

Charity registration number 1102412

Company registration number 04763194 (England and Wales)

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	S Freeborn A Carroll S Lockwood J Morris S Fennell H Parry-Payne K Venables	(Appointed 31 May 2023) (Appointed 1 November 2023) (Appointed 1 November 2023)
Secretary	L E Allison	
Charity number	1102412	
Company number	04763194	
Registered office	33 Market Place Ripley Derbyshire DE5 3HA	
Auditor	Azets Westpoint Lynch Wood Peterborough Cambridgeshire PE2 6FZ	
Bankers	Yorkshire Bank PLC 30 Oxford Street Ripley Derbyshire DE5 4AJ Cooperative Bank Business Direct PO Box 250 Skelmersdale WN8 6NY Nationwide Building Society Kings Park Road Moulton Park Northampton NN3 6NW Derbyshire Community Bank 68 Cornmarket Derby DE1 2DG	

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE

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AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2024

The trustees present their annual report and financial statements for the year ended 31 March 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

Principal activities

The company is a Registered Charity offering support to voluntary organisations and communities in Amber Valley and its neighbouring districts.

The objects of the charity are to promote any charitable purpose for the benefit of the community in the Local Government District of Amber Valley and its neighbouring districts (hereinafter called 'the area of benefit'). This is in accordance with the objects contained in the constitution, the charity's governing document. There have been no changes in the policies of the charity which are:

- To promote and organise co-operation in the achievement of the same and to that end bring together in council representatives of the voluntary organisations and statutory authorities within the area of benefit.
- To establish, support, undertake or execute any charitable trusts or association formed for the objects.
- To encourage, promote and organise direct services appropriate to the needs of individuals.
- We may work outside our area of benefit providing it is not to the detriment of, and whenever possible working in partnership with, other organisations.

Public Benefit

Amber Valley CVS is open to enquiries from members of the public who wish to volunteer their time to others in the community. We promote and encourage volunteering and broker arrangements between local voluntary sector groups and individuals. This activity raises community spirit and cohesion.

We provide training activity to volunteers and voluntary sector groups, raising their skills and aspirations as a result.

Our organisation offers direct support to families and older people in Amber Valley and Erewash, tackling issues such as debt, social isolation and access to services. This benefits the public and our communities by increasing their self sufficiency.

We are the local support for voluntary sector organisations and our leadership to them in respect of governance, finance, human resource and health & safety issues ensure that the voluntary sector in Amber Valley has good governance arrangements and groups develop to their full potential.

Volunteers

The organisation encourages and supports volunteers within the organisation in administration roles, as part of the Befriending project and as Trustees. We also actively promote volunteering to businesses, statutory partners and the general public using window displays, web site, social media, local press & radio and work in schools. We work in partnership with health, sport, children's, disability organisations to extend and improve the volunteering experience for any age or ability.

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

Achievements and performance

Staff and Trustees worked to review our strategic headlines. This has led to several new work streams for us to deliver. Internal records of our performance against outcomes for the organisation and the sector show we have maintained a more general work plan as well as adding value to our communities and the sector.

In providing support to develop and sustain local groups this year we have:

- Maintained a databases of 460 active groups and presented information in real time for the public and professionals to connect on google maps with over 18,000 views alongside website, e bulletins and newsletters communications;
- Maintained contact or visited with 332 local groups, with 6 new groups formed. We still offered free membership to all groups as part of our direct support for sustainability;
- We have 196 member groups, having cleansed our database on Community Directory Derbyshire;
- Had contact with and given direct advice and support to 86 groups, including supporting 38 with an extensive development plan. We have over 100 live volunteering opportunities on Volife;
- DBS checks increased from 470 to 487 for 90 groups across Derbyshire;
- Managed the grant giving process for Public Health with and supported Glebe with successful £233K bid to National Lottery;
- Maintained a presence on local and county wide resilience forums and other partnerships with attendance at events and networks ranging from 46 - 220;
- We have provided direct support to 99 befriending referrals, 126 residents discharged from hospital , 529 patients by social prescribing team members and over 500 elderly residents with Help at Home;
- Continued to seek increased physical activity support with Active Partners and GoGa.

Volife has been successfully implemented with an increase on opportunities on the platform. We have encouraged an increase and diversity in volunteering opportunities by engaging with local job centres and DWP job fayres.

Help at Home continued to support older people this year, ensuring they remained safe and well at home. Staffing levels have been for the service have been a challenge however we have been able to keep the service sustainable.

We are enhancing the health, well being and safe guarding in our communities by delivering a range of support through Home from Hospital, Befriending volunteers, Get Out Get Active and Social Prescribing Link Workers.

Support to Charles Hill CIO has changed with the opening of a new community centre finally being achieved. Staff involvement as volunteers to local organisation continues with Read Easy , Belper Contact Centre.

We have continued to work in partnership with local organisations and statutory partners to contribute to Amber Valley Partnership, Place Alliance and Active Amber Valley. We have contributed to the development of a VCSE Alliance , to influence health planning. With DIAA colleagues we contribute to County Place board, Safer Derbyshire Board and continue to encourage the VCSE Leadership and Mental Health programmes.

We take the concerns and offers of support of the voluntary sector to local and county strategic meetings including with Derbyshire County Council, Derbyshire ICB and Public Health Locality team to increase the sector profile.

Financial review

Detailed financial information is shown from page 7. The charity reports a surplus for the year of £12,325 (2023: deficit of £24,814).

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

Reserves Policy and Going Concern

At 31 March 2024 the charity had total reserves of £572,648. Of these reserves £274,786 was held in restricted funds, with the balance remaining of £297,862 being held in unrestricted funds.

The charity has designated some of its unrestricted funds for particular purposes. At 31 March 2024 the designated funds of the charity remained as :

Training Fund	5,000
Contingency Fund	40,000
Building Fund	75,000
Help At Home Fund	55,000
	<hr/>
	£175,000
	<hr/>

The Training Fund is to ensure the organisation has sufficient funds for staff development that would not be met by other project costs and to pump prime training initiatives that support development of the sector.

The Contingency Fund is set aside to cover any organisation costs or debts not covered by project costs. It is also in case of long term incapacity or absence of a senior manager that requires costs for interim support of another professional.

The Building Fund is in line with our aspiration to refurbish the 'Cottage'. We are designating funds which could then be used as match funding in any future bids and to maintain the fabric of the building in the meantime.

The Help at Home Fund is to ensure that in the event of any difficult circumstances or disaster we are able to continue Help at Home activity to our clients by replacing essential equipment, personnel and work space immediately or meeting other liabilities.

Unrestricted general reserves (excluding tangible fixed assets of £4,609), freely available for use by the charity amount to £118,253.

The Trustees' policy is to build unrestricted free reserves equivalent to 4-8 months directorate expenditure, which is currently running at the rate of £150,000 per annum. At the year end free reserves amounted to £118,253 which is considered prudent as there are indications that grant funding will decrease in 2024/25.

In addition to directorate expenditure, unrestricted funds are designated to ensure resources are available for expenditure which would relate to changes to Help at Home, either for closure or continuation in another charitable format.

Principal funding sources

Our principal funding sources remain Derbyshire Joined Up Care and Derbyshire County Council along with earned income from activity as a counter signatory for DBS and customer charges to Help at Home clients.

Investment Policy

The Executive Committee are responsible for setting the investment policy of the charity.

Risk Management

The trustees examine the major risks that the charity faces each financial year when preparing and updating the strategic plan. The charity has developed systems to monitor and control financial and other risks to mitigate any impact they may have on the charity in the future. Information about risk and the actions to mitigate them are discussed at board meetings.

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

Plans for future periods

We have a renewed strategy with headlines of " Strong Foundations, Funding the Future ,Dreaming Big". We will implement this over the next three years to ensure support for groups is strengthened, our base is fit for purpose and we adapt to changes in the internal and external environment.

Structure, governance and management

The organisation is a charitable company limited by guarantee, incorporated on 13 May 2003 and registered as a charity on 1 April 2004. The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association and its constitution which was adopted on 13 July 1994 when the charity was operating as an unincorporated entity. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

M Neal	(Resigned 26 July 2023)
S Freeborn	
P Hallam	(Resigned 27 September 2023)
A Carroll	
S Lockwood	
J Morris	
S Fennell	(Appointed 31 May 2023)
H Parry-Payne	(Appointed 1 November 2023)
K Venables	(Appointed 1 November 2023)

Appointment of trustees

Trustees are actively recruited through the year and have a formal application process which identifies the skills and knowledge they offer for this role.

Organisational

structure

The business of the charity is managed through board meetings consisting of a maximum of no more than twenty members and a minimum of not less than six members.

Members of the Board as listed on page 1 are appointed at the Annual General Meeting and serve for one year, but may offer themselves for reappointment if they so wish.

The Committee is responsible for the strategic direction of the Charity and therefore responsibility for the day to day running of the charity is delegated to the Chief Executive, who in turn delegates a share of that responsibility to other members of the senior management team.

Induction and training of trustees

Each trustee receives an induction pack which includes information about the organisations aims, plans, financial situation and governance arrangements. Trustees have direct access to the Chief Executive for further information exchange and support in their role. Development of the Boards understanding of the organisation is led by the Chief Executive using regular meeting dates to identify and progress this, involving other staff members as appropriate.

Pay policy for key management personnel

In considering the rate of pay for key management personnel the board take into account national pay rates identified by NAVCA, comparator pay rates within Derbyshire and the previous years rate of inflation. These are set against any changes (rise or fall) in external funding received by the organisation.

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

Links with other organisations

The charity has strong relationships with local authorities, in particular Derbyshire County Council, Joined Up Derbyshire / Integrated Care Board, Amber Valley Place Alliance and other Councils for Voluntary Service.

Auditor

In accordance with the company's articles, a resolution proposing that Azets be reappointed as auditor of the company will be put at a General Meeting.

The trustees' report was approved by the Board of Trustees.



A Carroll

Trustee

Date: 25.9.24

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2024

The trustees, who are also the directors of Amber Valley Council For Voluntary Service for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

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 judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE

INDEPENDENT AUDITOR'S REPORT

TO THE TRUSTEES OF AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE

Opinion

We have audited the financial statements of Amber Valley Council For Voluntary Service (the 'charity') for the year ended 31 March 2024 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is 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 Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2024 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charity for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Extent to which the audit was considered capable of detecting irregularities, including fraud

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above and on the Financial Reporting Council's website, to detect material misstatements in respect of irregularities, including fraud.

We obtain and update our understanding of the entity, its activities, its control environment, and likely future developments, including in relation to the legal and regulatory framework applicable and how the entity is complying with that framework. Based on this understanding, we identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. This includes consideration of the risk of acts by the entity that were contrary to applicable laws and regulations, including fraud.

In response to the risk of irregularities and non-compliance with laws and regulations, including fraud, we designed procedures which included:

- Enquiry of management and those charged with governance around actual and potential litigation and claims as well as actual, suspected and alleged fraud;
- Reviewing minutes of meetings of those charged with governance;
- Assessing the extent of compliance with the laws and regulations considered to have a direct material effect on the financial statements or the operations of the entity through enquiry and inspection;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations;
- Performing audit work over the risk of management bias and override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the business rationale of significant transactions outside the normal course of business and reviewing accounting estimates for indicators of potential bias.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE

Other matters

The financial statements of Amber Valley Council For Voluntary Service for the year ended 31 March 2023 are unaudited.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Mr Mark Jackson FCA DChA (Senior Statutory Auditor)
for and on behalf of Azets

15.10.2024

Chartered Accountants
Statutory Auditor

Westpoint
Lynch Wood
Peterborough
Cambridgeshire
United Kingdom
PE2 6FZ

Azets is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2024

		Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
	Notes						
Income from:							
Donations and legacies	3	3,123	-	3,123	5,668	-	5,668
Charitable activities	4	553,326	656,580	1,209,906	532,405	385,117	917,522
Other trading activities	5	17,912	-	17,912	15,433	-	15,433
Investments	6	1,377	-	1,377	417	-	417
Total income		575,738	656,580	1,232,318	553,923	385,117	939,040
Expenditure on:							
Charitable activities	7	592,798	642,644	1,235,442	626,160	328,264	954,424
Net gains/(losses) on investments	11	15,449	-	15,449	(9,430)	-	(9,430)
Net movement in funds		(1,611)	13,936	12,325	(81,667)	56,853	(24,814)
Fund balances at 1 April 2023		299,473	260,850	560,323	381,140	203,997	585,137
Fund balances at 31 March 2024		297,862	274,786	572,648	299,473	260,850	560,323

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE

BALANCE SHEET

AS AT 31 MARCH 2024

	Notes	2024 £	£	2023 £	£
Fixed assets					
Tangible assets	13		19,150		24,432
Investments	14		215,469		200,019
			<u>234,619</u>		<u>224,451</u>
Current assets					
Debtors	15	64,762		100,442	
Cash at bank and in hand		390,782		330,451	
		<u>455,544</u>		<u>430,893</u>	
Creditors: amounts falling due within one year	16	(117,515)		(95,021)	
Net current assets			338,029		335,872
Total assets less current liabilities			<u>572,648</u>		<u>560,323</u>
Income funds					
Restricted funds	17		274,786		260,850
<u>Unrestricted funds</u>					
Designated funds	18	175,000		175,000	
General unrestricted funds		<u>122,862</u>		<u>124,473</u>	
			<u>297,862</u>		<u>299,473</u>
			<u>572,648</u>		<u>560,323</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2024, although an audit has been carried out under section 144 of the Charities Act 2011.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

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

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 25.9.24



A Carroll
Trustee

Company registration number 04763194

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2024

	Notes	2024 £	£	2023 £	£
Cash flows from operating activities					
Cash generated from/(absorbed by) operations	22		59,489		(24,900)
Investing activities					
Purchase of tangible fixed assets		(535)		(2,590)	
Investment income received		1,377		417	
Net cash generated from/(used in) investing activities			842		(2,173)
Net cash used in financing activities			-		-
Net increase/(decrease) in cash and cash equivalents			60,331		(27,073)
Cash and cash equivalents at beginning of year			330,451		357,524
Cash and cash equivalents at end of year			390,782		330,451

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

Charity information

Amber Valley Council For Voluntary Service is a private company limited by guarantee not having share capital. In the event of a winding up of the company every member agrees to contribute such amount as may be required (not exceeding £1) to the Charity's assets if it should be wound up while he or she is a member or within one year after he or she ceases to be a member, for payment of the Charity's debts and liabilities. It is registered in England and Wales. The registered office is 33 Market Place, Ripley, Derbyshire, DE5 3HA.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.

1.4 Income

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Grants, where entitlement is not conditional on the delivery of a 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.
- Investment income is included on an accruals basis.
- Incoming resources from Help at Home are accounted for when earned.
- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

(Continued)

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

Expenditure is recognised on an accruals basis as a liability is incurred.

- Costs of operating Help at Home comprises those costs incurred in delivering the Help at Home service.
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Governance costs include 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.
- All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis to reflect the use of the resource. All costs have been allocated directly relating to a particular activity.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Leasehold improvements	4% straight line and 33% straight line
Office equipment	33% straight line
Fixtures and fittings	33% straight line
IT equipment	33% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

(Continued)

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.12 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds	Unrestricted funds
	2024	2023
	£	£
Donations and gifts	3,123	5,668

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

4 Charitable activities

	Volunteering, Training & Development	Help at Home	Total	Volunteering, Training & Development	Help at Home	Total
	2024	2024	2024	2023	2023	2023
	£	£	£	£	£	£
Help at Home	-	502,022	502,022	-	493,230	493,230
Directorate (DCC)	15,378	-	15,378	15,378	-	15,378
NHS/ICB - Core	54,647	-	54,647	54,647	-	54,647
Southern Derbyshire CVS - Post Hospital Support	19,640	-	19,640	19,160	-	19,160
DCC - Infrastructure Support	38,975	-	38,975	38,975	-	38,975
DCC - Befriending Service	9,724	-	9,724	9,724	-	9,724
GP Link Worker	135,643	-	135,643	86,757	-	86,757
Public Health Grant - 5 Ways	35,247	-	35,247	10,000	-	10,000
Social Connectedness	37,500	-	37,500	-	-	-
VCSE Leadership Funding	30,000	-	30,000	100,000	-	100,000
NAVCA	5,000	-	5,000	5,000	-	5,000
Get Out Get Active	32,500	-	32,500	21,550	-	21,550
Sundry income	3,426	-	3,426	2,247	-	2,247
NHS CCG - Acute Discharge Support	-	-	-	21,354	-	21,354
DCC - HAF Funding	-	-	-	5,000	-	5,000
Public Health Contain Funding	-	-	-	34,500	-	34,500
Public Health Locality Funding	194,371	-	194,371	-	-	-
UKSPF Voluntary Fund	12,500	-	12,500	-	-	-
Emotional Health and Wellbeing	50,000	-	50,000	-	-	-
Community Champions	33,333	-	33,333	-	-	-
	707,884	502,022	919,702	424,292	493,230	917,522
Analysis by fund						
Unrestricted funds	51,304	502,022	553,326	39,175	493,230	532,405
Restricted funds	656,580	-	656,580	385,117	-	385,117
	707,884	502,022	1,209,906	424,292	493,230	917,522

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

5 Other trading activities

	Unrestricted funds	Unrestricted funds
	2024	2023
	£	£
Membership, training and services	17,912	15,433

6 Investments

	Unrestricted funds	Unrestricted funds
	2024	2023
	£	£
Interest receivable	1,377	417

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

7 Charitable activities

	Volunteering, Training & Development	Help at Home	Total	Volunteering, Training & Development	Help at Home	Total
	2024	2024	2024	2023	2023	2023
	£	£	£	£	£	£
Staff costs	378,214	469,944	848,158	290,670	449,123	739,793
Depreciation and impairment	5,817	-	5,817	8,704	-	8,704
Staff travel	5,422	15,411	20,833	4,805	17,790	22,595
Volunteer travel and expenses	2,542	-	2,542	3,496	-	3,496
Grants paid	195,648	-	195,648	26,252	-	26,252
Event costs	53,223	-	53,223	51,271	33	51,304
Premises costs	29,181	-	29,181	34,713	-	34,713
Equipment	-	2,813	2,813	-	663	663
Insurance	5,810	-	5,810	4,857	-	4,857
Administration costs	26,867	5,064	31,931	25,769	4,155	29,924
IT costs	7,922	-	7,922	7,492	41	7,533
Sundry costs	7,285	6,723	14,008	6,818	5,574	12,392
Compliance costs	4,796	760	5,556	4,822	536	5,358
	<u>722,727</u>	<u>500,715</u>	<u>1,223,442</u>	<u>469,669</u>	<u>477,915</u>	<u>947,584</u>
Share of governance costs (see note 8)	12,000	-	12,000	6,840	-	6,840
	<u>734,727</u>	<u>500,715</u>	<u>1,235,442</u>	<u>476,509</u>	<u>477,915</u>	<u>954,424</u>
Analysis by fund						
Unrestricted funds	92,083	500,715	592,798	148,245	477,915	626,160
Restricted funds	642,644	-	642,644	328,264	-	328,264
	<u>734,727</u>	<u>500,715</u>	<u>1,235,442</u>	<u>476,509</u>	<u>477,915</u>	<u>954,424</u>

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

8 Support costs

	Support costs	Governance costs	2024	Support costs	Governance costs	2023
	£	£	£	£	£	£
Staff costs	-	3,000	3,000	-	3,000	3,000
Independent examination	-	-	-	-	3,840	3,840
Audit fees	-	7,200	7,200	-	-	-
Accountancy	-	1,800	1,800	-	-	-
	-	12,000	12,000	-	6,840	6,840
Analysed between						
Charitable activities	-	12,000	12,000	-	6,840	6,840

9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

10 Employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
Volunteering, training and development	15	17
Help at Home	71	65
Total	86	82

Employment costs

	2024 £	2023 £
Wages and salaries	787,295	691,905
Social security costs	34,385	26,107
Other pension costs	29,478	24,781
	851,158	742,793

The total pay and benefits received by key management personnel in the year was £48,632 (2023: £46,316).

There were no employees whose annual remuneration was more than £60,000.

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

11 Net gains/(losses) on investments

	Unrestricted funds	Unrestricted funds
	2024	2023
	£	£
Revaluation of investments	15,449	(9,430)

12 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

13 Tangible fixed assets

	Leasehold improvements	Office equipment	Fixtures and fittings	IT equipment	Total
	£	£	£	£	£
Cost					
At 1 April 2023	97,317	15,962	8,932	29,809	152,020
Additions	-	-	-	535	535
At 31 March 2024	97,317	15,962	8,932	30,344	152,555
Depreciation and impairment					
At 1 April 2023	77,422	15,962	8,932	25,272	127,588
Depreciation charged in the year	3,548	-	-	2,269	5,817
At 31 March 2024	80,970	15,962	8,932	27,541	133,405
Carrying amount					
At 31 March 2024	16,347	-	-	2,803	19,150
At 31 March 2023	19,895	-	-	4,537	24,432

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

14 Fixed asset investments

	Balanced Fund £
Cost or valuation	
At 1 April 2023	200,019
Valuation changes	15,450
At 31 March 2024	215,469
Carrying amount	
At 31 March 2024	215,469
At 31 March 2023	200,019

15 Debtors

	2024 £	2023 £
Amounts falling due within one year:		
Trade debtors	55,465	91,838
Prepayments and accrued income	9,297	8,604
	64,762	100,442

16 Creditors: amounts falling due within one year

	2024 £	2023 £
Other taxation and social security	8,693	7,593
Trade creditors	5,992	7,858
Other creditors	117	117
Accruals and deferred income	102,713	79,453
	117,515	95,021

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

17 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 April 2022 £	Movement in funds		Balance at 1 April 2023 £	Movement in funds		Balance at 31 March 2024 £
		Incoming resources £	Resources expended £		Incoming resources £	Resources expended £	
EMDA - Property Improvements	21,511	-	(3,485)	18,026	-	(3,485)	14,541
Home From Hospital	24,800	19,160	(6,436)	37,524	19,640	(47,185)	9,979
Postcode Local Funding	1,000	-	-	1,000	-	(1,000)	-
Public Health Grant - 5 Ways / Small Grant	29,393	10,000	(25,557)	13,836	35,247	(34,208)	14,875
NHS/ICB - Core	-	54,647	(54,647)	-	54,647	(54,647)	-
DCC - Infrastructure	-	38,975	(38,975)	-	38,975	(38,975)	-
DCC - Befriending	-	9,724	(9,724)	-	9,724	(9,724)	-
GP Link Worker	-	86,757	(86,757)	-	135,643	(135,643)	-
Social Connectedness	33,517	27,750	(3,631)	57,636	37,500	(46,348)	48,788
Social Prescribing Directory	3,400	-	-	3,400	-	-	3,400
VCSE Leadership Funding	89,922	-	(40,090)	49,832	30,000	(50,333)	29,499
Police and Crime Commissioner	454	-	(454)	-	-	-	-
NAVCA	-	5,000	(5,000)	-	5,000	(5,000)	-
VCSE Strategic Mental Health	-	100,000	(42,087)	57,913	-	(57,913)	-
DCC - HAF Funding	-	5,000	(5,000)	-	-	-	-
Acute Discharge Support	-	21,354	(6,354)	15,000	-	(400)	14,600
PH Contain Funding	-	6,750	(67)	6,683	-	(636)	6,047
Emotional Health and Wellbeing	-	-	-	-	50,000	(50,000)	-
Community Champions	-	-	-	-	33,333	(12,130)	21,203
PH Locality Fund	-	-	-	-	194,371	(95,017)	99,354
UKSPF Voluntary Fund	-	-	-	-	12,500	-	12,500
	203,997	385,117	(328,264)	(260,850)	656,580	(642,644)	274,786

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

17 Restricted funds

(Continued)

NHS Derby & Derbyshire ICB Core; provision of infrastructure support to local voluntary and community organisations, promotion and brokerage of volunteering and provision of funding information, governance and networking for local groups.

Southern Derbyshire CVS Post Hospital Support; respond to requests for volunteer support to individuals discharged from hospital for a time limited period. Manage the recruitment, supervision, training of volunteers.

Derbyshire County Council Adult Care Befriending; respond to requests for volunteer support to reduce isolation and loneliness of older, isolated people in Amber Valley. Manage the recruitment, supervision, training of volunteers.

Derbyshire County Council Adult Care Infrastructure; provision of infrastructure support to local voluntary and community organisations, provision of funding information, governance and networking for local groups.

Postcode Lottery; costs of pathway access to Charles Hill Playing Fields and community development activity in Loscoe related to increasing use of playing fields.

Public Health 5 Ways / Small Grant; manages grants to benefit local organisations to improve wellbeing.

GP Link Worker; social prescribing activity for the ARCH PCN, encouraging the use of community and voluntary services as a preventative step in recovery from illness.

Social Connectedness; leading a steering group, developing an action plan to decrease social isolation and identify gaps and projects to fund to increase connectedness.

Social Prescribing Directory; to prepare information about community resources for use of PCN staff members.

VCSE Leadership Funding; to develop the capacity of the voluntary sector to engage and influence Joined Up Care Derbyshire planning systems and develop a VCSE Alliance. Includes sums for projects on Workforce Development and Population Health Management.

Police and Crime Commissioner; grants to community groups and development worker activity for writing applications.

NAVCA; participation in an emergency planning partnership, cost of living grant award.

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

18 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in funds				
	Balance at 1 April 2022	Transfers	Balance at 1 April 2023	Transfers	Balance at 31 March 2024
	£	£	£	£	£
Training Fund	5,000	-	5,000	-	5,000
Contingency Fund	40,000	-	40,000	-	40,000
Building Fund	75,000	-	75,000	-	75,000
Help at Home Fund	55,000	-	55,000	-	55,000
	<u>175,000</u>	<u>-</u>	<u>175,000</u>	<u>-</u>	<u>175,000</u>

The Training Fund is to ensure the organisation has sufficient funds for staff development that would not be met by other project costs and to pump prime training initiatives that support development of the sector.

The Contingency Fund is set aside to cover any organisation costs or debts not covered by project costs. It is also in case of long term incapacity or absence of a senior manager that requires costs for interim support of another professional.

The Building Fund is in line with our aspiration to refurbish the 'Cottage'. We are designating funds which could then be used as match funding in any future bids and to maintain the fabric of the building in the meantime.

The Help at Home Fund is to ensure that in the event of any difficult circumstances or disaster we are able to continue Help at Home activity to our clients by replacing essential equipment, personnel and work space immediately or meeting other liabilities.

19 Analysis of net assets between funds

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total Unrestricted funds 2024 £	Restricted funds 2023 £	Total 2023 £
Fund balances at 31 March 2024 are represented by:					
Tangible assets	4,609	14,541	19,150	6,405	24,432
Investments	215,469	-	215,469	200,019	200,019
Current assets/(liabilities)	77,784	260,245	338,029	93,049	335,872
	<u>297,862</u>	<u>274,786</u>	<u>572,648</u>	<u>260,850</u>	<u>560,323</u>

AMBER VALLEY COUNCIL FOR VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

20 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2024 £	2023 £
Within one year	17,450	17,450
Between two and five years	58,193	67,757
In over five years	-	7,850
	<u>75,643</u>	<u>93,057</u>

21 Related party transactions

There were no disclosable related party transactions during the year (2023 - none).

22 Cash generated from operations

	2024 £	2023 £
Surplus/(deficit) for the year	12,325	(24,814)
Adjustments for:		
Investment income recognised in statement of financial activities	(1,377)	(417)
Fair value gains and losses on investments	(15,449)	9,430
Depreciation and impairment of tangible fixed assets	5,817	8,704
Movements in working capital:		
Decrease in debtors	35,679	60,184
Increase/(decrease) in creditors	22,494	(77,987)
Cash generated from/(absorbed by) operations	<u>59,489</u>	<u>(24,900)</u>

23 Analysis of changes in net funds

The charity had no debt during the year.