

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.

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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.

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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.

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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.

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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.

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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

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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
	4,700	3,000	7,700
Prior year	Unrestricted funds	Restricted funds	Total funds
	£	£	2022
Donations	25	3,000	3,025
Membership	3,880	-	3,880
	3,905	3,000	6,905

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
	60,273	242,414	302,687

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
	102,250	42,069	100,477	244,796

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
	48,000	28,000
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
	74,250	74,250
Total grants payable to organisations	122,250	102,250

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.