

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 2024
for
Evesham Volunteer Centre**

Evesham Volunteer Centre
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and
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Contents	
Report of the Trustees	1 – 3
Independent Examiner's Report	4
Statement of Financial Activities	5
Balance Sheet	6
Notes to the Financial Statements	7 – 10

Evesham Volunteer Centre
Report of the Trustees for the Year Ended 31 March 2024

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 2024 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. P. Scurfield Appointed 05/12/2023
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 Resigned 15/02/2023
Mrs. K. Newbury
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 coopt 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 £6,909 (2023: £20,980) 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.

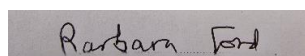
Plans for the future:

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: Barbara Ford, Chairperson

A rectangular box containing a handwritten signature in dark ink that reads "Barbara Ford".

Independent examiner's report on the accounts

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2024.

Responsibilities and basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

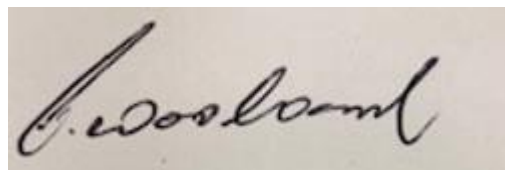
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

A handwritten signature in black ink, appearing to read 'L. Woodward', on a light-colored background.

Lloyd Woodward, FCMA

Pound House,
Main Street,
Offenham,
WR11 8QD

21st January 2025

Evesham Volunteer Centre

Statement of Financial Activities
for the Year Ended 31 March 2024

	Notes	Unrestricted Funds £	Restricted Funds £	2024 Total Funds £	2023 Total Funds £
INCOMING RESOURCES					
Incoming resources from charitable activities:					
Voluntary income	2	2,257		2,257	2,065
Activities from generating funds	3	2,384		2,384	1,000
Investment income	4	0	19	19	38
Transport scheme	5	31,632	7,424	39,056	41,363
Covid Shopping	2	5,439		5,439	4,356
Household Support Fund	2	-	13,000	13,000	11,513
Community Builder Fund	2	-	6,745	6,745	-2,536
Grants received	2	27,000		27,000	25,298
Lunch club	3	628		628	706
Gift Aid Recovered		227		227	341
Shop Utilities Repayment		- 0	1,034	1,034	
Other Income		0		0	23
Total incoming resources		69,567	28,222.00	97,789	84,168
RESOURCES EXPENDED					
Charitable activities					
Transport scheme		15,574	7,424	22,998	21,128
Covid Shopping		-	7,556	7,556	7,658
Covid 19 Other		-		-	-
Household Support Fund		-	17,199	17,199	14,309
Community Builder Fund		-		-	1,369
Shop expenses		716		716	822
Other cost		1,075		1,075	946
Management and administration costs		82,367	6745	89,112	72,112
Total resources expended		99,732	38,924	138,656	118,343
NET INCOMING/(OUTGOING) RESOURCES		- 30,165	- 10,702	- 40,867	-34,176
RECONCILIATION OF FUNDS		-			
Total funds brought forward		33,980	26,345	60,325	94,501
TOTAL FUNDS CARRIED FORWARD		3,815	15,643	19,458	60,325

Evesham Volunteer Centre
Balance Sheet

		Unrestricted Funds £	Restricted Funds £	2024 Total Funds £	2023 Total Funds £
FIXED ASSETS					
Tangible assets	9	<u> </u>	<u> </u>	<u> 0</u>	<u> 281</u>
CURRENT ASSETS					
Debtors: amounts falling due within one year	10	2,876		2,876	2,021
Investments	11		7,705	7,705	7,686
Cash at bank and in hand		6,909		6,909	50,781
		<u>9,785</u>	<u>7,705</u>	<u>17,490</u>	<u>60,487</u>
CREDITORS					
Amounts falling due within one year		<u>3,338</u>	<u> </u>	<u>3,338</u>	<u>443</u>
NET CURRENT ASSETS		<u>6,447</u>	<u>7,705</u>	<u>14,152</u>	<u>60,044</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>6,447</u>	<u>7,705</u>	<u>14,152</u>	<u>60,325</u>
FUNDS					
Unrestricted funds		14,614		14,614	33,980
Restricted funds		<u> </u>	<u>4,844</u>	<u>4,844</u>	<u>26,345</u>
TOTAL FUNDS		<u>14,614</u>	<u>4,844</u>	<u>19,458</u>	<u>60,325</u>

**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	2024	2023
	£	£
Unrestricted		
Donations	£1,239	2,065
Grants	<u>£27,000</u>	<u>25,298</u>
	<u>28,239</u>	<u>27,363</u>
Restricted		
Grants	18,439	<u>13,333</u>
Total Voluntary Income	<u>18,439</u>	<u>13,333</u>
	<u>46,678</u>	<u>40,696</u>

3 ACTIVITIES FOR GENERATING FUNDS	2024	2023
	£	£

4 INVESTMENT INCOME	2024	2023
	£	£
Savings interest	<u>19</u>	<u>38</u>

		2024	2023
5 INCOMING RESOURCES FROM CHARITABLE	£	£	£
	Unrestricted	Restricted	Total
Transport Scheme			
Worcestershire CC- Community Transport		7,472	7,472
Connect Alex & Worc Hospitals Incentive		-	12,865
Fares charged	23,328		23,328
Administration charges	8,257		21,484
Donations received from passengers	720		8,257
	<u>32,305</u>	<u>7,472</u>	<u>720</u>
			<u>549</u>
			41,363

6 NET INCOMING/(OUTGOING) RESOURCES	2024	2023
	£	£
Net resources are stated after charging:		
Depreciation - owned assets	281	203
Independent examiners fee	<u>350</u>	<u>350</u>
	<u>631</u>	<u>553</u>

		2024	2023
7 STAFF COSTS & TRUSTEE REMUNERATION £	£	£	£
	Unrestricted	Restricted	Total
Wages and salaries	<u>£60,987.00</u>	<u>6,745</u>	<u>£67,732.00</u>
	£60,987.00	£6,745.00	54,798

The charity trustees were not paid any remuneration or received any other benefits from employment with the Trust in the year (2023: £nil) neither were they reimbursed expenses during the year (2023: £nil). No charity trustee received payment for professional or other services supplied to the charity (2023: £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 Council. Together these three entities nominate a significant number of trustees (see the trustee's annual report) and provide to enable the charity to carry out its charitable objectives. The following is a summary of funding provided by these entities

	2024	2023
	£	£
Worcestershire County Council - Transport Consortium Funding	7,472	12,865
Wychavon District Council	£23,500	22,310
Evesham Town Council	£4,000	3,000
	<u>£34,972</u>	<u>38,176</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 the annual report. In accordance with accounting standards, the economic contribution of general volunteers is not measured in the accounts.

9 TANGIBLE FIXED ASSETS

	Unrestricted	2024 Restricted	Total	2023 Total £
COST	25,986		25,986	
At 1 April 2023				25,986
Transfer				-
Additions	<u>25,986</u>	<u></u>	<u>25,986</u>	
At 31 March 2024	<u></u>	<u></u>	<u></u>	<u>25,986</u>
DEPRECIATION				
At 1 April 2023	25,704		25,704	25,704
Charge for year	<u>281</u>	<u></u>	<u>281</u>	<u>203</u>
At 31 March 2023	<u>25,985</u>	<u></u>	<u>25,985</u>	<u>25,907</u>
NET BOOK VALUE				
At 31 March 2024	<u>0</u>	<u></u>	<u>0</u>	<u>281</u>
At 31 March 2023	<u>281</u>	<u></u>	<u>281</u>	<u>281</u>

	£	2024		2023
10 DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YE.	Unrestricted	Restricted	Total	Total
Other debtors	2,876			2,013
Prepayments	3,338			8
	<u>6,214</u>	<u>0</u>	<u>0</u>	<u>2,021</u>
				<u>4,042</u>

	£	2024		2023
11 CURRENT ASSET INVESTMENTS	Unrestricted	Restricted	Total	Total
Deposit - United Trust Bank		7,705	7,705	7,686

		2024		2023
12 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	Unrestricted	Restricted	Total	Total
Social security and other payroll taxes				
Other creditors and accruals	3,338		3,338	443
	<u>3,338</u>	<u>2024</u>	<u>3,338</u>	<u>443</u>

13 MOVEMENT IN FUNDS	At 31/03/2023	Net movement in funds	At 31/03/2024
Unrestricted funds			
General fund	20,980	-14,071	6,909
Designated closure fund	<u>13,000</u>	<u>-5,295</u>	<u>7,705</u>
	33,980	-19,366	14,614
Restricted funds			
Transport Scheme	5,377	-533	4,844
Covid - 19 related activities	2,057	-2,057	
Household Support Fund	-2,645	2,645	
Community Builder Fund	<u>21,556</u>	<u>-21,556</u>	
TOTAL FUNDS	<u>60,325</u>	<u>-40,867</u>	<u>19,458</u>

PURPOSE OF RESTRICTED FUNDS

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

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 Builder Fund - To fund an individual to work within Evesham and surrounding villages to discover assets and promote village communities.