u>	<u>85,602</u>

The number of employees whose emoluments as defined for taxation purposes amounted to over £60,000 in the year was nil (2022 - nil).

The senior management team includes the posts of Chief Officer and Finance Officer.

The aggregate payroll costs for the senior management team were:

	2023	2022
	£	£
Wages and salaries	33,582	32,192
Social security costs	2,446	2,257
Pension contributions	2,015	1,932
	<u>38,043</u>	<u>36,381</u>

The average weekly number of employees during the year, calculated on the basis of head count:

	2023	2022
	No.	No.
Management, administration and support	6	6
	<u>6</u>	<u>6</u>

9 Taxation

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

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

10 Fund Comparatives for the Statement of Financial Activities

	Unrestricted Funds £	Restricted Funds £	Total funds 2022 £
Income from:			
Donations and legacies	3,905	3,000	6,905
Charitable activities	73,861	178,728	252,589
Investment income	18	-	18
Total income	77,784	181,728	259,512
Expenditure on:			
Charitable activities:	69,907	174,889	244,796
Total expenditure	69,907	174,889	244,796
Net income/(expenditure) and net movement in funds	7,877	6,839	14,716
Gross transfers between funds	(1,500)	1,500	-
Net movement in funds	6,377	8,339	14,716
Total funds at 1 April	86,314	15,775	102,089
Total funds at 31 March	92,691	24,114	116,805

11 Tangible fixed assets

	Computer equipment £	Total £
Cost		
At 1 April 2022 and 31 March 2023	3,218	3,218
Depreciation		
At 1 April 2022 and 31 March 2023	3,218	3,218
Net book value		
At 31 March 2022 and 31 March 2023	-	-

12 Debtors

	2023 £	2022 £
Trade Debtors	933	4,456

13 Creditors: amounts falling due within one year

	2023 £	2022 £
Trade creditors	8,128	4,484
Taxes and social security costs	789	1,579
Accruals	7,055	24,117
	15,972	30,180

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

14 Movement in funds

	At 1 April 2022 £	Income £	Expenditure £	Transfers £	At 31 March 2023 £
Restricted funds					
AWG Climate Action fund	-	20,000	(20,000)	-	-
Community Accountancy Service	-	1,511	(1,308)	-	203
Climate Action Fund (Big Lottery)	2,000	-	-	-	2,000
Community Cohesion grant	7,633	3,000	(8,846)	-	1,787
Community Development and Support	-	-	696	-	696
Connections Officer	-	32,714	(1,370)	-	31,344
Equalities SLA	-	48,000	(48,000)	-	-
Equalities Voice	-	30,000	(30,000)	-	-
Quartet training	-	7,500	(1,983)	-	5,517
SG Race Equality Network	14,224	54,596	(23,469)	-	45,351
Social Value	257	3,000	(257)	-	3,000
Volunteer Centres	-	28,000	(28,000)	-	-
Westport	-	5,893	(2,643)	-	3,250
Whitfield Tabernacle	-	11,200	(10,080)	-	1,120
	<u>24,114</u>	<u>245,414</u>	<u>(175,260)</u>	<u>-</u>	<u>94,268</u>
Unrestricted funds					
Designated - closedown fund	30,000	-	-	-	30,000
Designated activity funds	11,000	-	-	(3,100)	7,900
General funds	51,691	65,688	(67,162)	3,100	53,317
	<u>92,691</u>	<u>65,688</u>	<u>(67,162)</u>	<u>-</u>	<u>91,217</u>
Total funds	<u>116,805</u>	<u>311,102</u>	<u>(242,422)</u>	<u>-</u>	<u>185,485</u>

Restricted funds

AWG Management Committee

Funding time for us to provide more in-depth support for Management Committees in South Gloucestershire.

Community Accountancy Service

Funds to provide a service to VCSE Organisations to support good financial practise and to review accounts.

Climate Action Fund (Big Lottery)

This is an Awards for All grant for 2020-21 to support the engagement with Climate Action Groups across the area, to deliver a series of training sessions for this emerging community action network.

Community Cohesion grant

Funds received fom South Gloucestershire Council to support the community of Cheswick Village.

Community Development and Support

Funds to assist VCSE organisations with good organisational practice, membership of CVS South Gloucestershire .

Connections Officer

Funding for Community Development officer to connect VCSE organisations, to gender partnership working and collaboration.

Equalities SLA

A new three year Service Level Agreement from SGC which CVS manages on behalf of the SG Equalities Partnership.

Equalities Voice

Funding for a quarterly meeting between South Gloucestershire Council and representatives from Equalities organisations to discuss issues and priorities to promote equality in South Gloucestershire.

Quartet training

Funding to provide individual and bespoke training to VCSE organisations over two years.

South Gloucestershire Race Equality Network

Funding from South Gloucestershire Council for CVS to employ the Network's first part time Development Officer and to work with them to build their capacity to apply for future funding to support their work.

Social Value fund

Funding initiated through the south Gloucestershire Council procurement process, by which local businesses donate funds to support local VCSE groups.

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

14 Movement in funds (continued)

Volunteer Centres

South Gloucestershire Council 3 year grant to support the volunteer centres run in Thornbury, Kingswood, Yate & Patchway

Whitfield Tabernacle

Funding from South Gloucestershire Council for CVS South Gloucestershire to support the development of a Trust to preserve the heritage of the site and support an initial business plan and to fundraise for future development work. At the end of the project, the remaining funds were transferred to General funds in recognition of costs borne by the charity, as permitted by the agreement.

SG Disability Equality Network

Providing support to the Network by employing their first member of staff, and seconding them to the Network.

South Gloucestershire Council 3 year grant

Investment from SGC which funds some of CVS Strategic Work, Information Services and work to support the Compact. The agreement includes core funding for the Volunteer Centres and delivery partners are: Thornbury Volunteer Centre, Yate Volunteer Centre, Southern Brooks Community Partnerships (Patchway, Filton and the Stokes Volunteer Centre) and

Quartet Covid 19 Grant

Coronavirus Response Fund - funding to deliver support in partnership with Southern Brooks, to South Gloucestershire Mutual Aid Groups, vulnerable citizens, community organisations and volunteers.

Designated funds

Designated activity funds

The trustees transferred funds for ongoing activities into a separate designated fund to ensure they were available for completing the projects in question.

Designated close down fund

Funds set aside to cover costs in the event that the charity must close down.

Prior year

	At 1 April 2021 £	Income £	Expenditure £	Transfers £	At 31 March 2022 £
Restricted funds					
AWG Climate Action fund	-	1,500	(1,500)	-	-
Community Accountancy Service	535	9,093	(9,628)	-	-
Climate Action Fund (Big Lottery)	5,700	-	(3,700)	-	2,000
Community Cohesion grant	-	22,142	(14,509)	-	7,633
Community Development and Support	5,821	350	(7,671)	1,500	-
Equalities SLA	-	48,000	(48,000)	-	-
Equalities Voice	-	30,000	(30,000)	-	-
Quartet Grant re Covid	287	139	(426)	-	-
SG Disability Equality Network	670	14,604	(15,274)	-	-
SG Race Equality Network	2,065	15,000	(2,841)	-	14,224
Social Value	697	-	(440)	-	257
Volunteer Centres	-	28,000	(28,000)	-	-
Volunteer Partnership	-	5,500	(5,500)	-	-
Whitfield Tabernacle	-	7,400	(7,400)	-	-
	15,775	181,728	(174,889)	1,500	24,114
Unrestricted funds					
Designated - closedown fund	30,000	-	-	-	30,000
Designated activity funds	10,310	-	-	690	11,000
General funds	46,004	77,784	(69,907)	(2,190)	51,691
	86,314	77,784	(69,907)	(1,500)	92,691
Total funds	102,089	259,512	(244,796)	-	116,805

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

15 Analysis of net assets between funds

	Cash at Bank	Other	Total 2023
	£	Net assets	£
		£	
Restricted funds	94,268	-	94,268
Unrestricted funds			
Designated - closedown fund	30,000	-	30,000
Designated activity funds	7,900	-	7,900
General fund	68,356	(15,039)	53,317
	<u>200,524</u>	<u>(15,039)</u>	<u>185,485</u>

Prior year

	Cash at Bank	Other	Total 2022
	£	Net assets	£
		£	
Restricted funds	24,114	-	24,114
Unrestricted funds			
Designated - closedown fund	30,000	-	30,000
Designated activity funds	11,000	-	11,000
General fund	77,415	(25,724)	51,691
	<u>142,529</u>	<u>(25,724)</u>	<u>116,805</u>

16 Related party transactions

There were no transactions with related parties either during 2023 or 2022.

17 Company limited by guarantee

CVS South Gloucestershire is a company limited by guarantee and as such has no share capital. In the event of the company being wound up, the liability of the members is limited to £1 each.

Accounts

CVS SOUTH GLOUCESTERSHIRE

FINANCIAL STATEMENTS

31 MARCH 2022

Company Registration Number: 04831569
Charity Number: 1099702

CVS SOUTH GLOUCESTERSHIRE

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CVS SOUTH GLOUCESTERSHIRE

REPORT OF THE TRUSTEES

YEAR ENDED 31 MARCH 2022

Report of the Trustees

Objects, vision and mission

The **Objects** of the Charity are:

- a) To promote any charitable purposes for the benefit of the community in the local government district of South Gloucestershire and its neighbourhood and, in particular, the advancement of education, the protection of health and the relief of poverty, distress and sickness.
- b) To promote and organise co-operation in the achievement of the above purposes and to that end to bring together council representatives of the voluntary organisations and statutory authorities within the area of benefit.

Our Vision is of an independent, thriving, diverse, innovative and resilient, local, voluntary, community and social enterprise sector providing high quality services in communities across the area and making a positive difference to peoples' lives.

Our Mission is to support, develop and represent voluntary, community, social enterprise (VCSE) and social action in South Gloucestershire.

Our Values drive and influence our work. *They are:*

Social justice	We embed and champion the role and value of the VCSE in making a difference and promoting lasting social, environmental and economic change.
Trust	We develop and deliver our services with partners in a way that supports the development of trust across and between sectors.
Responsive	We ensure that our services and those of our partners meet the needs of our service users and are delivered at times and in locations which are suitable.
Open	We actively seek feedback on the delivery of our services to help us to improve both our services and those provided by partners.
Networking	We will use the strength of the VCSE, to develop networks that promote equality and diversity, ensuring that our services meet the needs of, and are accessed by, the most diverse range of groups.
Good Governance	We ensure that our organisation models good governance in all that we deliver, and we continue to support good governance across the VCSE.

Ensuring our work delivers our constitutional aims

CVS South Gloucestershire's Trustees review the organisation's activities every year to consider how planned activities will contribute to the organisation's objects, vision, mission and public benefit as a charity.

In 2021 we moved from a pandemic response to 'living with Covid' and the advent of two further and increasingly related crises, that of the cost-of-living and the War in Ukraine. Moreover, the society-wide strategic recover-reset changes and ongoing strategic work of

CVS SOUTH GLOUCESTERSHIRE

REPORT OF THE TRUSTEES

YEAR ENDED 31 MARCH 2022

CVS meant that the following areas were the focus of CVS South Gloucestershire achieving its aims in 2021-22:

- 1 The role of CVS South Gloucestershire and the VCSE sector in working with funders and partners to facilitate effective cross-sector working in response to the situation(s) before us.
- 2 Facilitating the VCSE to work with the emerging NHS health system as the Clinical Commissioning Group for Bristol, North Somerset and South Gloucestershire (BNSSG).
- 3 Supporting the VCSE to develop the skills and capacity to deliver its aims and adapt to a rapidly changing world.
- 4 Maintaining momentum in our key piece of work: Keep It Local - helping to attract investment in the VCSE from across the public sector, building from the South Gloucestershire Council Plan and delivering on our Service Level Agreements, and the wider outcome of supporting a thriving VCSE sector (including infrastructure i.e., CVS-SG), tackling inequality and responding to the climate and nature crisis.

The CVS Team

Staff - six staff were employed during 2020-21:

Chief Executive Officer	0.6 FTE
Finance Officer	0.2 FTE
Business Support Officer	0.6 FTE
Development Officer	0.6 FTE
SGDEN	0.4 FTE (TUPE transfer-out w.e.f. April 2022)
SGREN Admin. Officer support	0.1 FTE –7 th Sept 2020 - 29 th Nov 2021

Board Members

Peter Steel, Deborah Gee, Mark Crutchley, Jamie Gill, Berkeley Wilde, Rhiannon Holder (resigned Dec 2021), Julie Hughes (elected Dec 2021), Janice Suffolk (resigned Dec 2021), Amanda Robbins, Sue Parsons

CVS Associates

CVS South Gloucestershire operates an Associates Model to accompany our delivery of VCSE sector support, using Associates to deliver services that are beyond the capacity covered by our Service Level Agreement with South Gloucestershire Council (SGC) and services requiring specialist skillsets not covered adequately in our staff team. Our smaller pool of Associates has been busy this year and we are looking to build Human Resources expertise in our wider team. We continue to seek to understand the needs of the sector, its ability to pay for support and to attract funding for our own projects and services whilst not

CVS SOUTH GLOUCESTERSHIRE

REPORT OF THE TRUSTEES

YEAR ENDED 31 MARCH 2022

competing with our members, to generate income enabling us to broaden and enhance our support offer for VCSE organisations across the area.

1. The role of CVS South Gloucestershire and the VCSE sector, working with funders and partners to facilitate effective cross-sector working in response to the situation(s) before us.

At the start of the year 2021-22, April saw the ramping-up of the UK's mass vaccination programme and ongoing work of mutual aid groups with our West of England and North Somerset partner organisation, VANS, delivering a vaccination volunteering effort for the NHS across the BNSSG area.

CVS continued to help shape new structures and policies developed as a result of Covid-19, such as the LOMP (Local Outbreak Management Plan) and Community Hub in sharing information intelligence and messaging as part of the South Gloucestershire response. CVS's development of its social media and websites and the subsequent increased interaction with those portals has helped us play our part by re-posting vital public health messages. The restrictions and new vaccines resulted in a situation where the lifting of those social and economic restrictions was balanced with the effectiveness and rate of vaccination, the case numbers and disease variants, creating a new not-so-normal with most of the mutual aid groups winding-down. A few evolved into feeding or other cost-of-living addressing roles which are increasingly required as 'furlough' ends, welfare benefits are reduced, and inflation rises.

At the end of the year in February 2022, the invasion of Ukraine by Russia started a war in Europe which precipitated a large-scale refugee crisis and the UK Government's Homes for Ukraine scheme, a six-month 'guest' programme. CVS has again been close to this work through new and strengthened links into the public sector and re-started its Thursday evening Zoom calls open to the wider community, successfully connecting community response to public sector colleagues tasked with the delivery of the Homes for Ukraine programme.

CVS is now contributing to the following strategic and operational groups, either supported by our SLA funding or, as a means of developing the role of the VCSE in linking and collaborating with the public sector in its response to the current context:

- South Gloucestershire Local Strategic Partnership (LSP) – CVS's CEO is Vice Chair of this overarching partnership for the area
- South Gloucestershire Chief Officers Group (a sub-group of the LSP)
- Safer and Stronger Communities Partnership (S&SC) the CEO is Vice-Chair of this statutory partnership
- Safer and Stronger Senior Officers Group (a sub-group of the above)
- Safeguarding Adults Board – South Glos. (since September 2020)
- Local Outbreak Management Plan (2020 to March 2022)
- SGC Community Hub (since its inauguration in April 2020)
- SGC 'Holidays and Food' group (short-term funding of food and physical activity schemes during school holidays from UK Govt., since its inauguration)
- South Gloucestershire Keep It Local group (core, delivery and various sub-groups including commissioning and procurement – since March 2020)
- Social Value Board for South Gloucestershire (see above – where commissioning results in an open procurement process and SV is sought)

CVS SOUTH GLOUCESTERSHIRE

REPORT OF THE TRUSTEES

YEAR ENDED 31 MARCH 2022

- Sustainable Communities Strategy (LSP sub-group for the refresh of Sustainable Communities Strategy, which meet in 2021-22).
- SGC Inequalities Strategy groups (strategic & operational groups from 2021)
- Health and Wellbeing Board for South Glos. (a joint role with Southern Brooks from December 2021 on this statutory partnership)
- Adult Mental Health Partnership (the first area of work in delivering shared priorities between of the new locality health system and the Local Authority)
- West of England Civil Society Partnership (Director July 2020 to March 2022, now working as a partnership but no longer a legal entity as delivery of WECA, BNSSG and other regional contracts is no longer envisaged)
- South Gloucestershire VCSE Leaders Board (now meets with Senior Leadership team of SGC each quarter)
- The Compact Implementation Group for South Gloucestershire (overseeing S. Glos. Compact 2014 and updating it for consultation in Spring 2022).
- Community Cohesion Steering group – CVS Development Officer a member from 2021 and delivering a project on behalf of SGC in Cheswick village.
- South Gloucestershire Climate Action Groups – co-led by CVS with SGC Officers (funded by National Lottery Awards for All in 2021-22)

CVS's CEO played a role in the panel for the Quartet Covid emergency funding and continues to feed-into the strategic development and in supporting groups from South Gloucestershire to bid into this our local Community Foundation. We have been supported by Quartet to do some feasibility work on volunteering infrastructure development across the West of England.

CVS has worked more closely with the National Lottery Community Fund at a local and regional level, again both input to the strategic development of funding and operationally with local officers on bid development and support for the VCSE in South Glos. to generate good quality bids.

2 Facilitating the VCSE to work with the emerging new health system

The Covid pandemic did not affect the course of change in the health system as the NHS in England moved from the current structure of a single Clinical Commissioning Groups (CCG) for BNSSG to a multi-locality Integrated Care Systems (ICS) under which six new Locality Partnerships will operate with effect from Summer 2022. Linking the sector into this reorganisation has been a key area of work for the VCSE organisations involved in health delivery and also for infrastructure bodies such as CVS-South Glos.

The six BNSSG localities are made up of three groups across the Bristol city area, two in North Somerset and a single Locality Partnership for South Gloucestershire where Southern Brooks Community Partnerships (SBCP) has been chosen as the lead locality provider for the VCSE in South Gloucestershire and receives funding to deliver this role. It is therefore essential that CVS and SBCP work closely together as the idea that the 'support, develop and represent' aims of CVS as infrastructure can be delivered by a single organisation. This is being superseded by a shared-leadership model and support role for many of the significant VCSE organisations (significant either by place or interest-group) both locality leads and other larger VCSE groups.

There is now for instance, a joint representational role for CVS-SG and Southern Brooks in representing the VCSE on the South Glos. Health and Wellbeing Board, since December

CVS SOUTH GLOUCESTERSHIRE

REPORT OF THE TRUSTEES

YEAR ENDED 31 MARCH 2022

2021 (these Boards are statutory, comprising politicians, clinicians, professionals and community leaders from the care and health systems to improve health and wellbeing and reduce health inequalities).

The VCSE also has representation on the BNSSG-level Healthier Together partnership and this role has been provided by West of England Rural Network (WERN) a partner of CVS-SG in the West of England Civil Society Partnership. This has also connected CVS into various other health service structures such as AHSN (Academic Health Science Network) which works on behalf of our NHS provider members to stimulate and support partnership working between VCSE's and members.

Help to shape and influence the new system and in navigating, winning and delivering contracts in the care and health sectors is a potential opportunity from the health system restructure and it is important for CVS-SG to work with sector partners to maximise that potential in South Gloucestershire.

3 Supporting the VCSE to develop the skills and capacity to deliver its aims and adapt to a rapidly changing world

The Voluntary Community and Social Enterprise Sector – **VCSE Leaders' Board** brings together VCSE Leaders from significant organisations that operate at a South Gloucestershire or wider level. It is facilitated by CVS-SG and seeks to work strategically across South Gloucestershire Council and the public sector for the benefit of the local VCSE. Leaders Board has met regularly with SGC leaders and now has a series of quarterly workshops with the senior leadership team of the Council creating a cooperative and ideally, collaborative spaces for updating each other on the current context for our organisations and in working towards sharing intelligence and developing shared aims and actions. Under the Keep it Local project, led by SGC, new investment into the VCSE is being planned for 2022-23 to facilitate strategic coproduction at the various forums coming out of the South Gloucestershire Council Plan and the new Locality Partnership. The VCSE Leaders Board will play a key role in selecting VCSE representatives for these forums and the process of making a wider contribution to the development of a 'thriving VCSE' in our area.

As public sector resources continue to be constrained then working in a collaborative way across sectors to help to ensure the provision of services and maximizing wellbeing for the people and communities of South Gloucestershire becomes increasingly important as an area of work for CVS, in ensuring VCSE infrastructure is sufficiently resourced and in supporting the Leaders Board and the wider VCSE to influence and participate in service-shaping and delivery.

West of England Civil Society Partnership (WoE-CSP) is made up of: CVS-SG, Voscur, VANS, WERN, Wesport, The Care Forum and 3SG and will soon cease operating as a legal body (a Community Interest Company or CIC) but continue functioning as a voluntary partnership of infrastructure bodies. WoE-CSP brings together knowledge and expertise to enable infrastructure to function well across geographical and thematic areas that don't all sit within locality/local authority boundaries. The CSP was successful in negotiating a contract to deliver volunteer management for the vaccination effort from North Bristol NHS Trust in 2020-21 and that work is still being delivered by VANS in BNSSG (and by 3SG in B&NES under a different CCG). VANS were seen as the most appropriate partner with a track record of service delivery in this area and there was no need for the CSP to deliver the service itself. Similarly, the idea that the various volunteer centres and volunteering in general across the West of England, could be brought together under a shared system to both better

CVS SOUTH GLOUCESTERSHIRE

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YEAR ENDED 31 MARCH 2022

promote volunteering and make it easier for volunteers and the VCSE organisations seeking them to find and fill opportunities, was also led by a partner organisation within the CSP - the mutual aid and vaccination volunteering response showed that there is considerable room to develop a modernised volunteering infrastructure based in the view that the people who came forward in those efforts might also become engaged with other types of local volunteering if they were more aware of the various roles available. CVS-SG led on this idea, was able to access some funding and commissioned a feasibility study into joining-up the various information and communication systems at a West of England level whilst respecting the work and identity of the individual volunteer centres and local areas. The CSP intends to continue working in this way, to review its membership and to continue in its attempt to influence and inform the West of England Combined Authority (WECA) and various other West-of-England-and-wider, public bodies.

CVS Membership - CVS South Gloucestershire is a membership-based organisation where voluntary, community and social enterprise organisations based in and/or delivering services in South Gloucestershire, are eligible to be full members; individuals and statutory organisations (e.g., town and parish councils) are eligible to join as associate members. Membership fees are graduated according to income level of the organisation. Membership standards are a part of being accepted as a full member and have been adapted to suit a mainly online process now with those organisations preferring in-person and paper being accommodated also. Member organisations without an external quality award benefit from this recognition, in tendering for contracts and it may also be useful when they're seeking funding from some Trusts and wider public bodies.

Once a membership assessment is done, organisations receive a report and when they've met the standards (at silver, gold or platinum level) they're eligible for entry on the VCSE Directory (or Membership Showcase), which is available on the CVS-SG Website. This directory, as it says, showcases the work of CVS members across South Gloucestershire and is an important tool to maintain recognition of the value that our local sector brings. CVS aims to increase its membership as a sign of legitimacy and demonstrate its value to the VCSE and funders.

Members as of March 2021 = 41

Members as of March 2022 = 48

CVS has also been a member of South Gloucestershire Council (SGC) **Social Value Board** and the VCSE Directory is linked to the SGC procurement portal. This means that private companies bidding to deliver contracts from SGC can use the VCSE Directory to identify local organisations to support as part of their commitment to social value in the area. Further development of the South Gloucestershire Council social value approach forms part of the Keep It Local working group and our CEO is a member of the Commissioning and Procurement subgroup alongside SGC's Head of Strategic Procurement and its' Director of Resources amongst others, in progressing work this area. Many planned contracts have either experienced delayed re-commissioning or have been extended due to Covid-19 although 2022-23 will see a reset in terms of commissioning and procurement at the local authority.

VCSE Conference was originally due to be held on 20th March 2020 but was again postponed for another year due to the pandemic in 2021. The conference is now being

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envisaged for Autumn 2022-23 with a focus on solutions to help local VCSE groups and organisations respond to the new context post-pandemic but with other crises also impacting their work and also exploring the role of the VCSE in mitigating the impacts of the climate change and nature crisis. CVS-SG will keep considering and asking members how conferences and meetings are best organised and run in our new hybrid world. In reality, this is a trial-and-error process that Covid has given us a need or benefit, but we also still have some room for forgiveness in not getting things 100% right first-time as we're all learning about how to use digital and analogue in a combined (hybrid) way to improve both participation and inclusion.

Supporting SGDEN's development

As part of our continued commitment to help develop equalities groups and networks in South Gloucestershire, CVS has continued to work with the Disability Equality Network (DEN), providing a part-time member of staff funded by SGC, to support their work and employed by CVS-SG and seconded to SGDEN. As part of the evolution of SGDEN and CVS's support/develop role, our long-term goal was always for the group to employ staff directly or through a SGDEN network member. The SDEN officer returned from Maternity Leave this year and talks between SDEN's Chair, CVS and an SGDEN member organisation, the employee has agreed that the transfer of employment to the network member organisation can go ahead this year, subject to due diligence and final agreement on the terms of the TUPE transfer. This is planned to be enacted for the start of the new financial year in 2022-23 and now that SGC continuation funding to cover the staff member has been agreed for between three and six years, will go ahead.

Supporting SGREN's development

The South Gloucestershire Race Equality Network (SGREN) has been supported by CVS for many years via management of its annual grant from SGC and the employment of part-time staff members or CVS Associates to take a role in developing the profile and the membership of SGREN, developing a website, using social media to promote SGREN and organising events. The SGC funding has not proved sufficient to attract someone who can embrace the tasks of administrative support and development of the network. SGREN has been clear that it now sees itself ready to take on its first employee, with the support of CVS. To that aim, we have been seeking a funding source suitable and have held talks with regional officers at the Lottery in terms of a Reaching Communities bid to create a post that we'd seek funding to employ a 0.6-plus FTE worker for two-to-three years. This application was developed by SGREN and CVS and has been granted three years funding at the end of 2021-22 at the end of the two stage-process.

Information Services

We have continued to develop our communications and reach on social media, and our website and we currently have 326 people signed up to our e-alert service. Our e-alert service during the year had 97 events listed, 109 funding opportunities advertised, and 27 consultations promoted.

Our job advertising service has improved after the pandemic, generating 185 job advertisements during the year, generating £7,400 income. Working in partnership with the

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Volunteer Centres and the new Mutual Aid Groups, we also advertised 105 volunteering vacancies.

CVS Associates

CVS-SG has several consultants on which we can draw to provide high quality support services over and above that which our SLA supports CVS to do directly and Associates can enable VCSE organisations to progress, develop and grow. This year their work has included:

- *Whitfield Tabernacle* - during the year one CVS Associate continued their work to support the Trustees of this charity which CVS-SG helped to establish in 2017. The transfer of ownership of the Tabernacle to the charity and work with SGC on an application to the WECA-managed Love Your High Streets fund is part of this work. The bid has been successful and, the work is likely to continue at some level into 2022-23.
- *Turnberries* - A CVS Associate has worked with the remaining Trustees of a local group, supporting them to come together with another local group that is also sitting on an important community asset and to develop a strategic plan to make the best use of these important assets to the community of Thornbury and link-up to other projects, community activities and charities that are reliant on local venues to host services and projects. This is progressing with an SGC decision now clear not to relocate a library to Turnberries meaning its room and footprint are now open to other potential community uses.

4 Maintaining momentum In Keep It Local work and build support from across the public sector whilst delivering our Service Level Agreements, tackling inequalities and responding to the climate and nature crisis

South Gloucestershire Council won Locality's Keep it Local Award in 2019 and this led to the development of a new approach to the VCSE sector in the area. Keep It Local has a steering group comprising the Independent Chair of the Compact group, CVS's Chief Executive, two representatives put forward by the VCSE Leaders Board, the BNSSG CCG/ICS and officers from across South Glos. Council. A small 'core' group consisting of two SGC officers, CVS's CEO, the Compact group Chair and Southern Brooks CEO. The aim to expand the larger steering group and maintain the oversight of the core group has worked well and the work has progressed with two co-production pilot projects and the learning from these is informing the actions of the Keep It Local group.

The partnership in design, development and delivery of services is an essential role for the sector to play into the future and CVS's role in supporting and developing the sector to play a part in this important new way of working is fundamental.

Local funders and other public bodies are to be invited to join some of the workstreams and sessions of Keep It Local, including the plan for securing of long-term investment for the VCSE in South Gloucestershire, looking at a pan-SGC commissioning and procurement approach and considering the outcomes sought.

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YEAR ENDED 31 MARCH 2022

The South Gloucestershire Compact

During the year we continued to support the work of the South Gloucestershire Compact Implementation Group. Our Chief Executive works with the independent Chair of the group to set the agendas and recruit members.

During the past year the group has been meeting again in order to refresh the Compact in South Gloucestershire, as set out in the South Gloucestershire Council Plan 2020-24. The new Compact document will be consulted on by the VCSE sector and Compact members in Spring 2022.

It is also being considered and consulted on, that the Compact reports to the Safer and Stronger Communities partnership instead of the LSP as a more relevant and statutory partnership group which will also help to balance that partnership towards stronger communities against 'safer' which has been the dominant influence.

The South Gloucestershire Equalities Voice Partnership

Supporting this network forms part of the Service Level Agreement which CVS holds with South Glos. Council. The partners of Equalities Voice are: South Gloucestershire Race Equality Network (SGREN), South Gloucestershire Disability Equality Network (SGDEN), The Diversity Trust, Southern Brooks Community Partnerships, Over 50's Forum and Age UK South Gloucestershire. We also enjoy the benefit of having SARI as Equalities Voice members but funded through delivery of the Hate Crime service for the South Glos. SGC's Equality & Diversity Officer works closely with Equalities Voice organises sessions where SG Council managers bring their service area's strategies and plans into a co-productive space where with Equalities Voice, they focus on ways to tackle some of their inequality, diversity and inclusion challenges. This work is funded by SGC and is a step forward for both tackling inequalities and in collaboration with the VCSE sector.

Volunteer Centres

There are four South Gloucestershire Volunteer Centres: Yate, Filton Patchway and the Stokes and Kingswood, which are run by Southern Brooks Community Partnerships (SBCP) and Thornbury Volunteer Centre which is independently run. The Volunteer Partnership in South Gloucestershire also includes a Chair from the Over-50's Forum and is facilitated by CVS and funded through an 'infrastructure' Service Level Agreement with SGC. The partnership supports and encourages good practice in volunteering and seeks to help people access volunteering opportunities that benefit them, the organisation they volunteer for, service recipients and our communities. Coming out of the pandemic the cost-of-living, health and social care crises and the social and health-related after-effects are having a big impact on volunteering and work. The recent crisis in Ukraine though has again seen people step forward to volunteer their homes and families for refugee 'guests' for six months. The use of websites, social media and more traditional methods of prompting volunteering is part of the discussion in the South Glos. partnership and in the WoE-CSP with the feasibility study into connecting systems, organisations and opportunities onto a West of England platform.

The past two years of pandemic has led to both an awareness of the value of volunteering and questions about the role(s) of volunteers going forward – will people re-join the roles and activities they undertook previously and/or will a new generation of volunteers be ready for new challenges?

National charities and volunteer platforms have been keen to promote themselves as solutions. One can search the 'Do IT' national database of volunteering opportunities.

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YEAR ENDED 31 MARCH 2022

Search for voluntary work on Charity Job, the UK's largest online jobs board for the not-for-profit sector or go to Volunteering matters website however in reality, most volunteering is done locally. This makes sense in a number of ways, including environmentally, and although local Volunteer Centres are not well known nor supported enough, they have an important role to play in promoting good quality volunteering (opportunity, recruitment and management). To focus on supporting local VCSE organisations and local centres that can provide the right support to both volunteers and the organisations that require them, remains both an ongoing and an important role for CVS.

VCSE Survey(s)

CVS has not undertaken its traditional large-scale and comprehensive annual survey of the VCSE sector in South Gloucestershire for three years due to the situation we found ourselves in and the ever-increasing volume of surveys going to VCSE organisations, many of whom are struggling with staffing and resources to run their operation well. On that basis CVS has been sending out short and very focussed surveys on particular sector issues. These are in theory easier to engage-with and offer relevant and up-to-date information. The value of information data, connections and evidencing of outcomes is growing and, we will need to evolve our approaches in order to obtain good quality and meaningful information on the sector in South Gloucestershire and how we can share it appropriately and safely with our partners.

It will also be important to work with partners, particularly public sector, to develop foresight about upcoming opportunities and challenges and help the sector to prepare for them.

Climate Action

In terms of preparation for forthcoming challenges the impacts of the climate and nature emergencies, we have been continuing the work with the Council's Senior Environmental Policy & Climate Change Officer to support our Climate Action Groups and network and to develop the role of the sector in addressing climate and nature through CVS's membership standards.

A partnership of CVS, SGC and Southern Brooks Community Partnerships have developed a two-year project to widen the inclusivity and support more action. This attracted grant investment from Quartet Foundation, and we are awaiting confirmation of SGC's match-funding element, so that we can begin targeting those least likely to be involved in climate action and, in parallel, most affected by its impacts. We will be supporting the development of new climate emergency groups, local action on climate change and increasing locally accessible green spaces for the benefit of all. The partnership as it develops will engage with existing climate emergency groups as well as wider stakeholder partners such as housing associations and other third sector organisations to create maximum benefit.

CVS SOUTH GLOUCESTERSHIRE

REPORT OF THE TRUSTEES

YEAR ENDED 31 MARCH 2022

Financial Review of 2021-22

Funding

This financial year, South Gloucestershire Council extended its three-year (2018 – 2021) Service Level Agreement for an additional year. This grant funds some of our work and we continued to manage funding on behalf of the four Volunteer Centres and South Gloucestershire Equalities Voice partnership.

We have maintained our charged-for services, primarily within our Associates structure, retaining quality in its offer and communicating clearly how this fits with CVS's paid-for support to the sector, and its membership offer. We continued to work in partnership with Thornbury Volunteer Centre, and Southern Brooks Community Partnerships, SGREN, SGDEN, West of England Rural Network (WERN) and The Care Forum (TCF).

We were successful, in several bids to deliver support for local organisations and see this as a potential area of growth in the future, whilst our core service must be recognised and paid-for by a combination of the sector and the public services that the VCSE supports.

We received additional funding from South Gloucestershire Council to support the Community Cohesion in Cheswick Village. We ran a series of events to get the community together which were well attended and appreciated by local people. Community research was carried out to establish the needs and aspirations of the area, and further funding subsequently secured from Member Awarded Funding has enabled the commissioning of youth work.

Reserves Policy

In line with guidance issued by the Charity Commission, the trustees have reviewed the charity's need for reserves. The charity requires unrestricted reserves approximately equal to around three months running costs, equating to around £23,300. The Trustees believe that this represents a minimum level of reserves necessary to ensure the effective and efficient operation of the charity for the benefit of its clients. The charity has unrestricted funds of £92,691 of which £41,000 has been designated to ensure that the charity has the funds to cover redundancy and wind up costs. The excess of unrestricted funds of £28,391 have been allocated to safeguard against future income generating shortfalls and towards the exploration of new future business opportunities.

Structure, Governance and Management

Governing document

CVS South Gloucestershire incorporated on 14th July 2003 as a private company limited by guarantee. The company became a registered charity on 26th September 2003.

The company is governed by the Memorandum and Articles of Association dated 13 May 2003, updated on 19th November 2008 and amended on 15th September 2010 and 6th July 2011. In accordance with section 28 of the Companies Act 2006, the Memorandum of Association is deemed part of the Articles of Association with from 15th September 2010.

CVS SOUTH GLOUCESTERSHIRE

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YEAR ENDED 31 MARCH 2022

In the event of the company being wound up, members are required to contribute an amount not exceeding £1 towards the cost of dissolution and the liabilities incurred by the charity when the contributor was a member.

Recruitment & appointment of the Board of Trustees

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles, are known as, members of the Board of Trustees. Under the requirements of the Articles of Association, one third of the members of the Management Committee must resign at each AGM, the longest in office retiring first. A retiring trustee may be re-elected at the same Annual General Meeting.

CVS South Gloucestershire works to provide development, support and representation to the voluntary, community and social enterprise sector (VCSE) in South Gloucestershire and its membership is drawn from these groups who are either based in or providing services to communities in South Gloucestershire.

CVS South Gloucestershire is governed by a Board of Trustees who are elected by the members of the organisation. We look for members with business acumen and experience of management, alongside knowledge of our work voluntary organisations, community groups and social enterprises and strategic work with public and private sector partners. Individuals, with appropriate skills to enhance the Board of Trustees and development of the charitable company may also be approached or offer themselves for election or co-option to the Board of Trustees.

The full Board of Trustees meets at least four times a year, one meeting to review strategic plan and agree future priorities with some business undertaken by electronic means.

Trustee induction & training

Trustee induction consists of an introduction to the organisation and its activities and projects and includes details of their duties and responsibilities as Trustees. All Trustees are encouraged to attend appropriate training to facilitate their undertaking of the role.

Risk Management

Trustees regularly log major strategic, business, financial and operational risks, which the charity faces and have established procedures to manage organisational risks to ensure compliance with best practice and legislation; and to cover the delivery of projects.

A new approach to risk management for 2021 has been discussed and a sub-group of Chair CEO and a Trustee experienced in risk management was established to take this forward.

Public Benefit Statement

In preparing this report the Board of Trustees has complied with the duty under Section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission in relation to meeting the public benefit requirement.

CVS SOUTH GLOUCESTERSHIRE

REPORT OF THE TRUSTEES

YEAR ENDED 31 MARCH 2022

Statement of Trustees' responsibilities

The trustees (who are also directors of CVS South Gloucestershire for the purposes of company law) are responsible for preparing the Trustees' Report (incorporating the directors' report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Accepted Accounting Practice).

Company law requires the trustees 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 income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

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

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

This report was approved by the trustees on.....and signed on their behalf by:

.....
P Steel
Chair of Trustees

CVS SOUTH GLOUCESTERSHIRE

REFERENCE AND ADMIN INFORMATION

YEAR ENDED 31 MARCH 2022

Charity Name CVS South Gloucestershire
Charity Registration No: 1099702
Company Registration No: 04831569

The Board of Trustees

Name	Nominating Member Organisation		Position	Status
Peter Steel	Age UK		Chair From December 2015	Re-elected September 2019
Deborah Gee	Creative Youth Network		Trustee Treasurer	Re-elected September 2019
Mark Crutchley	Circadian Trust		Trustee	Re-elected September 2020
Jamie Gill	1625 Independent People		Trustee	Re-elected September 2020
Berkeley Wilde	The Diversity Trust		Trustee	Elected September 2017
Julle Hughes	Developing Health and Independence		Trustee	Elected December 2021
Janice Suffolk	Juice CIC		Trustee	Elected September 2020 Stood down December 2021
Rhiannon Holder	Developing Health and Independence		Trustee	Elected September 2019 Stood down December 2021
Amanda Robbins	Bromford Housing		Trustee	Elected 2019
Sue Parsons	Winterbourne Medieval Barn		Trustee	Elected 2019

Chief Executive Officer

Steve Curry

CVS SOUTH GLOUCESTERSHIRE

REFERENCE AND ADMIN INFORMATION

YEAR ENDED 31 MARCH 2022

Registered office	Yate Library, West Walk Yate Shopping Centre BS37 4AX
Independent Examiner	Joshua Kingston, BSc, ACA Burton Sweet Limited Chartered Accountants The Clock Tower 5 Farleigh Court Old Weston Road Flax Bourton Bristol. BS48 1UR
Bankers	Lloyds TSB plc Westbury-On-Trym branch 15 High Street Bristol

CVS SOUTH GLOUCESTERSHIRE

REPORT OF THE INDEPENDENT EXAMINER

YEAR ENDED 31 MARCH 2022

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

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

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

Joshua Kingston, BSc., ACA
Burton Sweet Limited
The Clock Tower
5 Farleigh Court
Old Weston Road
Flax Bourton
Bristol BS48 1UR

Date:.....

CVS SOUTH GLOUCESTERSHIRE**STATEMENT OF FINANCIAL ACTIVITIES (Including Income & Expenditure Account)****YEAR ENDED 31 MARCH 2022**

		Unrestricted Funds	Restricted Funds	Total funds 2022	Total funds 2021
	Note	£	£	£	£
Income from:					
Donations and legacies	2	3,905	3,000	6,905	4,312
Charitable activities	3	73,861	178,728	252,589	268,356
Investment Income		18	-	18	29
Total income		77,784	181,728	259,512	272,697
Expenditure on:					
Charitable activities	4	69,907	174,889	244,796	236,706
Total expenditure	7	69,907	174,889	244,796	236,706
Net income/(expenditure)	7	7,877	6,839	14,716	35,991
Gross transfers between funds	14	(1,500)	1,500	-	-
Net movement in funds		6,377	8,339	14,716	35,991
Total funds at 1 April		86,314	15,775	102,089	66,088
Total funds at 31 March	14	92,691	24,114	116,805	102,089

The Charity has no recognised gains or losses other than the results for the year as set out above.
All of the activities of the Charity are classed as continuing.

See note 10 for fund comparatives

The notes on pages 19 to 29 form part of these financial statements

CVS SOUTH GLOUCESTERSHIRE**BALANCE SHEET****AT 31 MARCH 2021**

Company number: 04831569

	Note	2022 £	2021 £
Current assets			
Debtors	12	4,456	7,671
Cash at bank		<u>142,529</u>	<u>105,662</u>
		146,985	113,333
Creditors: Amounts falling due within one year	13	<u>(30,180)</u>	<u>(11,244)</u>
Net assets		<u>116,805</u>	<u>102,089</u>
Funds			
Restricted funds	15	24,114	15,775
Unrestricted funds	15		
<i>Designated funds</i>		41,000	40,310
<i>General funds</i>		<u>51,691</u>	<u>46,004</u>
		<u>116,805</u>	<u>102,089</u>

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.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

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 companies subject to the small companies' regime.

These accounts were approved by the Board on.....and signed on their behalf by:

.....
P Steel
Chair of Trustees

The notes on pages 19 to 29 form part of these financial statements

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2022

1 Accounting policies

1.1 Basis of preparation

The financial statements have been prepared under the historical cost convention, in accordance with the Companies Act 2006 and the Statement of Recommended Practice in accordance with Financial Reporting Standard 102. The Charity is a public benefit entity.

The trustees know of no reason why the charity might not continue as a going concern, therefore the accounts have been prepared on this basis.

1.2 Income

All income becoming available to the Charity in the year is recognised in the Statement of Financial Activities (SOFA) when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Income is deferred only when the Charity has to fulfil conditions before becoming entitled to it and where the donor has specified that the income is to be expended in a future period.

Donations and legacies includes income generated from gifts, donations, legacies and grants and is included in full in the SOFA when receivable. Grants where entitlement is not conditional on the delivery of specific performance by the Charity are recognised when the Charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the Charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

Grants receivable are accounted for on a receivable basis and allocated to the appropriate fund.

1.3 Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. The charity is not registered for VAT. Expenditure includes all VAT which cannot be recovered, and is reported as part of the expenditure to which it relates.

Expenditure on charitable activities comprises those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries. CVS South Gloucestershire advocates on behalf of the sector through our strategic work. We provide free information and charge (at low cost) for services primarily provided to the voluntary community and social enterprise (ICSE) organisations. Where possible we grant fundraise for the provision of support to groups in crisis. It includes both costs that can be allocated directly to this activity and those costs of an indirect nature necessary to support them.

Support costs include the costs of staff for the general support activity of the office. They have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. staff costs by time spent.

Governance costs are included within charitable activities and include all those costs associated with meeting the constitutional and statutory requirements of the Charity and include the independent examination fees and costs linked to the strategic management of the Charity.

1.4 Tangible fixed assets and depreciation

Tangible fixed assets costing more than....other than freehold land are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Computer equipment	33% straight line
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1.5 The charity operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the charity and are independently administered. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

1.6 Funds

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with the specific restrictions imposed by donors which have been raised by the Charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2022

2 Donations and legacies

	Unrestricted funds	Restricted funds	Total funds 2022	Total funds 2021
	£	£	£	£
Donations	25	3,000	3,025	702
Membership	3,880	-	3,880	3,610
	<u>3,905</u>	<u>3,000</u>	<u>6,905</u>	<u>4,312</u>

All memberships and donations received in 2020 were unrestricted.

3 Income from Charitable activities

	Unrestricted funds	Restricted funds	Total funds 2022
	£	£	£
Representation and strategic development	55,500	7,000	62,500
Developing skills and capacity			
SG Race Equality Network	-	12,000	12,000
SG Disability Equality Network	-	14,604	14,604
Information Services	6,236	-	6,236
Partners' funding - Government grants			
Equalities SLA	-	78,000	78,000
Volunteer centres funding	-	28,000	28,000
Consulting	11,287	38,635	49,922
Mutual Aid Groups	838	350	1,188
COVID Assistance	-	139	139
	<u>73,861</u>	<u>178,728</u>	<u>252,589</u>

Prior year

	Unrestricted funds	Restricted funds	Total funds 2021
	£	£	£
Representation and strategic development	75,743	6,300	82,043
Developing skills and capacity			
SG Race Equality Network	-	12,000	12,000
SG Disability Equality Network	-	6,075	6,075
Information Services	2,874	-	2,874
Partners' funding - Government grants			
Equalities SLA	-	48,000	48,000
Volunteer centres funding	-	29,600	29,600
Consulting	28,331	24,055	52,386
Mutual Aid Groups	-	18,530	18,530
COVID Assistance	-	16,848	16,848
	<u>106,948</u>	<u>161,408</u>	<u>268,356</u>

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2022

4 Expenditure on Charitable activities

	Grants payable (note 5) £	Direct costs £	Support costs (note 6) £	Total 2022 £
Representation and strategic development	-	6,918	54,129	61,047
Developing skills and capacity				
SG Race Equality Network	-	1,173	1,667	2,840
SG Disability Equality Network	-	1,064	14,210	15,274
Membership	-	150	3,496	3,646
Information Services	-	87	-	87
Partners' funding				
Equalities SLA	74,250	-	-	74,250
Volunteer centres funding	28,000	-	-	28,000
Consulting	-	32,543	14,422	46,965
Mutual Aid Groups	-	134	8,803	8,937
Equalities	-	-	3,750	3,750
	102,250	42,069	100,477	244,796

	Grants payable (note 5) £	Direct costs £	Support costs (note 6) £	Total 2021 £
Prior year				
Representation and strategic development	-	7,828	53,056	60,884
Developing skills and capacity				
SG Race Equality Network	-	7,757	2,353	10,110
SG Disability Equality Network	-	155	5,920	6,075
Membership	-	400	900	1,300
Conference	-	-	-	-
Information Services	-	87	-	87
Other projects	-	-	-	-
Governance training	-	499	2,074	2,573
Partners' funding				
Equalities SLA	48,000	-	-	48,000
Volunteer centres funding	29,600	-	-	29,600
Consulting	-	46,605	1,186	47,791
Mutual Aid Groups	12,478	5,978	11,830	30,286
	90,078	69,309	77,319	236,706

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2022

5	Grants payable	2022	2021
		£	£
	Volunteer Centres		
	Southern Brooks Community Partnerships:		
	Patchway, Yate Volunteering, Kingswood Volunteering, Filton & Stokes Volunteer Centre	21,000	22,200
	Volunteer Centre Thornbury - SGC 3 year grant	7,000	7,400
		<u>28,000</u>	<u>29,600</u>
	Equalities Partnership		
	Southern Brooks Community Partnerships for Community Cohesion	15,750	12,000
	AGE UK South Gloucestershire	7,383	3,633
	Over 50's Forum	12,117	8,367
	SARI	3,750	-
	South Gloucestershire Disability Equality Network	15,750	12,000
	South Gloucestershire Racial Equality Network	3,750	-
	The Diversity Trust	15,750	12,000
	Mutual Aid Groups	-	12,478
		<u>74,250</u>	<u>60,478</u>
	Total grants payable to organisations	<u>102,250</u>	<u>90,078</u>

6	Support costs	Office costs	Premises costs	Payroll & staff costs	Total 2022
		£	£	£	£
	Representation and strategic development	4,054	24,496	25,579	54,129
	Developing skills and capacity				
	SG Race Equality Network	-	-	1,667	1,667
	SG Disability Equality Network	-	-	14,210	14,210
	Membership	69	150	3,277	3,496
	Partners' funding				
	Consulting	630	1,368	12,424	14,422
	Mutual Aid Groups	314	682	7,807	8,803
	Equalities	-	-	3,750	3,750
		<u>5,067</u>	<u>26,696</u>	<u>68,714</u>	<u>100,477</u>

Support costs are allocated to activities based on usage of individual resources.

Prior year

	Office costs	Premises costs	Payroll & staff costs	Total 2021
	£	£	£	£
Representation and strategic development	10,010	13,302	29,744	53,056
Developing skills and capacity				
SG Race Equality Network	-	-	2,353	2,353
SG Disability Equality Network	-	-	5,920	5,920
Membership	69	150	681	900
Governance training	-	-	2,074	2,074
Partners' funding				
Consulting	-	-	1,186	1,186
Mutual Aid Groups	69	150	11,611	11,830
	<u>10,148</u>	<u>13,602</u>	<u>53,569</u>	<u>77,319</u>

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2022

7 Net Income for the year

This is stated after charging:

	2022	2021
	£	£
Independent examiner's fees	940	900
Independent examination		
Accountancy	1,700	1,620

None of the Trustees (or any persons connected with them) received any remuneration, benefits or expenses from the Charity for their work as Trustees (2021- £nil).

8 Staff costs and numbers

The aggregate payroll costs were:

	2022	2021
	£	£
Wages and salaries	77,945	57,503
Social security costs	4,452	3,028
Pension contributions	3,205	2,683
	85,602	63,214

The number of employees whose emoluments as defined for taxation purposes amounted to over £60,000 in the year was nil (2021 - nil).

The senior management team includes the posts of Chief Officer and Finance Officer.

The aggregate payroll costs for the senior management team were:

	2022	2021
	£	£
Wages and salaries	32,192	28,875
Social security costs	2,257	1,795
Pension contributions	1,932	1,613
	36,381	32,283

The average weekly number of employees during the year, calculated on the basis of head count:

	2022	2021
	No.	No.
Management, administration and support	6	6
	6	6

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2022

9 Taxation

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

10 Fund Comparatives for the Statement of Financial Activities

	Unrestricted Funds £	Restricted Funds £	Total funds 2021 £
Income from:			
Donations and legacies	3,614	698	4,312
Charitable activities	106,948	161,408	268,356
Investment income	29	-	29
Total income	110,591	162,106	272,697
Expenditure on:			
Charitable activities:	79,274	157,432	236,706
Total expenditure	79,274	157,432	236,706
Net income/(expenditure) and net movement in funds	31,317	4,874	35,991
Gross transfers between funds	1,534	(1,534)	-
Net movement in funds	32,851	3,140	35,991
Total funds at 1 April	53,463	12,635	66,098
Total funds at 31 March	86,314	15,775	102,089

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2022

11 Tangible fixed assets

	Computer equipment £	Total £
Cost		
At 1 April 2021 and 31 March 2022	<u>3,218</u>	<u>3,218</u>
Depreciation		
At 1 April 2021 and 31 March 2022	<u>3,218</u>	<u>3,218</u>
Net book value		
At 31 March 2021 and 31 March 2022	<u>-</u>	<u>-</u>

12 Debtors

	2022 £	2021 £
Trade Debtors	<u>4,456</u>	<u>7,671</u>

13 Creditors: amounts falling due within one year

	2022 £	2021 £
Trade creditors	4,484	2,211
Taxes and social security costs	1,579	652
Accruals	24,117	8,381
	<u>30,180</u>	<u>11,244</u>

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2022

14 Movement in funds

	At 1 April 2021 £	Income £	Expenditure £	Transfers £	At 31 March 2022 £
Restricted funds					
AWG Climate Action fund	-	1,500	(1,500)	-	-
Community Accountancy Service	535	9,093	(9,628)	-	-
Climate Action Fund (Big Lottery)	5,700	-	(3,700)	-	2,000
Community Cohesion grant	-	22,142	(14,509)	-	7,633
Community Development and Support	5,821	350	(7,671)	1,500	-
Equalities SLA	-	48,000	(48,000)	-	-
Equalities Voice	-	30,000	(30,000)	-	-
Quartet Grant re Covid	287	139	(426)	-	-
SG Disability Equality Network	670	14,604	(15,274)	-	-
SG Race Equality Network	2,065	15,000	(2,841)	-	14,224
Social Value	697	-	(440)	-	257
Volunteer Centres	-	28,000	(28,000)	-	-
Volunteer Partnership	-	5,500	(5,500)	-	-
Whitfield Tabernacle	-	7,400	(7,400)	-	-
	15,775	181,728	(174,889)	1,500	24,114
Unrestricted funds					
Designated - closedown fund	30,000	-	-	-	30,000
Designated activity funds	10,310	-	-	690	11,000
General funds	46,004	77,784	(69,907)	(2,190)	51,691
	86,314	77,784	(69,907)	(1,500)	92,691
Total funds	102,089	259,512	(244,796)	-	116,805

AWG Management Committee

Funding time for us to provide more in-depth support for Management Committees in South Gloucestershire.

CIG Compact Chair

Funding for the honorarium of the Independent Compact Implementation Group Chair.

Digital leaders

A project led by Voscur and funded by the Department of Culture, Media and Sport to support local VCSE leaders develop their organisation's digital approaches.

Equalities SLA

A new three year Service Level Agreement from SGC which CVS manages on behalf of the SG Equalities Partnership.

SG Disability Equality Network

Providing support to the Network by employing their first member of staff, and seconding them to the Network.

South Gloucestershire Race Equality Network

Funding from South Gloucestershire Council for CVS to employ the Network's first part time Development Officer and to work with them to build their capacity to apply for future funding to support their work.

South Gloucestershire Council 3 year grant

Investment from SGC which funds some of CVS Strategic Work, Information Services and work to support the Compact. The agreement includes core funding for the Volunteer Centres and delivery partners are: Thornbury Volunteer Centre, Yate Volunteer Centre, Southern Brooks Community Partnerships (Patchway, Filton and the Stokes Volunteer Centre) and Community Ignite (Volunteering Kingswood).

Community Cohesion grant

Funds received from South Gloucestershire Council to support the community of Cheswick Village.

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2022

14 Movement in funds (continued)

Whitfield Tabernacle

Funding from South Gloucestershire Council for CVS South Gloucestershire to support the development of a Trust to preserve the heritage of the site and support an initial business plan and to fundraise for future development work. At the end of the project, the remaining funds were transferred to General funds in recognition of costs borne by the charity, as permitted by the agreement.

Climate Action fund

This is an Awards for All grant for 2020-21 to support the engagement with Climate Action Groups across the area, to deliver a series of training sessions for this emerging community action network.

Connecting Kingswood

This is a Southern Brooks project through which CVS and Associates will provide engagement and project management services.

Develop skills & capacity

Funding to maintain up to date data and intelligence about the VCSE enabling the early identification of gaps and trends enabling CVS to develop the Skills capacity of the sector.

SGC Mutual Aid funding

CVS South Gloucestershire received funding from South Gloucestershire Council on behalf of Mutual Aid Groups, vulnerable citizens, community organisations and volunteers.

Quartet Covid 19 Grant

Coronavirus Response Fund - funding to deliver support in partnership with Southern Brooks, to South Gloucestershire Mutual Aid Groups, vulnerable citizens, community organisations and volunteers.

NAVCA

VCS Emergencies Partnership - Contribution to weekly surveys and engagement meeting re support during Covid-19. attendance at webinars to represent the local sector.

Social Value fund

Funding initiated through the south Gloucestershire Council procurement process, by which local businesses donate funds to support local VCSE groups.

Designated activity funds

The trustees transferred funds for ongoing activities into a separate designated fund to ensure they were available for completing the projects in question.

Designated close down fund

Funds set aside to cover costs in the event that the charity must close down.

CVS SOUTH GLOUCESTERSHIRE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2022

14 Movement in funds (continued) Prior year

	At 1 April 2020 £	Income £	Expenditure £	Transfers £	At 31 March 2021 £
Restricted funds					
AWG Management	1,500	-	(1,500)	-	-
Community Accountancy Service	-	4,056	(3,521)	-	535
CIG Compact Chair	295	150	(445)	-	-
Climate Action Fund (Big Lottery)	5,700	-	-	-	5,700
Community Development and Support	1,016	15,000	(10,195)	-	5,821
Connecting Kingswood	1,170	6,150	(7,321)	1	-
Digital Leaders	(216)	-	-	216	-
Equalities SLA	-	48,000	(48,000)	-	-
Governance support (Quartet)	1,974	-	(2,573)	599	-
Quartet Grant re Covid	-	16,848	(16,561)	-	287
SGC Mutual Aid funding	-	3,530	(3,530)	-	-
SG Disability Equality Network	670	6,075	(6,075)	-	670
SG Race Equality Network	176	12,000	(10,111)	-	2,065
Social Value	-	697	-	-	697
Volunteer Centres	-	29,600	(29,600)	-	-
Whitfield Tabernacle	350	20,000	(18,000)	(2,350)	-
	12,635	162,106	(157,432)	(1,534)	15,775
Unrestricted funds					
Designated - closedown fund	30,000	-	-	-	30,000
Designated activity funds	-	-	-	10,310	10,310
General funds	23,463	110,591	(79,274)	(8,776)	46,004
	53,463	110,591	(79,274)	1,534	86,314
Total funds	66,098	272,697	(236,706)	-	102,089

15 Analysis of net assets between funds

	Cash at Bank £	Other Net assets £	Total £
Restricted funds	24,114	-	24,114
Unrestricted funds			
Designated - closedown fund	30,000	-	30,000
Designated activity funds	11,000	-	11,000
General fund	77,415	(25,724)	51,691
	142,529	(25,724)	116,805

Analysis of net assets between funds - prior year

	Cash at Bank £	Other Net assets £	Total £
Restricted funds	15,775	-	15,775
Unrestricted funds			
Designated - closedown fund	30,000	-	30,000
Designated activity funds	10,310	-	10,310
General fund	49,577	(3,573)	46,004
	105,662	(3,573)	102,089

CVS SOUTH GLOUCESTERSHIRE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2022

16 Related party transactions

There were no transactions with related parties either during 2022 or 2021.

17 Company limited by guarantee

CVS South Gloucestershire is a company limited by guarantee and as such has no share capital. In the event of the company being wound up, the liability of the members is limited to £1 each.

Accounts

CVS SOUTH GLOUCESTERSHIRE

FINANCIAL STATEMENTS

31 MARCH 2021

Company Registration Number: 04831569
Charity Number: 1099702

CVS SOUTH GLOUCESTERSHIRE

REPORT OF THE TRUSTEES

YEAR ENDED 31 MARCH 2021

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CVS SOUTH GLOUCESTERSHIRE

REPORT OF THE TRUSTEES

YEAR ENDED 31 MARCH 2021

Report of the Trustees

Objects, vision and mission

The **Objects** of the Charity are:

- a) To promote any charitable purposes for the benefit of the community in the local government district of South Gloucestershire and its neighbourhood and, in particular, the advancement of education, the protection of health and the relief of poverty, distress and sickness.
- b) To promote and organise co-operation in the achievement of the above purposes and to that end to bring together in council representatives of the voluntary organisations and statutory authorities within the area of benefit.

Our Vision is of an independent, thriving, diverse, innovative and resilient, local voluntary, community and social enterprise sector providing high quality services in communities across the area and making a positive difference to peoples' lives.

Our **Mission** is to support, develop and represent voluntary, community, social enterprise (VCSE) and social action in South Gloucestershire.

Our Values drive and influence our work. They are:

Social justice	We embed and champion the role and value of the VCSE in making a difference and promoting lasting social, environmental and economic change.
Trust	We develop and deliver our services with partners in a way that supports the development of trust across and between sectors.
Responsive	We ensure that our services and those of our partners meet the needs of our service users and are delivered at times and in locations which are suitable.
Open	We actively seek feedback on the delivery of our services to help us to improve both our services and those provided by partners.
Networking	We will use the strength of the VCSE, to develop networks that promote equality and diversity, ensuring that our services meet the needs of, and are accessed by, the most diverse range of groups.
Good Governance	We ensure that our organisation models good governance in all that we deliver, and we continue to support good governance across the VCSE.

Ensuring our work delivers our aims

CVS South Gloucestershire's Trustees review the organisation's activities every year to consider how planned activities will contribute to the organisation's objects, vision, mission and public benefit as a charity.

CVS SOUTH GLOUCESTERSHIRE

REPORT OF THE TRUSTEES

YEAR ENDED 31 MARCH 2021

In 2020–21 we experienced the first pandemic in over 100 years and the following areas of work were our focus in achieving public benefit:

- 1 The survival and continuity of CVS South Gloucestershire and the VCSE sector, working with our funders and partners to facilitate effective working across public and VCSE sectors in response to the crisis.
- 2 Responding to the health and economic situations, adapting and collaborating and extending CVS support to the emerging Mutual Aid/neighbourhood response groups.
- 3 Developing the skills and capacity of the VCSE to adapt to a rapidly changing world.
- 4 Maintaining momentum in key work: Keep It Local/Future Funding of the sector, delivery of our Service Level Agreements, gathering data and information to generate intelligence on the sector and enabling identification of risks, gaps and trends, putting support in place, where possible.
- 5 Positioning CVS South Gloucestershire as an essential and independent, advice, support and representation body, able to deliver its mission and help sustain a thriving voluntary, community and social enterprise sector.

The CVS Team

Staff - five staff were employed during 2020-21:

Chief Executive Officer	(0.6) FTE from 20 th January 2020
Finance Officer	(0.2) FTE
Business Support Officer	(0.6) FTE
SGDEN	(0.4) FTE (seconded) Maternity leave until Sept 2020
Development Officer	(0.4) FTE from September 2020
SGREN	Associate support contract

Board Members

Peter Steel, Deborah Gee, Mark Crutchley, Jamie Gill, Berkeley Wilde, Julie Close (until December 2020), Janice Suffolk, Rhiannon Holder, Amanda Robbins, Sue Parsons.

CVS Associates

CVS South Gloucestershire has used an Associates Model to accompany our delivery of support services since May 2015. CVS uses Associates to deliver services that are paid-for beyond our Service Level Agreement with South Gloucestershire Council (SGC) and also services to the sector beyond the capacity or skillset of our staff team. During the year we adapted our approach and lost some Associates as a result, however we continue to seek to

CVS SOUTH GLOUCESTERSHIRE

REPORT OF THE TRUSTEES

YEAR ENDED 31 MARCH 2021

understand the needs of the sector, its ability to pay and to attract funding for projects and services that whilst not competing with our members, enables us to broaden and enhance our support offer for VCSE organisations across the area, and to generate some extra income.

1 Survival and continuity of CVS South Gloucestershire and the VCSE sector, working with our funders and partners to facilitate effective working across public and VCSE sectors in response to the crisis.

As the umbrella body for the local voluntary, community and social enterprise sector (VCSE), CVS plays a strategic leadership role supporting the development of the local VCSE in South Gloucestershire, including ensuring that productive relationships with the public and private sectors are maintained and working in partnership to achieve this.

Our new Chief Executive Officer started in the role in January 2020, after the previous incumbent, Helen Black left, working a few days as induction/handover in January and February 2020 before starting his regular three-days per week role in March. During March a national lockdown was imposed by UK Government and this had a profound effect on the work of CVS and much of everyday life in the UK, throughout the year.

The work of CVS continued to be funded through a Service Level Agreement with South Gloucestershire Council, and this was given some flexibility in terms of responding to the needs of the sector, including the representation roles CVS plays. The number of key partnerships that CVS participates in expanded to include:

- South Gloucestershire Local Strategic Partnership (LSP) - the new CEO is now Vice Chair of this partnership.
- South Gloucestershire Chief Officers Group (a sub-group of the LSP)
- Safer and Stronger Partnership (the new CEO is now Vice-Chair of this group)
- Safer and Stronger Senior Officers Group (a sub-group of the above)
- Safeguarding Board (new member from September 2020)
- Local Outbreak Management Plan ('Member-Led', LOMP) since April 2020
- SGC Community Hub (since its inauguration in April 2020)
- South Gloucestershire 'Keep it Local' Steering Group (since the group was started in March 2020)
- Sustainable Communities Strategy (LSP) group, since inception in 2021.
- SGC Inequalities Strategy group from its first meeting in 2021.
- West of England Civil Society Partnership (Director since July 2020)
- South Gloucestershire VCSE Leaders Board
- The Compact Implementation Group for South Gloucestershire

CVS SOUTH GLOUCESTERSHIRE

REPORT OF THE TRUSTEES

YEAR ENDED 31 MARCH 2021

1.1 Voluntary Community and Social Enterprise Sector Leaders' Board

Established in July 2011, the Leaders Board brings together VCSE Leaders from organisations that operate at a South Gloucestershire level.

Chaired and facilitated by CVS, the Leaders' Board also works strategically with South Gloucestershire Council and the Clinical Commissioning Group for Bristol, North Somerset and South Gloucestershire (BNSSG). During the year of 2020-21 members of the Board met at regular intervals attempting to share information, ideas and insights into the state of the sector and what the current situation was, what the future might bring after the pandemic had abated, and how to respond and help each other in a unique situation.

The Leaders' Board reported that its members had attracted £1,969,721 of non-council funding to support their service provision in the area. In addition, Leaders' Board member the Circadian Trust has generated a cumulative investment of over £11million since taking over the leisure centres in South Gloucestershire. It is now possible to evidence and quantify the social impact of Circadian Trust through its improvement in its users' health and wellbeing by using a Social Value Calculator developed by DataHub and partners. The Social Value generated by Circadian in 2018-19 was estimated to be nearly £15m across all activities and facilities - an increase on the previous year.

The Leaders' Board collaborative meetings aim to nurture partnership working between the significant VCSE organisations operating in South Glos. and to demonstrate the value that working together brings, both to the sector and with our public sector colleagues. The Leaders' Board has selected representatives for key strategic groups, such as Keep It Local, and is now looking into how the NHS restructure from a CCG into ICS, (Integrated Care System) and then several Integrated Care Partnerships (ICP's) across the BNSSG area. The influence that Leaders' Board can exert on the shaping of the new ICP for South Gloucestershire will be an important element of its work in the coming year.

As resources have become constrained over recent years, working together in a way that helps to ensure the provision of services for the people and communities across South Gloucestershire, continues and meets demand and aspirations, is crucial.

Four priorities for Leaders' Board for 2020 – 2021 were agreed:

- Responding to the Climate Emergency
- Supporting Early Help for Children and Families across South Gloucestershire
- Commissioning and Collaboration – SGC's Keep It Local/Future VCSE Funding group
- Systems Change across SGC, the CCG and the VCSE

These aims remained relevant throughout the period although the focus was very much on understanding and surviving during the Covid crisis.

1.2 West of England Civil Society Partnership (WoE-CSP) CIC

CVS South Gloucestershire is one of the seven founding members (Voscur, WERN, Wesport, The Care Forum, 3SG and VANS) of the Community Interest Company (CIC)

CVS SOUTH GLOUCESTERSHIRE

REPORT OF THE TRUSTEES

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registered in January 2019. CVS's new Chief Executive has become a Director of the WoE-CSP CIC, formerly since July 2020.

Our Chief Officer continued to work with CIC partners throughout the Covid pandemic and a focus of this was the volunteer response. With some national charities setting up new volunteer platforms, WoE-CSP partners pressed for a role for the existing volunteer centres that we facilitate, for local groups who had already reacted successfully as well as the existing infrastructure bodies who had all been supporting this largely local effort. As of March 2021 and led by VANS, which hosts the volunteer centres in North Somerset, the WoE-CSP is still negotiating with the NHS to develop a vaccine volunteers programme to support the GPs, pharmacies and the large sites that had been charged by UK Government with delivering vaccinations, once they were approved. The CSP considered that these people might then usefully become engaged with other types of local volunteering, if they were made more aware of the ways in which they could be supported to do this.

1.3 South Gloucestershire Compact

During the year we continued to support the work of the South Gloucestershire Compact Implementation Group. Our Chief Executive works with the independent Chair of the group to set the agendas and recruit new members.

During lockdowns the group was suspended and the meeting planned for June 2020 was cancelled, however the intention was to keep the momentum of the group, in order to refresh the Compact in South Gloucestershire, as outlined in the new South Gloucestershire Council Plan for 2020-24, so a Zoom meeting on 17th November gave us the opportunity to take stock of Compact matters in the light of the events of our recent past and our responses to them. We invited Councillors Franklin Owusu-Antwi and Ben Stokes to join us as newly-appointed Cabinet members in South Gloucestershire with responsibility for relationships with the VCSE sector and Compact members gave the group a brief account of the work they have been doing with the community as part of the COVID-19 response and any lessons learned from this work.

The Compact has new members including the Town and Parish Councils once again joining us after a gap and we are keen to make the forum a place for partnership and collaboration rather than for dispute and confrontation, as has been the previous experience of some members.

The group has since met regularly and undertook an exercise to map partnerships and networks using online tools. The results, as well as the exercise, is helping the new group to form into a working unit that understands its own and each other's roles in working with the VCSE in the area.

The new South Gloucestershire Council Plan 2020-24 identified a review or 'refresh' of the Compact agreement as an action under the Action Plan for Commitment 10 and a deadline for completion of that refresh is set as July 2022, giving the group time to re-form and renew its purpose.

1.4 South Gloucestershire Equalities Voice Partnership

This year was one where the issues of equalities and inequality were highlighted by the clear exacerbation of inequalities by the pandemic, and also the death of George Floyd in the USA

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triggering the Black Lives Matter movement, and a wider awareness of the continuing and systemic inequalities that persist in society. It was also a year where funding from South Gloucestershire Council where CVS receives funding on behalf of the Equalities Voice Partnership and convenes and supports the network in advancing the issues that partners have a focus on. The Partnership has evolved over the past few years and some growth in the work of the partner organisations has been a success, but also a recognition of the distance we still have to travel ten years on from the Equalities Act coming into law. There is a clear need to enhance the work of the partners over the coming years and we are delighted that SGC has made tackling inequalities a central part of its latest Council Plan. The delivery partners for Equalities Voice are South Gloucestershire Race Equality Network (SGREN), South Gloucestershire Disability Equality Network (SGDEN), The Diversity Trust, Southern Brooks Community Partnerships, Over 50's Forum and Age UK South Gloucestershire. We also work closely with SARI who deliver the Hate Crime service for the Council. SGC has appointed a dedicated Equalities Officer who has developed strong links with Equalities Voice and we have developed some ideas for how the partnership can assist Heads of Service within the Council to tackle some of the inequalities challenges they face. This could take the partnership towards a more co-productive relationship and also present a model for how the VCSE and public sector might seek to work even more co-operatively in the future.

1.5 Volunteer Centres

CVS continues to manage the core funding for the four South Gloucestershire Volunteer Centres, which enables them to support good practice in volunteering and help people to access volunteering opportunities, whatever their motivation for doing so. The four centres are: Yate, Filton Patchway and the Stokes, and Kingswood, which are run by Southern Brooks Community Partnerships and, Thornbury, which is an independent Volunteer Centre. The work of the partnership this year was affected by the pandemic, however the use of mutual aid, linking into to existing VCSE groups and the rise in volunteers needed for the vaccination programme since December 2020, has meant that the centres were still active and, that volunteering was much needed. The use of websites and social media dominated the response to Covid, due to the physical distancing rules in place. This has led the partnership to explore ways that it might develop its websites and IT systems and even link them together. The West of England CSP of which CVS-SG is a part, has also developed an arrangement with the NHS to attract and register volunteers for the vaccination sites and allow them to identify and take-up shifts at any site by using an app. This will also link to Volunteer Centres, encouraging them to place the relevant people into this programme, and for the programme to feed volunteers future opportunities from the volunteer centres. We are working together to promote the concept of volunteering being a primarily local activity where people who volunteer do so close to home. Additionally, the idea of 'passporting' experienced and registered volunteers between organisations and opportunities, obviating the need for multiple reference checks, DBS checks and associated delays, is an obvious step-forward, if we can get the resources in place to deliver the systems that will support it.

In the meantime, the pandemic has given rise to a new and positive focus on volunteering as a thing for younger people, for more people and as a way for people to re-connect or gain employability skills after the pandemic.

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2 Responding to the pandemic, adapting and collaborating, including support for emerging mutual aid response groups.

2.1 The Covid-19 Pandemic and Mutual Aid

This year was dominated by the health crisis caused by the SARS-CoV-2 virus, which led to lockdowns and restrictions, with individuals more vulnerable to serious negative outcomes from the virus being asked to shelter and others required to isolate if in close contact with those infected or displaying symptoms themselves. This drove the requirement for collection of shopping and prescriptions for those housebound and not able to obtain deliveries themselves. A wave of community action supported by social media platforms such as Facebook and WhatsApp allowed new groups to form, for people to request support and flag-up needs for others which members could respond to. The unofficial response by unregistered groups was a cause for some concern. However, CVS and Southern Brooks became involved in both offering support to these new groups and also linking across to public sector colleagues. This worked well with CVS organising a weekly Zoom session with an Associate and CEO hosting the session and developing resources for the groups on issues such as GDPR.

CVS began talks with the Quartet Foundation on the response by the sector and joined their weekly Covid grants panel throughout the first stage of grant making. CVS also attracted Quartet funding for extra work, for Southern Brooks call line for weekends and administered a small grant pot for mutual aid groups.

Southern Brooks also took on two mutual aid workers and they provided direct support to the mutual aid groups with regular calls and surveys on the work being done. This fed into the weekly Community Hub meetings convened by South Glos. Council, bringing CVS and SBCP into a forum with public health, CCG and a number of senior staff from departments at SGC. WERN were given a regional role on the BNSSG Silver Cell forum, through the WoE-CSP's link into the Voluntary Sector Emergencies Partnership, which was itself established to bring West of England's Local Resilience Forum (and other area's LRF's) together with the local VCSE response.

At the end March 2021, the pandemic is ongoing and there are still unmet needs being met by mutual aid which has evolved to focus on support around food and sometimes welfare and medical issues not being met or identified. Vaccines have been developed and are being rolled-out through GP's, pharmacies and mass vaccination sites, and as mentioned elsewhere, CVS has been involved with the WoE-CSP in developing a strong proposal for the NHS to buy-into existing infrastructure in managing the significant volunteering effort needed in the vaccination programme.

CVS has helped one central group develop its role and a website, using the Quartet grant pot. This group aims to provide a resource for information being shared with mutual aid groups by public bodies and also for the groups to help each other and possibly benefit from CVS support in formalising their group and developing their activities and governance structure, should they wish.

LOMP or Local Outbreak Management Plan was mandated by UK Government. CVS was invited to take part in developing the group where members lead the development of communication and intelligence on the local area's response. CVS suggested that a role for some Equalities Voice members was vital in tackling the pandemic locally as certain groups would respond better to communication targeted at their needs and messaging from trusted voices. This has proven to be a successful approach and part of the learning and

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development for CVS has been the importance of social media and websites and, at this time, re-posting vital public health messages.

2.2 Further Developments

Some other collaborative involvements for CVS-SG have spun out of the current situation. Two examples of this have been the Holidays and Food programme, extra UK Government funding to support re-engagement with learning and being active. This funding also helps to meet some of the increased demand for free school meals that has resulted from the loss of jobs and a reduction in income for many families. Designing and devising the procurement of the programme was something that CVS was invited to take part in.

Similarly, a new Inequalities Strategy is being developed by SGC due to the spotlight that Covid has shone on this area and the heightened inequality that has been experienced by some groups. CVS has been invited to take part in the development of this strategy, and has done so, seeking to bring the sector and our organisation to the forefront in addressing the key challenges that are identified as priorities in the Council's new Plan.

3 Developing the skills and capacity of the VCSE to adapt to a rapidly changing world

3.1 CVS Membership

CVS South Gloucestershire is a membership organisation. Voluntary, community and social enterprise organisations based in and/or delivering services to communities in South Gloucestershire, are eligible to be full members; individuals and statutory organisations (such as town and parish councils) are eligible to join as associate members.

Membership Fees and Membership Standards

Membership fees are now in place for and are graduated according to income of the organisation. New membership standards, which have now been adapted to suit home working for the organisations, are being rolled out for organisations without an external quality award and this form of recognition may grow in popularity, now that Trusted Charity (formerly PQASSO) is defunct.

Once a membership assessment is completed, groups and organisations receive a report and those meeting the standards at various levels are eligible to have an entry on the VCSE Directory (now known as the Membership Showcase), which is available on the CVS-SG Website.

The Directory was developed to show-case the work of CVS members across South Gloucestershire and is an important tool to maintain the recognition of the value of our local sector. CVS has targets set in our Service Level Agreement with South Gloucestershire Council and one of these is to increase membership and the number of local groups and organisations on the VCSE Directory.

CVS has also been a member of South Gloucestershire Council (SGC) Social Value Board, as the VCSE Directory is linked to their procurement portal. This means that

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companies bidding to deliver contracts from SGC can use the VCSE Directory to identify local group(s) organisation(s) to support as part of their commitment to social value in the area. Further development of the South Gloucestershire Council social value approach now forms part of the Keep It Local working group and our CEO is a member of the Commissioning and Procurement subgroup alongside SGC Head of Procurement and others.

3.2 Annual VCSE Conference 2020

The annual VCSE Conference 'A Climate of Change' was to be held on 20th March 2020 but unfortunately had to be postponed due to the Covid-19 pandemic. The conference was being planned with partners South Gloucestershire Council and The Care Forum, with a focus on solutions to help local VCSE groups and organisations explore their role in mitigating the impacts of climate change and the biodiversity crisis, helping local people to deal with, and also try to reduce its effects. By the year end, the conference had not been able to take place as the pandemic is ongoing. The long-term and serious disruption to the sector now extends beyond the conference, and amongst many other activities and services, CVS will need to consider how conferences and meetings are to be organised. At the time of writing, the current online-only default for this type of event is the only permitted option for large events but is not the ideal solution for conferences, as much is lost by not gathering and interacting in-person. The current thinking is that any 2021 conference that may be possible (and wise) will likely be a hybrid event with some attendees present and some virtual. We continue to consider this as a Board.

3.3 Supporting SGDEN via CVS-SG Seconding Staff

As part of our continued commitment to help develop equalities groups and networks in South Gloucestershire, we have continued to work with Disability Equality Network (DEN), including the provision of a part-time member of staff to support their work. The person is employed by CVS-SG and seconded to SGDEN. CVS provide advice and support regarding staff management and work planning. As with all these support/develop/nurture roles, our long-term goal is for the group to employ staff directly or through a network member. The SDEN officer returned from maternity leave this year and talks between SDEN Chair, a network member, CVS and the employee agreed that the transfer of employment to the network member organisation could go ahead this year, subject to due diligence and final agreement on the terms of the TUPE transfer.

3.4 Supporting SGREN

The South Gloucestershire Race Equality Network (SGREN) has been supported by CVS for a number of years through management of their annual grant, the employment of part-time staff members and over the past two years, a CVS Associate taking a role in developing the profile and the membership of SGREN, developing a website, using social media and organising events. The SGC funding has not proved sufficient to attract someone who can embrace the task of supporting and developing the network and, SGREN has been clear that it is now ready to take on its first employee, with the assistance of CVS. To that aim, we have been seeking a funding source suitable and have also held talks with regional officers at the Lottery

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in terms of a Reaching Communities bid to create a post and employ a 0.6-plus FTE worker for two-to-three years. This application is now being finalised by SGREN and CVS.

3.5 Information Services

We have continued to develop our communications and reach on social media, and website and we currently have 347 people signed up to our e-alert service. Our e-alert service during the year had 109 events listed, 124 funding opportunities advertised, and 31 consultations promoted.

Our job advertising service has seen a quieter year throughout the pandemic, generating 93 job advertisements during the year, generating £4,000 income. Working in partnership with the Volunteer Centres and the new Mutual Aid Groups, we also advertised 72 volunteering vacancies.

3.6 Governance Training for groups

We were commissioned by Quartet through a grant to provide two training sessions on governance and financial policies and procedures, of which one was delivered face-to-face and one online to local organisations, as was the change imposed on us by Covid. Both sessions were not as well attended as hoped and the requirement for the topics and delivery methods CVS offers for its training are subject to ongoing review by the team, in light of the situation and its knock-on effect to the status-quo of training and support provision for the VCSE sector. The feedback that we are getting tells us that more bespoke support is what is being sought by members and non-members alike, with referrals from SGC reinforcing that perspective.

3.7 CVS Associates

CVS-SG has a number of preferred consultants on which we can draw to provide high quality support services over and above that which our SLA supports and can enable VCSE organisations to progress, develop and grow. This year their work has included:

- *Connecting Kingswood* – this piece of engagement work was designed to generate detailed responses from across this community in order to inform the exciting Kingswood developments that are planned over the next few years and the Connecting Kingswood partnership is the overseeing body for much of this work. CVS was required to alter its original plan but to progress the project via online and a few physical surveys and one-to-one calls to businesses etc. The surveys were a real success but with the significant weakness of not being able to obtain feedback from young people due to the closure of youth work projects and services.
- *Whitfield Tabernacle* - during the year an Associate continued their work to support the Trustees of this charity which CVS-SG helped to establish in 2017. The transfer of ownership of the Tabernacle to the charity and work with SGC on an application to the WECA-managed Love Your Streets fund is part of this work.

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- Turnberries - A CVS Associate has worked with the remaining Trustees of a local group to support them to develop a strategic plan to make the best use of this important asset to the community of Thornbury and link it to other projects that are reliant on a stable venue to host services and projects.

4 Maintaining momentum in key strategic work: Keep It Local/ Future Funding of the sector; gathering information and generating intelligence on the VCSE sector, identifying gaps and putting relevant support in place, where possible.

4.1 Keep IT Local

South Gloucestershire Council won Locality's Keep it Local Award in 2019 and this has led to the development of a new approach to the VCSE sector. The Future Funding Group has become part of the Keep It Local steering group with the Independent Chair of the Compact and the CVS Chief Executive, along with two representatives put forward by the VCSE Leaders Board, the BNSSG CCG/ICS as well as officers from across the Council. There is also a small 'core' group consisting of two SGC champions, CEO of CVS and the Compact Chair. The aim is to expand the larger steering group and maintain the oversight of the core group.

This work has accounted for much time of the CEO in the past year. However, cementing CVS' role in the co-design/co-production of this work is essential to maintain our role in support, development and representation of the sector.

Local funders and other public bodies are to be invited to join some of the workstreams of Keep It Local, including the securing of long-term investment for the VCSE in South Gloucestershire, looking at a pan-SGC commissioning and procurement approach and considering the outcomes sought from a set of policies around public sector asset transfer.

4.2 VCSE Survey

In previous years CVS would undertake a large and comprehensive annual survey of the VCSE sector in South Gloucestershire. However, due to the unique situation we found ourselves in, the vast array of surveys being generated by organisations at national and regional level and the volatile environment that the sector was struggling with, we considered that a survey of this kind would not be an attractive proposition for members nor as useful to us as it has been in past years. We decided that short, snapshot surveys though the year, would be easier to engage-with, and also provide a more up-to-date picture of the state of the sector at any point.

With the health and economic crises very much uncertain, a more agile way of working and responding to the needs of the sector is required from CVS. The strategic work with the Council, the Clinical Commissioning Group and bringing VCSE Leaders Board and others in the sector into these key areas, which will exert a major influence on the opportunities for the sector, is a vital role. CVS will continue to work closely alongside local funders, such as Quartet and the Lottery, who themselves undertake and value local intelligence and information to inform their future resourcing of the VCSE and funding programmes.

Working closely with key figures in the Council through Keep It Local and with other public sector bodies through the Compact, will allow CVS to develop awareness and foresight on

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the requirements for information on the VCSE these organisations have so that we can respond and develop ways to assess and meet these requirements.

4.3 Climate Action

Through our work with the Council and other members of the Local Strategic Partnership, we agreed that focus on Climate Change and the Biodiversity or 'nature' crises was a priority. We continue to work with the Council's Senior Environmental Policy & Climate Change Officer to support Climate Action Groups and develop the role of the sector across the area, holding regular meetings, and providing support to develop new groups and projects. The funding that we originally sourced from Lottery's Awards for All in respect of support on training for fundraising did not attract great interest amongst climate groups so, we have proposed to Lottery that we re-direct this support towards a wider range of support including for the development of new groups, particularly in disadvantaged areas, where these issues do not result in the formation of action groups so readily. We have targeted the housing associations in our area as potential partners to identify groups, neighbourhoods, people and places where projects may be developed.

This is subject to confirmation of virement from the National Lottery Community Fund being granted.

CVS has developed with our SGC partner, a new Climate Action Membership Standard, with three elements for VCSE organisations to work towards: (i) reducing organisational impact (ii) readiness to mitigate the impact of climate change on the organisation's operations (iii) playing a role to support the local community in the extreme weather events that will occur more frequently and intensely as a result of climate change (e.g. flooding or heatwaves).

It remains our intention to hold a joint conference with SGC Climate team with a theme of the Climate and Nature crises, and although this has not been possible due to Covid, we are hopeful that a 2021 event can take place and keep put attention on this fundamental and long-term priority.

5 Position CVS South Gloucestershire as an essential advice, support and representation body, able to deliver its mission and sustaining a thriving VCSE.

From the start of the pandemic and the associated restrictions, thoughts about how the VCSE and the public sector work can together have been influenced by the strong community (mutual aid) response and support from CVS and Southern Brooks among others, to provide mutual aid and other community efforts. Partnership working has become even more important, and the future shape of the VCSE, protecting key organisations and their services, further encouraging community responses to emergencies and issues, and sustaining the unprecedented volunteering effort into something longer-term, if possible, are seen as important elements.

CVS is working with the Volunteer Centres and the Volunteer Partnership in South Gloucestershire to progress the concept of volunteering and its recognition as largely a local activity that can benefit individual wellbeing, services to communities, organisations and businesses alike. The WoE-CSP has also been a vehicle for this message and the CSP continues to seek to work with funders and public bodies in bringing resources into place to promote and deliver first class volunteering services across the region.

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The Local Strategic Partnership continues to offer an opportunity for public sector, VCSE, and private sectors to work together to achieve common aims in advancing quality of life in the area. CVS-SG Vice Chairs the partnership and takes a role in agenda-setting and planning for the meetings. However, engagement in collaborative and co-productive work has been sparse, and therefore a refresh of the Sustainable Communities Strategy which sits above and guides the LSP is being planned. CVS will be part of a small group to lead the new strategy.

Central to the Council's new plan is their declaration of climate and nature emergencies. CVS-SG has also declared this emergency and is working to adapt its operations, as well as support the sector to adapt and where possible, mitigate these situations. This includes developing a climate and nature standard as part of our Membership process.

The Covid pandemic was of course a health crisis and changes to the health system in the NHS England plan to change the current structure of the Clinical Commissioning Groups (CCG's) into Integrated Care Systems (ICS) under which a number of ICP (care partnerships) operate, has moved ahead. This significant change has not been well promoted and as well as opportunity, there is some concern about how these new structures will operate and how they will involve the VCSE. Linking the sector into this reorganisation will be a key area of work for CVS-SG in 2021-22.

Keep It Local and the Future Funding of the VCSE will also play a fundamental role in shaping the future of the sector and its relationship with the local authority. Moreover, this project and its aims could be a suitable vehicle to unify the partners of the LSP, certainly the public sector partners and influence how Avon and Somerset Police, the Police and Crime Commissioner, the Fire & Rescue Service and other partners work with the VCSE and the LSP over the next few years. CVS will advocate for this direction of travel for the partnership and the essential role the sector has to play, both as an ecosystem of independent civil society organisations and as partners which complement and support the delivery of statutory services.

CVS-SG will enhance its case as an essential element of support for a thriving VCSE sector, which improves quality of life for people and communities in our area.

6 Financial Review of 2020-21

Funding

This financial year, CVS delivered on the three-year (2018 – 2021) Service Level Agreement with South Gloucestershire Council, which funds some of our work and we continued to manage funding on behalf of the four Volunteer Centres and South Gloucestershire Equalities Voice partnership. The SLA also included a £30,000 uplift to recognise the need for support work to the sector to be funded alongside our strategic work.

Equalities Voice enables organisations to work together across the area, in identifying and helping to tackle inequality. CVS will continue to host and develop the network, its influence and the information on 'equalities' pages of our website, and encouraging good practice across the sector. Our CEO recorded a public piece for the Council this year celebrating ten years of the Equalities Act as part of our role in promoting this agenda. The partners of Equalities Voice are: Age UK South Gloucestershire, the Over 50's Forum, SGREN, SGDEN Southern Brooks Community Partnerships (SBCP) and The Diversity Trust. Through this

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programme we will also be supporting partners to join up work more closely with SARI (Stand Against Race Inequality) who are continuing to deliver Hate Crime services in our area.

We continued to develop our charged-for services offer and build our Associates structure, whilst retaining quality in what we offer and communicating clearly how this fits with CVS's paid-for support to the sector, and its membership offer. We continued to work in partnership with Thornbury Volunteer Centre, and Southern Brooks Community Partnerships, SGREN, SDEN, West of England Rural Network (WERN) and The Care Forum (TCF).

We were successful in a number of bids to deliver consultancy projects and to provide support for local organisations, and see this as a potential area of growth in the future, whilst our core service must be recognised and paid-for by a combination of the sector and the public services that the VCSE supports.

We were successful in funding bids to Quartet Community Foundation to provide targeted support for the South Gloucestershire area mutual aid/ community response effort, and also in a bid to The National Lottery Community Fund for support to the climate groups in our area.

Total income for 2021 was £272,697, an increase of almost £20,000 on income of £252,741 in 2020, most of which was a result of additional grants received for responding to Covid-19 needs and mutual aid. This additional funding meant that we could increase grant funding, enabling us to make grants to mutual aid groups of £12,478. Despite this increase, home working enabled us to make savings in support costs of almost £20,000, meaning total expenditure for the year reduced from £246,683 in 2020 to £236,706 in the current year. This resulted in a surplus for the year of £35,991 (2020: £5,878). Total funds carried forward at the end of the year are £102,089 (2020: £66,098).

Reserves Policy

In line with guidance issued by the Charity Commission, the trustees have reviewed the charity's need for reserves. The charity requires unrestricted reserves approximately equal to around three months running costs, equating to around £23,300. The Trustees believe that this represents a minimum level of reserves necessary to ensure the effective and efficient operation of the charity for the benefit of its clients. The charity has unrestricted funds of £86,314 of which £40,310 has been designated to ensure that the charity has the funds to cover redundancy and wind up costs. The excess of unrestricted funds of £22,704 have been allocated to safeguard against future income generating shortfalls and towards the exploration of new future business opportunities.

Structure, Governance and Management

Governing document

CVS South Gloucestershire incorporated on 14th July 2003 as a private company limited by guarantee. The company became a registered charity on 26th September 2003.

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The company is governed by the Memorandum and Articles of Association dated 13 May 2003, updated on 19th November 2008 and amended on 15th September 2010 and 6th July 2011. In accordance with section 28 of the Companies Act 2006, the Memorandum of Association is deemed part of the Articles of Association with from 15th September 2010.

In the event of the company being wound up, members are required to contribute an amount not exceeding £1 towards the cost of dissolution and the liabilities incurred by the charity when the contributor was a member.

Recruitment & appointment of the Board of Trustees

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles, are known as members of the Board of Trustees. Under the requirements of the Articles of Association, one third of the members of the Management Committee must resign at each AGM, the longest in office retiring first. A retiring trustee may be re-elected at the same Annual General Meeting.

CVS South Gloucestershire works to provide development, support and representation to the voluntary, community and social enterprise sector (VCSE) in South Gloucestershire and its membership is drawn from these groups who are either based in or providing services to communities in South Gloucestershire.

CVS South Gloucestershire is governed by a Board of Trustees who are elected by the members of the organisation. We look for members with business acumen and experience of management, alongside knowledge of our work with voluntary organisations, community groups and social enterprises and strategic work with public and private sector partners. Individuals, with appropriate skills to enhance the Board of Trustees and development of the charitable company may also be approached or offer themselves for election or co-option to the Board of Trustees.

The full Board of Trustees meets at least four times a year, one meeting to review strategic plan and agree future priorities with some business undertaken by electronic means.

Trustee induction & training

Trustee induction consists of an introduction to the organisation and its activities and projects and includes details of their duties and responsibilities as Trustees. All Trustees are encouraged to attend appropriate training to facilitate their undertaking of the role.

Risk Management

Trustees regularly log major strategic, business, financial and operational risks which the charity faces and have established procedures to manage organisational risks to ensure compliance with best practice and legislation, and to cover the delivery of projects.

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A new approach to risk management for 2021 has been discussed and a sub-group of the Chair, CEO and a Trustee experienced in risk management was established to take this forward.

Public Benefit Statement

In preparing this report the Board of Trustees has complied with the duty under Section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission in relation to meeting the public benefit requirement.

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Risk Management

Trustees regularly log major strategic, business, financial and operational risks which the charity faces and have established procedures to manage organisational risks to ensure compliance with best practice and legislation, and to cover the delivery of projects.

A new approach to risk management for 2021 has been discussed and a sub-group of the Chair, CEO and a Trustee experienced in risk management was established to take this forward.

Public Benefit Statement

In preparing this report the Board of Trustees has complied with the duty under Section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission in relation to meeting the public benefit requirement.

CVS SOUTH GLOUCESTERSHIRE

REPORT OF THE TRUSTEES

YEAR ENDED 31 MARCH 2021

Statement of Trustees' responsibilities

The trustees (who are also directors of CVS South Gloucestershire for the purposes of company law) are responsible for preparing the Trustees' Report (incorporating the directors' report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Accepted Accounting Practice).

Company law requires the trustees 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 income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

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

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

Approved by the Board on 27 July 2021

P Steel
Chair of Trustees

CVS SOUTH GLOUCESTERSHIRE

REFERENCE AND ADMIN INFORMATION

YEAR ENDED 31 MARCH 2021

Charity Name CVS South Gloucestershire
Charity Registration No: 1099702
Company Registration No: 04831569

The Board of Trustees

Name	Nominating Member Organisation	Position	Status
Peter Steel	Age UK	Chair From December 2015	Re-elected September 2019
Deborah Gee	Creative Youth Network	Trustee Treasurer	Re-elected September 2019
Mark Crutchley	Circadian Trust	Trustee	Re-elected September 2020
Jamie Gill	1625 Independent People	Trustee	Re-elected September 2020
Berkeley Wilde	The Diversity Trust	Trustee	Elected September 2017
Julie Close	Southern Brooks Community Partnerships	Trustee	Elected September 2017 Resigned December 2020
Janice Suffolk	Juice CIC	Trustee	Elected September 2020
Rhiannon Holder	Developing Health and Independence	Trustee	Elected September 2019
Amanda Robbins	Bromford Housing	Trustee	Elected 2019
Sue Parsons	Winterbourne Medieval Barn	Trustee	Elected 2019

Chief Executive Officer

Steve Curry

Registered office

Poole Court
Poole Court Drive
Yate
BS37 5PP

Independent Examiner

Joshua Kingston, FCA
Burton Sweet Limited
Chartered Accountants
The Clock Tower
5 Farleigh Court
Old Weston Road
Flax Bourton
Bristol. BS48 1UR

CVS SOUTH GLOUCESTERSHIRE

REFERENCE AND ADMIN INFORMATION

YEAR ENDED 31 MARCH 2021

Bankers

Lloyds TSB plc
Westbury-On-Trym branch
15 High Street
Bristol.

CVS SOUTH GLOUCESTERSHIRE

REPORT OF THE INDEPENDENT EXAMINER

YEAR ENDED 31 MARCH 2021

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

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

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

Joshua Kingston, BSc., ACA
Burton Sweet Chartered Accountants
The Clock Tower
5 Farleigh Court
Old Weston Road
Flax Bourton
Bristol BS48 1UR

Date: 27 July 2021

CVS SOUTH GLOUCESTERSHIRE

STATEMENT OF FINANCIAL ACTIVITIES (Including Income & Expenditure Account)

YEAR ENDED 31 MARCH 2021

		Unrestricted Funds	Restricted Funds	Total funds 2021	Total funds 2020
	Note	£	£	£	£
Income from:					
Donations and legacies	2	3,614	698	4,312	3,506
Charitable activities	3	106,948	161,408	268,356	249,019
Investment income		29	-	29	216
Total income		110,591	162,106	272,697	252,741
Expenditure on:					
Charitable activities	4	79,274	157,432	236,706	246,863
Total expenditure	7	79,274	157,432	236,706	246,863
Net income/(expenditure) and movement in funds	7	31,317	4,674	35,991	5,878
Gross transfers between funds	15	1,534	(1,534)	-	-
Net movement in funds		32,851	3,140	35,991	5,878
Total funds at 1 April		53,463	12,635	66,098	60,220
Total funds at 31 March	15	86,314	15,775	102,089	66,098

The Charity has no recognised gains or losses other than the results for the year as set out above.
All of the activities of the Charity are classed as continuing.

See note 10 for fund comparatives

The notes on pages 23 to 33 form part of these financial statements

CVS SOUTH GLOUCESTERSHIRE**BALANCE SHEET****AT 31 MARCH 2021**

Company number: 04831569

		2021	2020
	Note	£	£
Current assets			
Debtors	12	7,671	19,976
Cash at bank		<u>105,662</u>	<u>63,398</u>
		113,333	83,374
Creditors: Amounts falling due within one year	13	<u>(11,244)</u>	<u>(17,276)</u>
Net assets		<u><u>102,089</u></u>	<u><u>66,098</u></u>
Funds			
Restricted funds	16	15,775	12,635
Unrestricted funds	16		
<i>Designated funds</i>		40,310	30,000
<i>General funds</i>		<u>46,004</u>	<u>23,463</u>
		<u><u>102,089</u></u>	<u><u>66,098</u></u>

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.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

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 companies subject to the small companies' regime.

These accounts were approved by the Board on 27 July 2021 and signed on their behalf by:

.....
P Steel
Chair of Trustees

The notes on pages 23 to 33 form part of these financial statements

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

1 Accounting policies

1.1 Basis of preparation

The financial statements have been prepared under the historical cost convention, in accordance with the Companies Act 2006 and the Statement of Recommended Practice in accordance with Financial Reporting Standard 102. The Charity is a public benefit entity.

The trustees know of no reason why the charity might not continue as a going concern, therefore the accounts have been prepared on this basis.

1.2 Income

All income becoming available to the Charity in the year is recognised in the Statement of Financial Activities (SOFA) when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Income is deferred only when the Charity has to fulfil conditions before becoming entitled to it and where the donor has specified that the income is to be expended in a future period.

Donations and legacies includes income generated from gifts, donations, legacies and grants and is included in full in the SOFA when receivable. Grants where entitlement is not conditional on the delivery of specific performance by the Charity are recognised when the Charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the Charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

Grants receivable are accounted for on a receivable basis and allocated to the appropriate fund.

1.3 Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. The charity is not registered for VAT. Expenditure includes all VAT which cannot be recovered, and is reported as part of the expenditure to which it relates.

Expenditure on charitable activities comprises those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries. CVS South Gloucestershire advocates on behalf of the sector through our strategic work. We provide free information and charge (at low cost) for services primarily provided to the voluntary community and social enterprise (ICSE) organisations. Where possible we grant fundraise for the provision of support to groups in crisis. It includes both costs that can be allocated directly to this activity and those costs of an indirect nature necessary to support them.

Support costs include the costs of staff for the general support activity of the office. They have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. staff costs by time spent.

Governance costs are included within charitable activities and include all those costs associated with meeting the constitutional and statutory requirements of the Charity and include the independent examination fees and costs linked to the strategic management of the Charity.

1.4 Tangible fixed assets and depreciation

Tangible fixed assets costing more than....other than freehold land are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Computer equipment	33% straight line
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1.5 The charity operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the charity and are independently administered. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

1.6 Funds

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with the specific restrictions imposed by donors which have been raised by the Charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

2 Donations and legacies

	Unrestricted funds	Restricted funds	Total funds 2021	Total funds 2020
	£	£	£	£
Donations	4	698	702	8
Membership	3,610	-	3,610	3,498
	3,614	698	4,312	3,506

All memberships and donations received in 2020 were unrestricted.

3 Income from Charitable activities

	Unrestricted funds	Restricted funds	Total funds 2021
	£	£	£
Representation and strategic development	75,743	6,300	82,043
Developing skills and capacity			
SG Race Equality Network	-	12,000	12,000
SG Disability Equality Network	-	6,075	6,075
Information Services	2,874	-	2,874
Partners' funding - Government grants			
Equalities SLA	-	48,000	48,000
Volunteer centres funding	-	29,600	29,600
Consulting	28,331	24,055	52,386
Mutual Aid Groups	-	18,530	18,530
COVID Assistance	-	16,848	16,848
	106,948	161,408	268,356

Prior year

	Unrestricted funds	Restricted funds	Total funds 2020
	£	£	£
Representation and strategic development	67,739	3,569	71,308
Developing skills and capacity			
Social Enterprise & Innovation Programme	-	24,061	24,061
SG Race Equality Network	-	14,000	14,000
SG Disability Equality Network	-	8,305	8,305
Conference	124	-	124
Information Services	2,920	-	2,920
Other projects	-	2,000	2,000
Partners' funding - Government grants			
Equalities SLA	-	48,000	48,000
Volunteer centres funding	-	32,800	32,800
Consulting	24,319	21,182	45,501
	95,102	153,917	249,019

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

4 Expenditure on Charitable activities

	Grants payable (note 5)	Direct costs	Support costs (note 6)	Total 2021
	£	£	£	£
Representation and strategic development	-	7,828	53,056	60,884
Developing skills and capacity				
SG Race Equality Network	-	7,757	2,353	10,110
SG Disability Equality Network	-	155	5,920	6,075
Membership	-	400	900	1,300
Information Services	-	87	-	87
Governance training	-	499	2,074	2,573
Partners' funding				
Equalities SLA	48,000	-	-	48,000
Volunteer centres funding	29,600	-	-	29,600
Consulting	-	46,605	1,186	47,791
Mutual Aid Groups	12,478	5,978	11,830	30,286
	90,078	69,309	77,319	236,706

	Grants payable (note 5)	Direct costs	Support costs (note 6)	Total 2020
	£	£	£	£
Prior year				
Representation and strategic development	-	11,782	64,061	75,843
Developing skills and capacity				
Social Enterprise & Innovation Programme	-	17,223	17,494	34,717
SG Race Equality Network	-	12,169	1,655	13,824
SG Disability Equality Network	-	1,236	7,320	8,556
Membership	-	14	900	914
Conference	-	432	-	432
Information Services	-	196	600	796
Other projects	-	849	-	849
Governance training		26		26
Partners' funding				
Equalities SLA	48,000	-	-	48,000
Volunteer centres funding	32,800	-	-	32,800
Consulting	-	26,661	3,445	30,106
	80,800	70,588	95,475	246,863

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

5 Grants payable

	2021	2020
	£	£
Volunteer Centres		
Southern Brooks Community Partnerships:		
Patchway, Yate Volunteering, Kingswood Volunteering, Filton & Stokes Volunteer Centre	22,200	24,600
Volunteer Centre Thornbury - SGC 3 year grant	7,400	8,200
	<u>29,600</u>	<u>32,800</u>
Equalities Partnership		
Southern Brooks Community Partnerships for Community Cohesion	12,000	12,000
AGE UK South Gloucestershire	3,633	3,633
South Gloucestershire Disability Equality Network	12,000	12,000
The Diversity Trust	12,000	12,000
Over 50's Forum	8,367	8,367
Mutual Aid Groups	12,478	-
	<u>60,478</u>	<u>48,000</u>
Total grants payable to organisations	<u>90,078</u>	<u>80,800</u>

6 Support costs

	Office costs	Premises costs	Payroll & staff costs	Total 2021
	£	£	£	£
Representation and strategic development	10,010	13,302	29,744	53,056
Developing skills and capacity				
SG Race Equality Network	-	-	2,353	2,353
SG Disability Equality Network	-	-	5,920	5,920
Membership	69	150	681	900
Information Services	-	-	-	-
Governance training	-	-	2,074	2,074
Partners' funding				
Consulting	-	-	1,186	1,186
Mutual Aid Groups	69	150	11,611	11,830
	<u>10,148</u>	<u>13,602</u>	<u>53,569</u>	<u>77,319</u>

Support costs are allocated to activities based on usage of individual resources.

Prior year

	Office costs	Premises costs	Payroll & staff costs	Total 2020
	£	£	£	£
Representation and strategic development	7,396	19,883	36,782	64,061
Developing skills and capacity				
Social Enterprise & Innovation Programme	1,105	2,402	13,987	17,494
SG Race Equality Network	104	225	1,326	1,655
SG Disability Equality Network	77	167	7,076	7,320
Membership	69	150	681	900
Information Services	46	100	454	600
Partners' funding				
Consulting	-	-	3,445	3,445
	<u>8,797</u>	<u>22,927</u>	<u>63,751</u>	<u>95,475</u>

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

7 Net income for the year

This is stated after charging:

	2021	2020
	£	£
Independent examiner's fees	900	850
Independent examination	1,620	1,550
Accountancy		

None of the Trustees (or any persons connected with them) received any remuneration, benefits or expenses from the Charity for their work as Trustees (2020- £nil).

8 Staff costs and numbers

The aggregate payroll costs were:

	2021	2020
	£	£
Wages and salaries	57,503	58,448
Social security costs	3,028	4,786
Pension contributions	2,683	3,476
	63,214	66,710

The number of employees whose emoluments as defined for taxation purposes amounted to over £60,000 in the year was nil (2020 - nil).

The senior management team includes the posts of Chief Officer and Finance Officer.

The aggregate payroll costs for the senior management team were:

	2021	2020
	£	£
Wages and salaries	28,875	47,214
Social security costs	1,795	4,332
Pension contributions	1,613	2,386
	32,283	53,932

The average weekly number of employees during the year, calculated on the basis of head count:

	2021	2020
	No.	No.
Management, administration and support	6	6
	6	6

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

9 Taxation

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

10 Fund Comparatives for the Statement of Financial Activities

	Unrestricted Funds £	Restricted Funds £	Total funds 2020 £
Income from:			
Donations and legacies	3,506	-	3,506
Charitable activities	95,102	153,917	249,019
Investment income	216	-	216
Total income	98,824	153,917	252,741
Expenditure on:			
Charitable activities:	93,209	153,654	246,863
Total expenditure	93,209	153,654	246,863
Net income/(expenditure) and net movement in funds	5,615	263	5,878
Total funds at 1 April 2019	47,848	12,372	60,220
Total funds at 31 March 2020	53,463	12,635	66,098

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

11 Tangible fixed assets

	Computer equipment £	Total £
Cost		
At 1 April 2020 and 31 March 2021	3,218	3,218
Depreciation		
At 1 April 2020 and 31 March 2021	3,218	3,218
Net book value		
At 31 March 2020 and 31 March 2021	-	-

12 Debtors

	2021 £	2020 £
Trade Debtors	7,671	3,110
Taxes and social security costs	-	246
Prepayments	-	16,620
	<u>7,671</u>	<u>19,976</u>

13 Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	2,211	4,950
Taxes and social security costs	652	-
Accruals	8,381	12,326
	<u>11,244</u>	<u>17,276</u>

14 Operating Leases

At 31 March 2021 the organisation had total minimum commitments under non-cancellable operating leases payable as set out below:

	Equipment 2021 £	2020 £
Operating lease commitments payable:		
Within 1 year	-	525
Between 2 to 5 years	-	-

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

15 Movement in funds

	At 1 April 2020 £	Income £	Expenditure £	Transfers £	At 31 March 2021 £
Restricted funds					
AWG Management	1,500	-	(1,500)	-	-
Community Accountancy Service	-	4,056	(3,521)	-	535
CIG Compact Chair	295	150	(445)	-	-
Climate Action Fund (Big Lottery)	5,700	-	-	-	5,700
Community Development and Support	1,016	15,000	(10,195)	-	5,821
Connecting Kingswood	1,170	6,150	(7,321)	1	-
Digital Leaders	(216)	-	-	216	-
Equalities SLA	-	48,000	(48,000)	-	-
Governance support (Quartet)	1,974	-	(2,573)	599	-
Quartet Grant re Covid	-	16,848	(16,561)	-	287
SGC Mutual Aid funding	-	3,530	(3,530)	-	-
SG Disability Equality Network	670	6,075	(6,075)	-	670
SG Race Equality Network	176	12,000	(10,111)	-	2,065
Social Value	-	697	-	-	697
Volunteer Centres	-	29,600	(29,600)	-	-
Whitfield Tabernacle	350	20,000	(18,000)	(2,350)	-
	<u>12,635</u>	<u>162,106</u>	<u>(157,432)</u>	<u>(1,534)</u>	<u>15,775</u>
Unrestricted funds					
Designated - closedown fund	30,000	-	-	-	30,000
Designated activity funds	-	-	-	10,310	10,310
General funds	23,463	110,591	(79,274)	(8,776)	46,004
	<u>53,463</u>	<u>110,591</u>	<u>(79,274)</u>	<u>1,534</u>	<u>86,314</u>
Total funds	<u>66,098</u>	<u>272,697</u>	<u>(236,706)</u>	<u>-</u>	<u>102,089</u>

Transfers have been made to the Connecting Kingswood, Digital leaders and Governance Support funds from General funds, to account for costs incurred over and above the funds remaining in the restricted fund.

AWG Management Committee

Funding time for us to provide more in-depth support for Management Committees in South Gloucestershire.

CIG Compact Chair

Funding for the honorarium of the Independent Compact Implementation Group Chair.

Digital leaders

A project led by Voscur and funded by the Department of Culture, Media and Sport to support local VCSE leaders develop their organisation's digital approaches.

Equalities SLA

A new three year Service Level Agreement from SGC which CVS manages on behalf of the SG Equalities Partnership.

SG Disability Equality Network

Providing support to the Network by employing their first member of staff, and seconding them to the Network.

South Gloucestershire Race Equality Network

Funding from South Gloucestershire Council for CVS to employ the Network's first part time Development Officer and to work with them to build their capacity to apply for future funding to support their work.

Strategic volunteering

Funding from John Lewis to support the development of Involve South Gloucestershire.

South Gloucestershire Council 3 year grant

Investment from SGC which funds some of CVS Strategic Work, Information Services and work to support the Compact. The agreement includes core funding for the Volunteer Centres and delivery partners are: Thornbury Volunteer Centre, Yate Volunteer Centre, Southern Brooks Community Partnerships (Patchway, Filton and the Stokes Volunteer Centre) and Community Ignite (Volunteering Kingswood).

CVS SOUTH GLOUCESTERSHIRE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

15 Movement in funds (continued)

Whitfield Tabernacle

Funding from South Gloucestershire Council for CVS South Gloucestershire to support the development of a Trust to preserve the heritage of the site and support an initial business plan and to fundraise for future development work. At the end of the project, the remaining funds were transferred to General funds in recognition of costs borne by the charity, as permitted by the agreement.

Climate Action fund

This is an Awards for All grant for 2020-21 to support the engagement with Climate Action Groups across the area, to deliver a series of training sessions for this emerging community action network.

Connecting Kingswood

This is a Southern Brooks project through which CVS and Associates will provide engagement and project management services.

Governance Support – Quartet

Funding from Quartet Community Foundation to support groups with submitting their statutory returns & ensuring they have the correct Governance structures in place.

Develop skills & capacity

Funding to maintain up to date data and intelligence about the VCSE enabling the early identification of gaps and trends enabling CVS to develop the Skills capacity of the sector.

SGC Mutual Aid funding

CVS South Gloucestershire received funding from South Gloucestershire Council on behalf of Mutual Aid Groups, vulnerable citizens, community organisations and volunteers.

Quartet Covid 19 Grant

Coronavirus Response Fund - funding to deliver support in partnership with Southern Brooks, to South Gloucestershire Mutual Aid Groups, vulnerable citizens, community organisations and volunteers.

NAVCA

VCS Emergencies Partnership - Contribution to weekly surveys and engagement meeting re support during Covid-19. attendance at webinars to represent the local sector.

Social Value fund

Funding initiated through the south Gloucestershire Council procurement process, by which local businesses donate funds to support local VCSE groups.

Designated activity funds

The trustees transferred funds for ongoing activities into a separate designated fund to ensure they were available for completing the projects in question.

Designated close down fund

Funds set aside to cover costs in the event that the charity must close down.

CVS SOUTH GLOUCESTERSHIRE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

15 Movement in funds - prior year

	At 1 April 2019 £	Income £	Expenditure £	Transfers £	At 31 March 2020 £
Restricted funds					
AWG Management	-	3,500	(2,000)	-	1,500
Community Accountancy Service	(638)	2,082	(1,444)	-	-
CIG Compact Chair	585	494	(784)	-	295
Climate Action Fund (Big Lottery)	-	5,700	-	-	5,700
Community Development and Support	-	7,500	(6,484)	-	1,016
Connecting Kingswood	-	3,075	(1,905)	-	1,170
Digital Leaders	-	-	(216)	-	(216)
Equalities SLA	-	48,000	(48,000)	-	-
Governance support (Quartet)	-	2,000	(26)	-	1,974
SG Disability Equality Network	920	8,305	(8,555)	-	670
SG Race Equality Network	-	14,000	(13,824)	-	176
Social Enterprise & Innovation Programme	10,655	24,061	(34,716)	-	-
South Gloucestershire Challenge	49	-	(49)	-	-
Strategic volunteering	801	-	(801)	-	-
Volunteer Centres	-	32,800	(32,800)	-	-
Whitfield Tabernacle	-	2,400	(2,050)	-	350
	12,372	153,917	(153,654)	-	12,635
Unrestricted funds					
Designated - closedown fund	30,000	-	-	-	30,000
General funds	17,848	98,824	(93,209)	-	23,463
	47,848	98,824	(93,209)	-	53,463
Total funds	60,220	252,741	(246,863)	-	66,098

16 Analysis of net assets between funds

	Cash at Bank £	Other Net assets £	Total £
Restricted funds	15,775	-	15,775
Unrestricted funds			
Designated - closedown fund	30,000	-	30,000
Designated activity funds	10,310	-	10,310
General fund	49,577	(3,573)	46,004
	105,662	(3,573)	102,089

Analysis of net assets between funds - prior year

	Cash at Bank £	Other Net assets £	Total £
Restricted funds	12,635	-	12,635
Unrestricted funds			
Designated - closedown fund	30,000	-	30,000
General fund	20,763	2,700	23,463
	63,398	2,700	66,098

CVS SOUTH GLOUCESTERSHIRE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

17 Related party transactions

There were no transactions with related parties either during 2021 or 2020.

18 Company limited by guarantee

CVS South Gloucestershire is a company limited by guarantee and as such has no share capital. In the event of the company being wound up, the liability of the members is limited to £1 each.