

EVESHAM VOLUNTEER CENTRE



COMMUNITY SERVICES

ANNUAL REVIEW
2022 - 2023



Our Vision:

A developed, supported and strengthened volunteering and direct-service network throughout the Vale.

Our Aim:

To recruit, advise and guide those willing to undertake voluntary work.



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CHAIRMAN'S REPORT

The year 2022 – 2023 has been much more like the pre-pandemic years for Evesham Volunteer Centre. The number of hospital and GP appointments increased and we were still involved in taking clients for their Covid vaccinations. Shopping was still being done for many clients who were shielding (and is ongoing with about 60 trips per week).

The POPI lunch club has continued to thrive, providing companionship to people who had been isolated at home.

Helen Gray, the Chief Officer, continued to be involved in the meetings (on Zoom and in person) of many county, regional and national organisations. These include meetings about community cohesiveness and also voluntary and statutory sector meetings on the role the voluntary sector can play in the future.

Asylum seekers continued to arrive at The Evesham Hotel with little more than the clothes they were wearing. Some have now been moved to houses in the town. Caring for this group and for the Ukrainians in Evesham has been ongoing, liaising with Evesham Vale Welcomes Refugees.

My thanks go to Helen, for the tremendous amount of work she has done over the last year, and to all of the volunteers who give their time so that we are able to provide so many services to support the local community.

This is the moment in my report where I include adverts. As ever we would welcome new drivers. Other volunteering opportunities include helping to organise the POPI lunch club and that of office volunteer, taking phone calls from clients and contacting drivers. If you know someone that might join us, do please tell them what interesting people our clients are and see if you can recruit them!

Barbara Ford
Chair of the Management Committee

CURRENT OFFICE STAFF

Helen Gray - Chief Officer and POPI Co-ordinator

Lindsay Roach – Community Builder

CURRENT OFFICE VOLUNTEERS

Cath Cox	Pauline Curtis	Anne Evans
Barbara Ford	Martin Hammon	Rita Irons
Karan Nuttall	Marguerita Pedley	Sue Pennifold
	Judith Robertshaw	

MANAGEMENT COMMITTEE 2021 – 2022

Barbara Ford	Chair	Peter Ashplant	Volunteer
Ron Hillier	Vice Chair	Kerry Newbury	Volunteer
Anne Evans	Treasurer	Joy Nicoll	Volunteer
		Peter Woodcock	Volunteer
Robert Raphael		Wychavon District Council	
Jenny Jones		Evesham Town Council	
John Clatworthy		Evesham Town Council	
Trevor Battersby		Rotary	
Helen Gray		Chief Officer and POPI Co-ordinator	

CHIEF OFFICER'S REPORT

This year the Volunteer Centre continued to build on the work it was recognised for during the pandemic, with continued recognition from the statutory sector – and with further funding for the new initiatives implemented.

Currently I am Vice-Chair of the Worcestershire Voluntary Sector Emergency Partnership – to be Chair next year - and sit on the West Mercia Local Resilience Forum along with the Police and Fire and Rescue Service. This is great recognition for the voluntary sector as a whole, but with it also comes the realisation that should an emergency arise there is an expectation that the voluntary sector will be ready to step in to assist. This means that there are a lot of formal protocols and procedures being put in place across the county – and indeed at a national level - for this to take place, plus the onus on individual volunteers to be ready to and take responsibility. The threat of terrorism is currently at a level not seen for a while and although Evesham is not a likely target, areas not far from the town have been designated as evacuation points for Birmingham should a major incident occur.

Locally we continue to help individuals struggling with the physical, mental and financial aftermath of covid – either through the direct services we offer or by way of the Wychavon short-term grant of the Household Support Fund, of which we have had two tranches this year, both heavily over-subscribed.

We continue to work in partnership with Evesham Vale Welcomes Refugees, allowing them to use our shop in the Riverside Shopping Centre as a clothing hub for those seeking asylum and as a meeting place. The Evesham Hotel continues to be a residence for these people, some having now moved out into accommodation within the community and have found jobs and who also making a contribution to the town by volunteering.

Lindsay Roach continues to work on new community-led initiatives in Evesham and the surrounding villages, forming links between residents and enabling them to start up community projects which we hope will have longevity as they are projects of perceived need and run by the communities themselves.

Our direct services of befriending and the community car scheme remain vibrant and well-subscribed – the holistic approach taken by our transport desk volunteers paying dividends in identifying those with extra needs. This year we look to increasing our profile by the appointment of a publicity and media staff member to bring us to the forefront of the community we serve and publicise our services and commitments to Evesham and the surrounding rural parishes.

With 2023 being our 40th Anniversary I believe we remain a capable, dependable and diverse organisation, thanks to the wonderful volunteers who help us provide a developed, supported and strengthened volunteering and direct-service network throughout the Vale. My heart-felt thanks go to each and every one of them.

Helen Gray
Chief Officer

TREASURER'S REPORT

Although there is a large decrease in the overall income the financial situation is quite healthy, due once again to Helen's hard work in applying for grants. Although last year we had the total income for the community builder for the 2 years of their contract we did have to refund a small amount in this financial year with a view to reclaiming any outstanding amounts in the next financial year. Grants included again monies expended under the Household Support Fund initiative for contributions for utility bills, and in conjunction with the John Martins Charity, monies for white goods and large household items and unfortunately as soon as money is available requests come in and it is spent in no time!

Harvington and Broadway Parish councils both supported us again, as did Evesham Town Council this year. Once again John Martins Charity has supported us with their grants, as have Wychavon District Council with a number of grants for various initiatives, plus funding for Helen's work with the VCSEP (Voluntary and Community Sector Emergencies Partnership) and a grant from Tesco towards supplying food parcels.

We continue to support a number of people with weekly shopping, but again there have been some grants to cover costs attributed to this as well as donations from some of the clients who give monthly or weekly donations. There are also many volunteers who continue to do shopping for clients having started during Covid lockdown and who don't require mileage payments.

The POPI lunch club is still very popular with the clients who come each month and although we have lost some we have gained others! Again Helen was able to obtain some small grants to help defray costs. The problem here of course is the fact that despite a client having every intention to come to the lunch club, if they are ill on the day and we have already booked a meal for them with Working World we are still charged for that meal but receive no remuneration from the client!

The transport scheme income shows a 5% drop on last year's, with a 5% increase in expenditure. Although we are not back to pre-Covid journeys, we anticipate that 2023 will see a return to those levels. Fortunately we have still received monies under the umbrella of the Worcestershire County Transport Partnership and from Worcestershire County Council. We also received a grant under the Countryside Rides Transport Provision initiative. A review of our charges to clients will be made in the New Year. We also continue to receive small donations from individual clients who use our transport scheme, together with a number of monthly or annual donations.

The One Stop volunteering shop in the Riverside Centre continues to cost us for electricity and water plus standing charges but we are negotiating with Evesham Vale Welcomes Refugees to take up these charges as they are using the unit. We hope to discontinue the use of the shop by the end of 2023.

Despite the financial climate we still have regular monthly or annual donations from several people for which we are very grateful! Once again John Martin have been generous in their support of the centre and we are now seeing an increase of use in person by Gary and his colleague, Ben, of the Vale Landscape Heritage Trust which continues to rent an office space within our office.

A review of Helen's salary was again made in November after all her hard work and it was agreed to increase her salary once again in line with national recommendations.

Anne Evans

Treasurer

ACKNOWLEDGEMENTS

The Volunteer Centre would like to extend thanks to the following for grants, donations and support in the year 2022/2023

Wychavon District Council

Worcestershire County Council

John Martin's Charity

Evesham Town Council

Voluntary and Community Sector Emergencies Partnership

Parish Councils

Broadway

Harvington

Further Donations Received from:

Rotary

Mrs Carter

The Weather Lottery

Mrs A C Evans

Droitwich Spa CVS

F Johnson

Gift Aid

Miss Sue Macgregor

Fellowship Meet, Hampton

Tim McCormick

Amazon Smile Donation

Fabrizio Mura

M Peacock

M W Smith

Mrs Tout

E Weaver

And to the many friends of the Volunteer Centre who support us with small donations throughout the year, and anyone else whom we may have inadvertently failed to mention.

ROLL OF HONOUR

1996

Robert Raphael

Sep 96

1997

Rita Irons

Jul 97

Stephen Irons

Jul 97

2003

Jean Bean

Feb 03

2004

Helen Gray

Nov 04

2006

Elizabeth Collins

May 06

2007

Alan Eames

Jan 07

Anne Evans

Sep 07

2009

Maurice Hartwell

Sep 09

2011

Alan Pipe

Dec 11

2013

Graham Franklin

Oct 13

2015

Barbara Ford

Jun 15

2016

Nigel Goode

Sep 16

Julie Snailham

Oct 16

2017

Ron Hillier

Feb 17

Peter Woodcock

Feb 17

Gwyn Bevan

Aug 17

Shirley Davies

Sep 17

Kerry Newbury

Oct 17

2018

Karan Nuttall

Jan 18

Ann Carter

Jan 18

Judith Robertshaw

Jan 18

Tom Sandham

Apr 18

David Timson

May 18

Marguerita Pedley

Nov 18

2019

Edward McLaren

Feb 19

Peter Ashplant

Mar 19

Diane Ashplant

Mar 19

Diane Nichols

Apr 19

John Bailey

Jun 19

Ged Bearcroft

Jun 19

2020

Trevor Battersby

Oct 20

Christine Smith

Oct 20

2021

Jane Maiden

Aug 21

Richard King

Aug 21

Sue Pennifold

Dec 21

2022

Alan Jones

Jan 22

Lorna Hockley

Jan 22

Lindsay Roach

Feb 22

Martin Hammon

Mar 22

Cath Cox

May 22

Pauline Curtis

May 22

John Clatworthy

May 22

Nat Lewis

Jul 22

David Hart

Aug 22

2022

Gary Clubley	Aug 22
Thomas Albertini	Sep 22
Judith Noon	Nov 22
Robert Mason	Nov 22
Nick Andrew	Dec 22
Tony Stock	Dec 22

2023

Vanessa Haycraft	Jan 23
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COVID 19 VOLUNTEERS APRIL 2022- MARCH 2023

Dawn Allen	Denise Elkan	Cathy Masterson
Carole Baker	Kirsty Foulds	John MacMillan
Martin Baker	Robert Freeman	Leanne Miles
Susan Barnett	John Gowers	Jane Mullett
Peter Barry	Roslyn Gowers	David Porter
Edward Bell	Juliet Garrison	Carol Price
Judy Bell	Jane Grainger	Simon Rees
Julian Bomyer	James Green	Clive Ryan
David Brodie	Louise Green	Alison Sinderbury
Mirren Brodie	Jenny Gutheridge	Daniel Sullivan
Trevor Burton	Mark Haggitt	Helen Scaife
Sallie Campbell	Chloe Hall	Andrew Tucker
Louise Case	Toby Harper	Anne Tucker
Lucy Clarke	Clare Haste	Claire Turner
Teresa Cole	Katie Howson	Roger Tunstall
Christopher Collins	Jill Jacobi	Melisse Twist
Sharon Collins	Mark Jameson	Andrea Ward-Eversley
Penny Cook	Fiona Jinks	Joanne Weston
Katie Cooke	Keri Jones	Janice Wetstone
Cheryl Cuthbertson	David Kerr	Sarah Yates
Robin Davis	Paul Leadson	Pamela Young
Martin Donaghue	Hannah Leafe	
Michael Donaldson	Susan Leathers	
Margaret Dowdeswell	Ann Lyon	

This Roll of Honour includes all registered volunteers up until the end of March 2023 who work directly with Evesham Volunteer Centre.

**Evesham Volunteer Centre
The Lodge
Rear of Dresden House
Brick Kiln Street
Evesham
WR11 4AA**

Telephone: Transport - 01386 45035; Office - 01386 40165

www.eveshamvolunteers.org.uk

Charity No: 1103353

Company No: 5059379



REGISTERED COMPANY NUMBER: 5059379 (England and Wales)

REGISTERED CHARITY NUMBER: 1103353

**Report of the Trustees
and
Unaudited Financial Statements
for the Year Ended 31 March 2023
for**

Evesham Volunteer Centre

Evesham Volunteer Centre
Report of the Trustees
and
Unaudited Financial Statements
for the Year Ended 31 March 2023

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Report of the Trustees for the Year Ended 31 March 2023

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their annual directors' report with the financial statements of the charity for the year ended 31 March 2023 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard FRS 102.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number: 5059379 (England and Wales)

Registered Charity number: 1103353

Registered office: The Lodge,
Rear of Dresden House,
Brick Kiln Street,
Evesham,
Worcestershire WR11 4AA

Bankers: Barclays Bank, Evesham

Directors and trustees: The directors of the charitable company (the charity) are its trustees for the purposes of charity law. The trustees and officers serving during the year and since the year end were as follows:

Evesham Town Council nominees:	Mr J Clatworthy	Appointed 15/02/2023
	Mrs J Johnson	Appointed 15/02/2023
	Mr. G. Bearcroft	Resigned 15/02/2023
	Mrs. C. Smith	Resigned 15/02/2023

Wychavon District Council nominee: Mr. R. Raphael

Elected Trustees:	Mrs. B. Ford	Chairperson
	Mrs. A. Evans	
	Mr. R. Hillier	
	Mrs J Nicholl	
	Mrs. K. Newbury	Resigned 15/02/2023
	Mr. T. Battersby	
	Mr. P. Ashplant	
	Mr. P. Woodcock	

Senior Management Personnel: Chief Officer Mrs. H. Gray

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document:

The Centre was formed as an unincorporated association in 1983 and continued to be so until 1st March 2004 when the Vale of Evesham Volunteer Centre Limited, a company limited by guarantee was formed and work of the charity transferred to this new company in April 2004. Its objectives

and regulations are regulated by the memorandum & articles of association of the company. On 27th April 2006 the company changed its name to Evesham Volunteer Centre.

Recruitment and appointment of new trustees:

The trustees of the Centre include councillors from the town as appointed by that body subject to the appointment processes of that body and the guidelines on appointment to public office as they apply to Local Government nominees and grant funding being given by those bodies to the Centre. All members are circulated with invitations to nominate trustees prior to the AGM, advising them of the retiring trustees and requesting nominations for the AGM. The trustees have the power to co-opt further members to fill specialist roles as and when necessary.

Trustee induction and training

New trustees are given an induction pack to brief them on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision making processes, the business plan and recent financial performance of the charity. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

Organisation:

The board of trustees administers the charity. The board meet during the year and when necessary subcommittees are formed to cover aspects of the Centre's work. A Chief Officer has been appointed by the trustees to deal with the day-to-day operations of the charity and to facilitate effective operations. This officer has delegated authority, within terms approved by the trustees, for operational matters including finance, employment and performance related activity.

Related parties:

All related party transactions are disclosed in the notes to the accounts.

Pay policy for senior staff:

All directors, who are also the trustees, give of their time freely and no director received remuneration in the year. Details of directors' expenses and related party transactions are disclosed in the notes to the accounts. The pay of the senior staff is reviewed annually.

Risk Management:

The trustees have a risk management strategy which comprises an annual review of the risks the charity may face and have systems and procedures in place to mitigate those risks identified. Should these risks materialise procedures would be implemented to minimise and potential impact on the charity. Nonfinancial risks have also been considered, with attention being paid to fire and health and safety of all concerned with the Centre and its work. The Centre also has a financial reserves policy which is regularly reviewed by the trustees.

OBJECTIVES AND ACTIVITIES

The general object of the charity in the year was to continue to undertake voluntary work in education, social services and similar charitable activities amongst those classes in need. The specific activities undertaken were as follows:

- Operating a Community Transport Scheme;
- Administration of a Scheme to Promote Older People's Independence;
- Recruit, advise and guide those willing to undertake voluntary work in education, social services and similar charitable activities; and
- Continue to develop a supported and strengthened volunteering network throughout its area of provision by the direct services within its operation to contribute to the quality of life of the people of the Evesham Vale.

ACHIEVEMENT AND PERFORMANCE

Charitable activities:

The activities and achievements of the charity are shown elsewhere in the annual report.

FINANCIAL REVIEW

Reserves policy:

Reserves are needed to bridge the gap between spending and receiving of income and to cover unplanned expenditure. The trustees have a policy to earmark funds in a designated closure fund. These funds are what the trustees' prudently set aside to cover additional costs that may be incurred, if for any reason the company was to cease its activities. The Trust had unrestricted reserves of £20,980 (2022: £22,565) on remaining non-designated unrestricted funds, the details of which are given in the notes to the accounts. The trustees believe the current level of reserves held will enable the charity to continue its work in the foreseeable future and are regularly reviewing funding availability to ensure that the charity can continue its operations in the medium term.

Principal funding sources:

During the period of review, the principal funding came from various government organisations, charities and similar bodies.

Plans for the future:

The trustees wish to continue the current areas of activities but can only do so if the charity is in receipt of the appropriate resources to carry out such activities.

Public Benefit:

In pursuance of the objective, Evesham Volunteer Centre has had regard to the guidance from the Charities Commission on the provision of public benefit. The first principle requires Evesham Volunteer Centre to identify the benefits and second to demonstrate that these benefit the public or a section of the public. The principal object described above identifies the benefits, and the Chairman's Report details how the charity delivers those benefits to the local community.

ON BEHALF OF THE TRUSTEES:

.....
Mrs. B. Ford

10th October 2023

Independent Examiner's Report to the Trustees of Evesham Volunteer Centre

I report to the Trustees on my examination of the accounts of the company for the year ended 31 March 2023 which are set out on pages 5 to 10 of the Report and Accounts.

Respective responsibilities of trustees and examiner

As the charity's trustees of the Company (who are also the directors of the company 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 for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination 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

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

1. that accounting records were not kept as required by section 386 of the Companies Act 2006; or
2. that the accounts do not accord with those records; or
3. that the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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 Charities SORP (FRS102).

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.



John Liggitt, FCMA
2 The Hopkln
Church Street
Harvington
Worcestershire
WR11 8PB

10th November 2023

Evesham Volunteer Centre

**Statement of Financial Activities
for the Year Ended 31 March 2023**

	Notes	Unrestricted Funds £	Restricted Funds £	2023 Total Funds £	2022 Total Funds £
INCOMING RESOURCES					
Incoming resources from charitable activities:					
Voluntary income	2	2,065	-	2,065	2,036
Activities from generating funds	3	1,000	-	1,000	1,000
Investment income	4	38	-	38	(193)
Transport scheme	5	28,498	12,865	41,363	43,595
Covid 19 Shopping	2	-	4,356	4,356	6,205
Household Support Fund	2	-	11,513	11,513	10,035
Community Builder Fund	2	-	(2,536)	(2,536)	54,841
Grants received	2	25,298	-	25,298	34,335
Lunch club	3	706	-	706	329
Gift Aid Recovered		341	-	341	284
Other Income		23	-	23	518
Total incoming resources		57,970	26,198	84,168	152,985
RESOURCES EXPENDED					
Charitable activities					
Transport scheme		10,763	10,365	21,128	20,072
Covid 19 Shopping		-	7,658	7,658	14,985
Covid 19 Other		-	-	-	-
Household Support Fund		-	14,309	14,309	9,885
Community Builder Fund		-	1,369	1,369	968
Shop expenses		822	-	822	390
Other costs		946	-	946	481
Management and administration costs		47,024	25,088	72,112	50,724
Total resources expended		59,554	58,789	118,343	97,505
NET INCOMING/(OUTGOING) RESOURCES		(1,585)	(32,591)	(34,176)	55,480
RECONCILIATION OF FUNDS					
Total funds brought forward		35,565	58,936	94,501	39,022
TOTAL FUNDS CARRIED FORWARD		33,980	26,345	60,325	94,501

Evesham Volunteer Centre

Balance Sheet
At 31 March 2023

	Notes	Unrestricted Funds £	Restricted Funds £	2023 Total Funds £	2022 Total Funds £
FIXED ASSETS					
Tangible assets	9	<u>281</u>	<u>-</u>	<u>281</u>	<u>484</u>
CURRENT ASSETS					
Debtors: amounts falling due within one year	10	2,021	-	2,021	4,299
Investments	11	7,686	-	7,686	7,647
Cash at bank and in hand		<u>24,436</u>	<u>26,345</u>	<u>50,781</u>	<u>83,310</u>
		34,142	26,345	60,487	95,257
CREDITORS					
Amounts falling due within one year	12	<u>443</u>	<u>-</u>	<u>443</u>	<u>1,239</u>
NET CURRENT ASSETS		<u>33,699</u>	<u>26,345</u>	<u>60,044</u>	<u>94,017</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>33,980</u>	<u>26,345</u>	<u>60,325</u>	<u>94,501</u>
FUNDS					
Unrestricted funds	14	33,980		33,980	35,565
Restricted funds			<u>26,345</u>	<u>26,345</u>	<u>58,936</u>
TOTAL FUNDS		<u>33,980</u>	<u>26,345</u>	<u>60,325</u>	<u>94,501</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The trustees have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard FRS102.

The financial statements were approved by the Board of Trustees on the 10th October 2023 and were signed on its behalf by:

Mrs B Ford

Evesham Volunteer Centre
Notes to the Financial Statements
for the Year Ended 31 March 2023

1 ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard FRS102 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under the headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of the resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and equipment, etc. 25% to 50% on reducing balance

Taxation

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

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Leasing commitments

Rentals paid under operating leases are charged to the profit and loss account as incurred.

2 VOLUNTARY INCOME

	2023 £	2022 £
Unrestricted		
Donations	2,065	2,036
Grants	25,298	34,335
	<u>27,363</u>	<u>36,371</u>
Restricted		
Grants	13,333	71,080
	<u>13,333</u>	<u>71,080</u>
Total Voluntary Income	<u>40,696</u>	<u>107,452</u>

3 ACTIVITIES FOR GENERATING FUNDS

2023	2022
£	£

4 INVESTMENT INCOME

	2023 £	2022 £
Savings interest	38	(193)
(Note, the interest received was overstated in 2021 and was adjusted in 2022 the correct figures were 2022: £48 and 2021: £103)		

Evesham Volunteer Centre
Notes to the Financial Statements
for the Year Ended 31 March 2023

5 INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	2023		2022
	£	£	£
	Unrestricted	Restricted	Total
Transport Scheme			
Worcestershire CC- Community Transport Scheme		12,865	12,865
Connect Alex & Worc Hospitals Incentive			
Fares charged	21,484		21,484
Administration charges	6,465		6,465
Donations received from passengers	549		549
	<u>28,498</u>	<u>12,865</u>	<u>41,363</u>

6 NET INCOMING/(OUTGOING) RESOURCES

	2023	2022
	£	£
Net resources are stated after charging:		
Depreciation - owned assets	203	379
Independent examiners fee	350	350
	<u>553</u>	<u>729</u>

7 STAFF COSTS & TRUSTEE REMUNERATION

	2023		2022
	£	£	£
	Unrestricted	Restricted	Total
			£
			£
Wages and salaries	30,815	23,983	54,798
	<u>30,815</u>	<u>23,983</u>	<u>54,798</u>

The charity trustees were not paid any remuneration or received any other benefits from employment with the Trust in the year (2022: £nil) neither were they reimbursed expenses during the year (2022: £nil). No charity trustee received payment for professional or other services supplied to the charity (2022: £nil).

Employee Numbers

The average monthly headcount during the year was 2 staff (2022: 1 staff).

8 RELATED PARTY TRANSACTIONS

The charity enjoys a close working relationship with Worcestershire County Council, Wychavon District Council and Evesham Town Council. Together these three entities nominate a significant number of trustees (see the trustee's annual report) and provide funding to enable the charity to carry out its charitable objectives. The following is a summary of funding provided by these entities:

	2023	2022
	£	£
Worcestershire County Council - Transport Consortium Funding	12,865	12,599
Wychavon District Council	22,310	81,521
Evesham Town Council	3,000	-
	<u>38,176</u>	<u>94,120</u>

From time to time trustees who are also County Council nominated trustees have allocated earmarked funds from within the County Council to benefit the charity. During the year the charity received such donations amounting to £nil (2022: £nil).

The Trust benefits greatly from the involvement and enthusiastic support of its many volunteers, details of which are given in our annual report. In accordance with accounting standards, the economic contribution of general volunteers is not measured in the accounts.

Evesham Volunteer Centre
Notes to the Financial Statements
for the Year Ended 31 March 2023

9 TANGIBLE FIXED ASSETS

	Plant and equipment etc		
	Unrestricted	Restricted	Total
	£	£	£
COST			
At 1 April 2022	25,986	-	25,986
Transfer			-
Additions	-		-
At 31 March 2023	25,986	-	25,986
DEPRECIATION			
At 1 April 2022	25,502	-	25,502
Charge for year	203		203
At 31 March 2023	25,704	-	25,704
NET BOOK VALUE			
At 31 March 2023	281	-	281
At 31 March 2022	484	-	484

10 DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023		2022
	£	£	£
	Unrestricted	Restricted	Total
Other debtors	2,013	-	2,013
Prepayments	8	-	8
	2,021	-	2,021

11 CURRENT ASSET INVESTMENTS

	2023		2022
	£	£	£
	Unrestricted	Restricted	Total
Deposit - United Trust Bank	7,686	-	7,686

12 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023		2022
	£	£	£
	Unrestricted	Restricted	Total
Social security and other payroll taxes	-	-	-
Other creditors and accruals	443	-	443
	443	-	443

Evesham Volunteer Centre
Notes to the Financial Statements
for the Year Ended 31 March 2023

13 MOVEMENT IN FUNDS

	At 31/03/2022 £	Net movement in funds £	At 31/03/2023 £
Unrestricted funds			
General fund	22,565	(1,585)	20,980
Designated closure fund	13,000	-	13,000
	35,565	(1,585)	33,980
Restricted funds			
Transport Scheme	2,877	2,500	5,377
Covid - 19 related activities	5,359	(3,302)	2,057
Household Support Fund	150	(2,796)	(2,645)
Community Builder Fund	50,550	(28,993)	21,556
TOTAL FUNDS	94,501	(34,176)	60,325

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	57,970	59,554	(1,585)
Designated closure fund	-	-	-
	57,970	59,554	(1,585)
Restricted funds			
Community Transport Scheme	12,865	10,365	2,500
Covid 19 Activities	4,356	7,658	(3,302)
Household Support Fund	11,513	14,309	(2,796)
Community Builder Fund	(2,536)	26,457	(28,993)
	26,198	58,789	(32,591)
TOTAL FUNDS	84,168	118,343	(34,176)

15 PURPOSE OF RESTRICTED FUNDS

Restricted funds are given by donors earmarked for a specific purpose and as part of charity law such funds received must be used to carry out that purpose.

Community Transport Scheme - The charity's principle activity is running a community transport scheme to assist people who cannot easily access other forms of transport.

Covid 19 Activities - Grants received were for PPE Equipment for volunteer drivers and for the provision of shopping and prescription collection services for people having to self isolate.

Household Support Fund - To support vulnerable households during current economic conditions.

Community Builder Fund - To fund an individual to work within Evesham and surrounding villages to discover assets and promote village communities. Funding of £54,841 for the post of Community Builder was received in 2021/22 to cover an 18 month contract. The employee started in post in March 2022 and has been employed for the full 2022/23 year. A sum of £2,536 was returned to WDC as requested by them. Therefore, as at 31st March 2023, total net funding received was £52,305 and total expenditure has been £4,291 in 2021/22 and £26,457 in 2022/23, leaving a balance of £21,557.

16 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	General Funds £	Designated Funds £	Restricted Funds £	TOTAL Funds £
Fixed assets	281	-	-	281
Investments	-	7,686	-	7,686
Other current assets	21,142	5,314	26,345	52,802
Less current liabilities	(443)	-	-	(443)
NET ASSETS at 31 March 2023	20,980	13,000	26,345	60,325

REGISTERED COMPANY NUMBER: 5059379 (England and Wales)

REGISTERED CHARITY NUMBER: 1103353

**Report of the Trustees
and
Unaudited Financial Statements
for the Year Ended 31 March 2023
for**

Evesham Volunteer Centre

Evesham Volunteer Centre
Report of the Trustees
and
Unaudited Financial Statements
for the Year Ended 31 March 2023

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Report of the Trustees for the Year Ended 31 March 2023

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their annual directors' report with the financial statements of the charity for the year ended 31 March 2023 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard FRS 102.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number: 5059379 (England and Wales)

Registered Charity number: 1103353

Registered office: The Lodge,
Rear of Dresden House,
Brick Kiln Street,
Evesham,
Worcestershire WR11 4AA

Bankers: Barclays Bank, Evesham

Directors and trustees: The directors of the charitable company (the charity) are its trustees for the purposes of charity law. The trustees and officers serving during the year and since the year end were as follows:

Evesham Town Council nominees:	Mr J Clatworthy	Appointed 15/02/2023
	Mrs J Johnson	Appointed 15/02/2023
	Mr. G. Bearcroft	Resigned 15/02/2023
	Mrs. C. Smith	Resigned 15/02/2023

Wychavon District Council nominee: Mr. R. Raphael

Elected Trustees:	Mrs. B. Ford	Chairperson
	Mrs. A. Evans	
	Mr. R. Hillier	
	Mrs J Nicholl	
	Mrs. K. Newbury	Resigned 15/02/2023
	Mr. T. Battersby	
	Mr. P. Ashplant	
	Mr. P. Woodcock	

Senior Management Personnel: Chief Officer Mrs. H. Gray

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document:

The Centre was formed as an unincorporated association in 1983 and continued to be so until 1st March 2004 when the Vale of Evesham Volunteer Centre Limited, a company limited by guarantee was formed and work of the charity transferred to this new company in April 2004. Its objectives

and regulations are regulated by the memorandum & articles of association of the company. On 27th April 2006 the company changed its name to Evesham Volunteer Centre.

Recruitment and appointment of new trustees:

The trustees of the Centre include councillors from the town as appointed by that body subject to the appointment processes of that body and the guidelines on appointment to public office as they apply to Local Government nominees and grant funding being given by those bodies to the Centre. All members are circulated with invitations to nominate trustees prior to the AGM, advising them of the retiring trustees and requesting nominations for the AGM. The trustees have the power to co-opt further members to fill specialist roles as and when necessary.

Trustee induction and training

New trustees are given an induction pack to brief them on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision making processes, the business plan and recent financial performance of the charity. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

Organisation:

The board of trustees administers the charity. The board meet during the year and when necessary subcommittees are formed to cover aspects of the Centre's work. A Chief Officer has been appointed by the trustees to deal with the day-to-day operations of the charity and to facilitate effective operations. This officer has delegated authority, within terms approved by the trustees, for operational matters including finance, employment and performance related activity.

Related parties:

All related party transactions are disclosed in the notes to the accounts.

Pay policy for senior staff:

All directors, who are also the trustees, give of their time freely and no director received remuneration in the year. Details of directors' expenses and related party transactions are disclosed in the notes to the accounts. The pay of the senior staff is reviewed annually.

Risk Management:

The trustees have a risk management strategy which comprises an annual review of the risks the charity may face and have systems and procedures in place to mitigate those risks identified. Should these risks materialise procedures would be implemented to minimise and potential impact on the charity. Nonfinancial risks have also been considered, with attention being paid to fire and health and safety of all concerned with the Centre and its work. The Centre also has a financial reserves policy which is regularly reviewed by the trustees.

OBJECTIVES AND ACTIVITIES

The general object of the charity in the year was to continue to undertake voluntary work in education, social services and similar charitable activities amongst those classes in need. The specific activities undertaken were as follows:

- Operating a Community Transport Scheme;
- Administration of a Scheme to Promote Older People's Independence;
- Recruit, advise and guide those willing to undertake voluntary work in education, social services and similar charitable activities; and
- Continue to develop a supported and strengthened volunteering network throughout its area of provision by the direct services within its operation to contribute to the quality of life of the people of the Evesham Vale.

ACHIEVEMENT AND PERFORMANCE

Charitable activities:

The activities and achievements of the charity are shown elsewhere in the annual report.

FINANCIAL REVIEW

Reserves policy:

Reserves are needed to bridge the gap between spending and receiving of income and to cover unplanned expenditure. The trustees have a policy to earmark funds in a designated closure fund. These funds are what the trustees' prudently set aside to cover additional costs that may be incurred, if for any reason the company was to cease its activities. The Trust had unrestricted reserves of £20,980 (2022: £22,565) on remaining non-designated unrestricted funds, the details of which are given in the notes to the accounts. The trustees believe the current level of reserves held will enable the charity to continue its work in the foreseeable future and are regularly reviewing funding availability to ensure that the charity can continue its operations in the medium term.

Principal funding sources:

During the period of review, the principal funding came from various government organisations, charities and similar bodies.

Plans for the future:

The trustees wish to continue the current areas of activities but can only do so if the charity is in receipt of the appropriate resources to carry out such activities.

Public Benefit:

In pursuance of the objective, Evesham Volunteer Centre has had regard to the guidance from the Charities Commission on the provision of public benefit. The first principle requires Evesham Volunteer Centre to identify the benefits and second to demonstrate that these benefit the public or a section of the public. The principal object described above identifies the benefits, and the Chairman's Report details how the charity delivers those benefits to the local community.

ON BEHALF OF THE TRUSTEES:

.....
Mrs. B. Ford

10th October 2023

Independent Examiner's Report to the Trustees of Evesham Volunteer Centre

I report to the Trustees on my examination of the accounts of the company for the year ended 31 March 2023 which are set out on pages 5 to 10 of the Report and Accounts.

Respective responsibilities of trustees and examiner

As the charity's trustees of the Company (who are also the directors of the company 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 for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination 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

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

1. that accounting records were not kept as required by section 386 of the Companies Act 2006; or
2. that the accounts do not accord with those records; or
3. that the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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 Charities SORP (FRS102).

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.



John Liggitt, FCMA
2 The Hopkiln
Church Street
Harvington
Worcestershire
WR11 8PB

10th November 2023

Evesham Volunteer Centre

**Statement of Financial Activities
for the Year Ended 31 March 2023**

	Notes	Unrestricted Funds £	Restricted Funds £	2023 Total Funds £	2022 Total Funds £
INCOMING RESOURCES					
Incoming resources from charitable activities:					
Voluntary income	2	2,065	-	2,065	2,036
Activities from generating funds	3	1,000	-	1,000	1,000
Investment income	4	38	-	38	(193)
Transport scheme	5	28,498	12,865	41,363	43,595
Covid 19 Shopping	2	-	4,356	4,356	6,205
Household Support Fund	2	-	11,513	11,513	10,035
Community Builder Fund	2	-	(2,536)	(2,536)	54,841
Grants received	2	25,298	-	25,298	34,335
Lunch club	3	706	-	706	329
Gift Aid Recovered		341	-	341	284
Other Income		23	-	23	518
Total incoming resources		57,970	26,198	84,168	152,985
RESOURCES EXPENDED					
Charitable activities					
Transport scheme		10,763	10,365	21,128	20,072
Covid 19 Shopping		-	7,658	7,658	14,985
Covid 19 Other		-	-	-	-
Household Support Fund		-	14,309	14,309	9,885
Community Builder Fund		-	1,369	1,369	968
Shop expenses		822	-	822	390
Other costs		946	-	946	481
Management and administration costs		47,024	25,088	72,112	50,724
Total resources expended		59,554	58,789	118,343	97,505
NET INCOMING/(OUTGOING) RESOURCES		(1,585)	(32,591)	(34,176)	55,480
RECONCILIATION OF FUNDS					
Total funds brought forward		35,565	58,936	94,501	39,022
TOTAL FUNDS CARRIED FORWARD		33,980	26,345	60,325	94,501

Evesham Volunteer Centre

Balance Sheet
At 31 March 2023

	Notes	Unrestricted Funds £	Restricted Funds £	2023 Total Funds £	2022 Total Funds £
FIXED ASSETS					
Tangible assets	9	<u>281</u>	<u>-</u>	<u>281</u>	<u>484</u>
CURRENT ASSETS					
Debtors: amounts falling due within one year	10	2,021	-	2,021	4,299
Investments	11	7,686	-	7,686	7,647
Cash at bank and in hand		<u>24,436</u>	<u>26,345</u>	<u>50,781</u>	<u>83,310</u>
		34,142	26,345	60,487	95,257
CREDITORS					
Amounts falling due within one year	12	<u>443</u>	<u>-</u>	<u>443</u>	<u>1,239</u>
NET CURRENT ASSETS		<u>33,699</u>	<u>26,345</u>	<u>60,044</u>	<u>94,017</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>33,980</u>	<u>26,345</u>	<u>60,325</u>	<u>94,501</u>
FUNDS					
Unrestricted funds	14	33,980		33,980	35,565
Restricted funds			<u>26,345</u>	<u>26,345</u>	<u>58,936</u>
TOTAL FUNDS		<u>33,980</u>	<u>26,345</u>	<u>60,325</u>	<u>94,501</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The trustees have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard FRS102.

The financial statements were approved by the Board of Trustees on the 10th October 2023 and were signed on its behalf by:

Mrs B Ford

Evesham Volunteer Centre
Notes to the Financial Statements
for the Year Ended 31 March 2023

1 ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard FRS102 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under the headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of the resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and equipment, etc. 25% to 50% on reducing balance

Taxation

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

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Leasing commitments

Rentals paid under operating leases are charged to the profit and loss account as incurred.

2 VOLUNTARY INCOME

	2023 £	2022 £
Unrestricted		
Donations	2,065	2,036
Grants	25,298	34,335
	<u>27,363</u>	<u>36,371</u>
Restricted		
Grants	13,333	71,080
	<u>13,333</u>	<u>71,080</u>
Total Voluntary Income	<u>40,696</u>	<u>107,452</u>

3 ACTIVITIES FOR GENERATING FUNDS

2023
£

2022
£

4 INVESTMENT INCOME

	2023 £	2022 £
Savings interest	38	(193)
(Note, the interest received was overstated in 2021 and was adjusted in 2022 the correct figures were 2022: £48 and 2021: £103)		

Evesham Volunteer Centre
Notes to the Financial Statements
for the Year Ended 31 March 2023

5 INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	2023		2022
	£	£	£
	Unrestricted	Restricted	Total
Transport Scheme			
Worcestershire CC- Community Transport Scheme		12,865	12,865
Connect Alex & Worc Hospitals Incentive			
Fares charged	21,484		21,484
Administration charges	6,465		6,465
Donations received from passengers	549		549
	<u>28,498</u>	<u>12,865</u>	<u>41,363</u>

6 NET INCOMING/(OUTGOING) RESOURCES

	2023	2022
	£	£
Net resources are stated after charging:		
Depreciation - owned assets	203	379
Independent examiners fee	350	350
	<u>553</u>	<u>729</u>

7 STAFF COSTS & TRUSTEE REMUNERATION

	2023		2022
	£	£	£
	Unrestricted	Restricted	Total
			£
			£
Wages and salaries	30,815	23,983	54,798
	<u>30,815</u>	<u>23,983</u>	<u>54,798</u>

The charity trustees were not paid any remuneration or received any other benefits from employment with the Trust in the year (2022: £nil) neither were they reimbursed expenses during the year (2022: £nil). No charity trustee received payment for professional or other services supplied to the charity (2022: £nil).

Employee Numbers

The average monthly headcount during the year was 2 staff (2022: 1 staff).

8 RELATED PARTY TRANSACTIONS

The charity enjoys a close working relationship with Worcestershire County Council, Wychavon District Council and Evesham Town Council. Together these three entities nominate a significant number of trustees (see the trustee's annual report) and provide funding to enable the charity to carry out its charitable objectives. The following is a summary of funding provided by these entities:

	2023	2022
	£	£
Worcestershire County Council - Transport Consortium Funding	12,865	12,599
Wychavon District Council	22,310	81,521
Evesham Town Council	3,000	-
	<u>38,176</u>	<u>94,120</u>

From time to time trustees who are also County Council nominated trustees have allocated earmarked funds from within the County Council to benefit the charity. During the year the charity received such donations amounting to £nil (2022: £nil).

The Trust benefits greatly from the involvement and enthusiastic support of its many volunteers, details of which are given in our annual report. In accordance with accounting standards, the economic contribution of general volunteers is not measured in the accounts.

Evesham Volunteer Centre
Notes to the Financial Statements
for the Year Ended 31 March 2023

9 TANGIBLE FIXED ASSETS

	Plant and equipment etc		
	Unrestricted	Restricted	Total
	£	£	£
COST			
At 1 April 2022	25,986	-	25,986
Transfer			-
Additions	-		-
At 31 March 2023	25,986	-	25,986
DEPRECIATION			
At 1 April 2022	25,502	-	25,502
Charge for year	203		203
At 31 March 2023	25,704	-	25,704
NET BOOK VALUE			
At 31 March 2023	281	-	281
At 31 March 2022	484	-	484

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	Unrestricted	Restricted	Total
Other debtors	2,013	-	2,013
Prepayments	8	-	8
	2,021	-	2,021

11 CURRENT ASSET INVESTMENTS

	2023		2022
	£	£	£
	Unrestricted	Restricted	Total
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	£	£	£
	Unrestricted	Restricted	Total
Social security and other payroll taxes	-	-	-
Other creditors and accruals	443	-	443
	443	-	443

Evesham Volunteer Centre
Notes to the Financial Statements
for the Year Ended 31 March 2023

13 MOVEMENT IN FUNDS

	At 31/03/2022 £	Net movement in funds £	At 31/03/2023 £
Unrestricted funds			
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Designated closure fund	13,000	-	13,000
	35,565	(1,585)	33,980
Restricted funds			
Transport Scheme	2,877	2,500	5,377
Covid - 19 related activities	5,359	(3,302)	2,057
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	Incoming resources £	Resources expended £	Movement in funds £
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General fund	57,970	59,554	(1,585)
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Restricted funds			
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	General Funds £	Designated Funds £	Restricted Funds £	TOTAL Funds £
Fixed assets	281	-	-	281
Investments	-	7,686	-	7,686
Other current assets	21,142	5,314	26,345	52,802
Less current liabilities	(443)	-	-	(443)
NET ASSETS at 31 March 2023	20,980	13,000	26,345	60,325