



**The Volunteer  
Centre** Chesterfield &  
NE Derbyshire

# Annual Report of the Volunteer Centre

Chesterfield & NE Derbyshire  
2020 / 2021



**BRINGING VOLUNTEERING TO LIFE**

Registered charity 1107942 | Registered in England & Wales 5329651

[www.chesterfieldvc.org.uk](http://www.chesterfieldvc.org.uk)



## **BOARD OF DIRECTORS**

Chair: Cllr Kate SARVENT – Chesterfield Borough Council

Vice Chair:

Treasurer: Stephanie BRATT – Sheffield University

### **Directors:**

Sharon ROGERS: independent

Jane BRIGGS: independent

Cayetano REBORA: independent

Cllr Diana RUFF: North East Derbyshire District Council

Shelagh HANSON: independent

Cecilia HOPTON: independent

Natalie REBORA: GP

Liz MARSDEN: volunteer

## **STAFF**

Dave RADFORD: Centre Manger

Janet MILLINGTON: Elderfriends Project Coordinator

Steve CHAMBERS: Development and Fundraising Officer

Magnus SHAW: Volunteer Communications Manager

Liz SMITH: Home from Hospital Project Coordinator

### **Bankers**

Yorkshire Bank PLC

### **PayRoll**

Barber Harrison & Platt

### **Auditors**

Clay Cross Accounting



## CHAIR'S REPORT

It has been another difficult year on the Covid 19 front with further lockdowns at the beginning of 2021, but life did return to some semblance of normality later on.

However we must not be complacent and another new variant has once again given us cause for concern. No one wants to return to the dark days of 2020.

The one thing that has remained constant is the determination and resilience of all our staff who once again have maintained a presence in the office throughout the year, and for that I congratulate them on behalf of all members of the Board.

They have continued to provide much needed support for the most vulnerable in our society.

We have lots of positive news to report this year:

We managed to get together to celebrate our 25th birthday, with a party at Brampton Brewery, and a good night was had by all.

We continue to receive core funding for our projects thanks to the knowledge and tenacity of Dave Radford, our Manager. We also hope to benefit from being one of the Mayor's chosen charities and thank Cllr Glenys Falconer for her support.

Our links with Chicago go from strength to strength and the befriending scheme is proving so successful that some of our members are even planning to meet up when possible.

We developed and launched our unique Volife App which has become the envy of all, and looks set to be rolled out as the preferred platform in Derbyshire.

And we were able to hold our wonderful Voluntary Sector Awards again this year and it proved to be our biggest and best. We even managed to link up with Chicago who were able to take part. It was so good to recognise all the great work of our volunteers that quietly continues despite all that Covid can throw at us. Congratulations to all who were nominated.

We are also hoping to hold our Swim Against Loneliness next summer to boost our funds.

The only certainty at the moment is the uncertainty around Covid. Whatever 2022 brings we will be here for those who continue to need our support. And long may that continue.

KATE SARVENT

*Chair, Board of Directors*



# TREASURER'S REPORT

## INTRODUCTION

2020/21 was a fantastic year for the Volunteer Centre all around, not least when it comes to the subject of financial management. The organisation generated a surplus of £50k on income of £171k for the year ended 31 March 2021: an amazing achievement.

Securing income streams is likely to remain a challenge as the pandemic continues to dominate the financial and political landscape. However, the year's surplus contributes a welcome boost to reserves and leaves the Volunteer Centre in a strong position to continue supporting the people of Chesterfield and North East Derbyshire.

Prior to the start of the financial year we set our customary cautious budget, which suggested a small surplus of around £4k. However, funding from Chesterfield Borough Council, Derbyshire County Council, North East Derbyshire District Council, Sever Trent and Big Lottery Awards to our innovative 'To Your Door' project boosted the bottom line and provided some stability for what will doubtless be another uncertain year in 2022. Volunteers and staff worked tirelessly during the most difficult of times, making over 3200 essential deliveries to vulnerable people across the region.

Income for the year was c£38k higher than expected, largely due to the Home from Hospital project and funding from various sources, as outlined above, to support people during the ongoing pandemic.

Expenditure was well controlled as always and came in £8k below budget. This resulted in a positive variance on the original budget of £46k.

More detailed information about the financial position is shown below.

## FINANCIAL OVERVIEW

Income of £171k and expenditure of £121k resulted in a net surplus of £50k. This compared favourably with the previous year's surplus of £25k.

Income was up by £28k on 2019/20, while corresponding expenditure increased by just £3k, demonstrating once again how well the organisation manages its financial resources. The result for the year leaves the Charity's total funds standing at £294k, up from £224k at 31 March 2020.

More detail about the Volunteer Centre's financial performance is given in the following paragraphs.

## INCOME

The increase in income was predominantly due to funding from various organisations for the purpose of providing support services during the ongoing pandemic: Chesterfield Borough Council, Derbyshire County Council, North East Derbyshire District Council, Sever Trent and the Big Lottery Fund all provided funding to enable our volunteers to provide essential delivery services to vulnerable people across the region.



## **TREASURER'S REPORT (cont.)**

### **EXPENDITURE**

The increase in total expenditure was minimal, showing only a £3k increase on 2019/20.

### **BALANCE SHEET**

The balance sheet position has strengthened as a result of the bottom line surplus, with the cash balance increasing from £239k to £302k.

Total funds amount to £294k, comprising unrestricted funds of £156k and restricted funds of £138k.

### **FUNDS (RESERVES)**

The Charity has unrestricted funds of £156k, of which funds designated for specific purposes amount to £91k and free reserves to £65k.

The free reserves of £65k represent six and a half months' running costs of the Volunteer Centre. This is higher than the trustees' recommended minimum of three months, however the current level is appropriate for an organisation of the Volunteer Centre's size in the current economic climate. The trustees will reconsider the optimal level of free reserves during the coming year.

### **SUMMARY**

It has been a very good year for the Volunteer Centre from a financial point of view. Once again the management and staff have demonstrated exceptional financial management, enabling the organisation to enhance its financial position over the year and to head into 2021/22 with much optimism.

### **OUTLOOK**

An increase in reserves of £50k over the course of 2020/21 has left the Volunteer Centre in an excellent position to continue to serve the people of Chesterfield and North East Derbyshire over the coming years. The Centre has a strong balance sheet, good cash reserves and can look forward to a bright future. A small spoiler: the 2021/22 results are again looking strong. If you want to know how it turned out, you'll have to attend next year's meeting. Watch this space.

### **ACKNOWLEDEMENTS**

I would like to thank my fellow trustees, the management and staff of the Volunteer Centre and all our volunteers for their time, commitment and effort over the past year. The times we are living in have tested us all to the limit, but we came through with a smile. You're all amazing; the Volunteer Centre would be nothing without you.

I would be delighted to serve as Treasurer for a further term if elected by the members.

STEPHANIE BRATT, FCCA

*Treasurer*

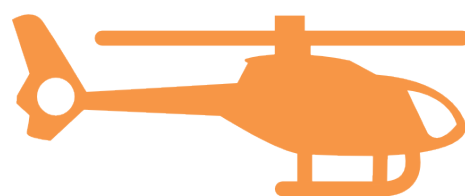


## MANAGER'S REPORT

If I start by saying that this hasn't been the easiest of years to negotiate then I'm sure you'll understand why. Covid, Lockdowns, Lock-ins, social distancing – the list goes on. A couple of the projects here went on hold because of Covid and are only just coming back to life. Our befriending scheme moved to a telephone befriending scheme and even now we have to be very careful about who visits who and where they are in terms of their vaccinations. That said, the project is as close to operational as we are likely to get although the **Elderfriends** groups are unlikely to be operational again.

Most organisations and in and around Chesterfield were forced to furlough staff and the services they offered disappeared. We decided that in order for us to continue to provide the shopping service we had been asked to provide then we needed to be here in The Centre. That did mean that we all caught covid, (except Janet who we feel is a character from a Marvel comic), but it also meant that people received the assistance they needed. At times we felt quite lonely being the only operational service, but people are returning gradually. (Well some are).

Covid also meant that **The Voluntary Sector awards** was cancelled but we do look forward to things having opened up enough to stage them in 2021.



## MANAGER'S REPORT (cont.)

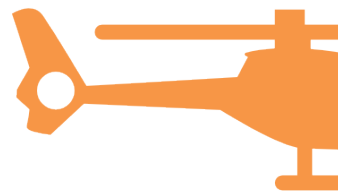
Back in 2020 we linked up with a Volunteer Centre in Chicago in the USA. They have been tremendous fun to work with and we already have a project called '**Across The Pond**' up and running which works as a modern day pen friend scheme – but with more mature people.

They are a lovely bunch of people who have entered into the spirit of this in fine style and I can't wait till travel restrictions are such that we can actually visit them in person.

The other big thing this year has been the publication of our book '**Through Their Eyes**' which is a selection of interviews with people who took part in conflict. All of the proceeds from the book will go back into our befriending scheme.

Finally, I'd like to say a massive thank you to the team here at **The Volunteer Centre** and to my Board of Directors for their unwavering support of me and the unseen hard work that goes on behind the scenes.

DAVID RADFORD  
*Centre Manager*







At the beginning of the pandemic The Volunteer centre were asked to provide a shopping service and prescription pick up for residents across Chesterfield and North East Derbyshire. This started in April 2020 and by the end of that financial year, we had successfully delivered to over 2,700 referrals. This was an amazing achievement and we were by far the busiest Centre in Derbyshire.

Although referrals started to diminish in the summer of 2020 they picked up again as we went into our second lockdown and remained consistent for the next few months. To date we have delivered to nearly 3,400 referrals. The project itself has officially closed as there just wasn't the funds available to keep it running, however, we do keep a skeleton service running for around 12 individuals who still really can't get out to do a shop.

Originally the project boasted over 100 volunteers, most of whom were furloughed staff, eventually many of these volunteers returned to work and we are now left with around 6 who have continued to volunteer.

The one thing that was highlighted by this project was that there is a pressing need for a shopping service in Chesterfield and North East Derbyshire and this is something we are looking to address.





The Elderfriends Befriending service has continued to provide befriending support to lonely and socially isolated people over the age of 50 years and above in the counties of Chesterfield Borough and NE Derbyshire which for the most part continued to be under the restrictions imposed by COVID19, hence contact in the main until a little later on this year has been by 'telephone' support in order to keep both service users and volunteers safe. We saw a rise in those requiring befriending support this past year with 76 new referrals received to date.

We have supported 87 service users during this year through an amazing team of 86 volunteers who have been instrumental in providing vital support to those individuals who have been struggling during the pandemic through both 'telephone befriending' and more recently visits. The elderly in our society have been the ones most affected by the pandemic and many have not seen family or friends since the outbreak. Having the support of regular contact from volunteers has become a lifeline and has been pivotal to the wellbeing of our clients.

The re-commencement of our weekly Friendship from the 22nd July 2021 was a significant move to bring our members together and the chance to meet with friends in a safe and protected environment. We hired Stonegravels Parish Centre for a joint club as opposed to running the two clubs due to Rose Hill URC undergoing structural renovations, however, the location proved difficult for those who were previously attending the Brimington group and over a period of weeks the numbers dwindled. A decision was made to close the clubs during mid-September. At the moment there are no plans to re-open the clubs but we will be keeping a close eye on this.

This year has seen the publication of Dave's new book 'Through Their Eyes' which is a collection of both service users on our project and volunteer's family members who recounted their memories and experiences living and serving during the Second World War. It has been 6 years in the making but worth the time and dedication involved thanks to the hard work of Dave and to those who shared and recounted their stories and memories with us. It was an emotional and humbling experience but an honour and a privilege to be part of this journey.

*JANET MILLINGTON*  
*Project Coordinator*



The **Home From Hospital** service is now nearing the end of its third year, the good news is that the success of the project has seen Derbyshire County Council extend the tender for a fourth year taking us to the end of March 2023. This is one of the few projects, to date, that has been successfully tendered by infrastructure organisations (Volunteer Centres) across Derbyshire.

The project aims to deliver practical help and support to people after they have been discharged from hospital. Support is offered to a client for six weeks although this year we extended support beyond this, as lockdown stopped people from becoming independent of support. Re-enablement can be long-term and the one thing we don't want to do is leave people high and dry. There was concern that the project would have to go on hold when Coronavirus hit, but here in Chesterfield the project carried on throughout the pandemic, not in exactly the same way – but carried on nonetheless.

We are getting more complex cases as more and more people have been affected by the pandemic with people deteriorating both physically and mentally. This is a great cause for concern as we come out of lockdown and try to assimilate people back into their communities.

Chesterfield and NE Derbyshire has been the busiest area in the whole of the county and since the start of this year we have received 281 referrals from April 2020 to March 2021 over double from the previous year. In terms of Volunteer hours the project made use of 1,583 hours. The chances are though, that we are greatly underestimating the amount of time that has been given.

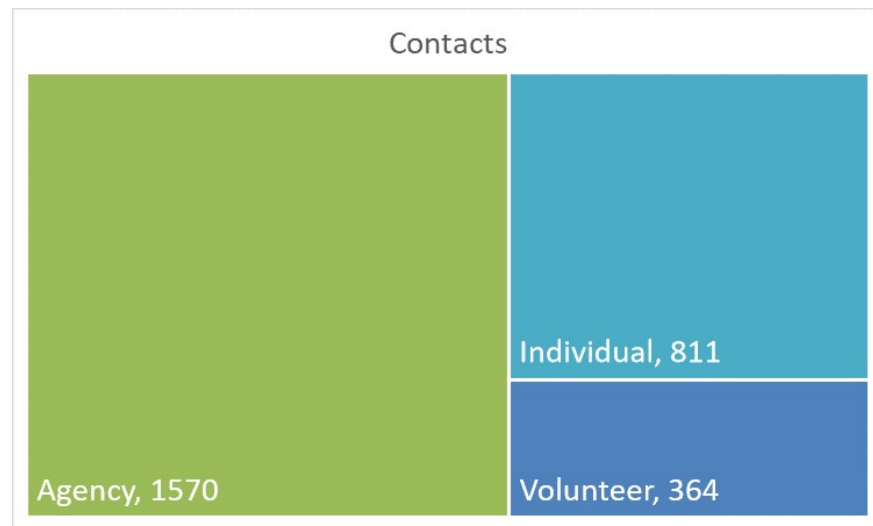
The most pressing concern we have at the moment is the need for more volunteers, but we aren't the only organisation with that issue.

*LIZ SMITH*

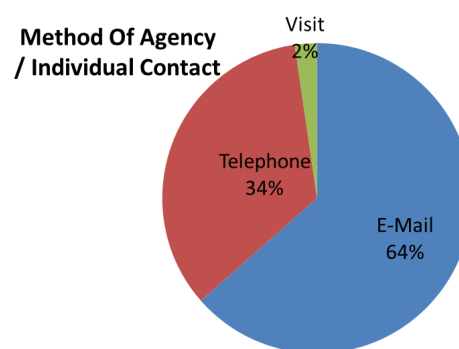
*Project Coordinator*



## THE NUMBERS

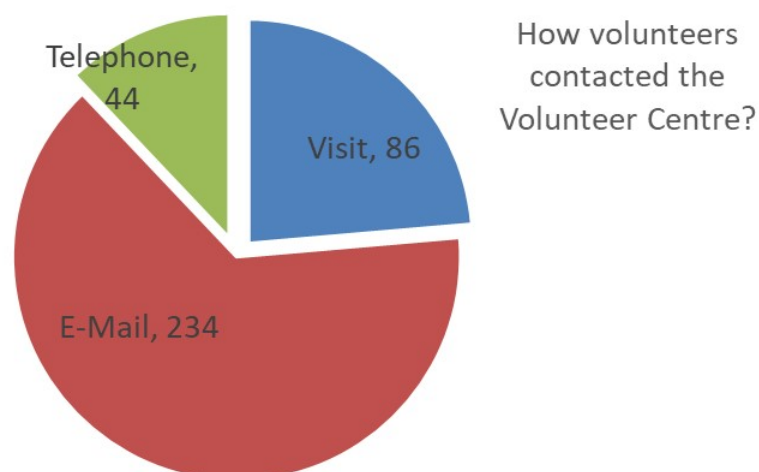


The number of contacts the **Volunteer Centre** has received in 2021 was 3,259. Of those contacts the number of volunteer has decreased by –29% from the previous year. The reason for this is down to Covid. Many Volunteer Involving Organisations ceased working during the pandemic so weren't looking for volunteers, likewise volunteers were not venturing out to volunteer. The number of individuals has increased by 39% - again this will be individuals looking for assistance.

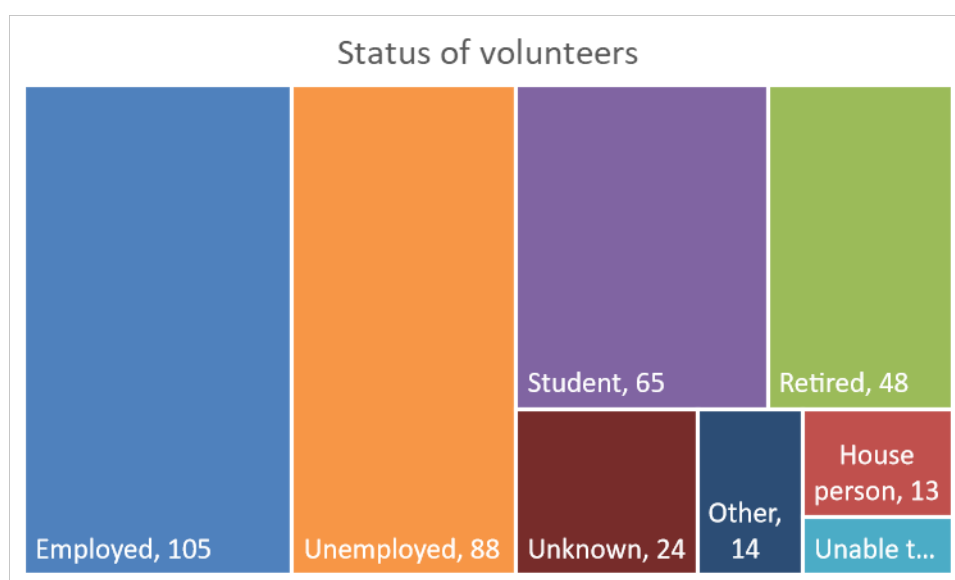


Although the percentage of contacts by agencies and individuals has increased, the number of telephone calls has decreased, this is due in part to the number of people isolating and shielding coming out of lockdown, however the calls became too numerous to monitor all so this is a real under representation of the actual number of calls we received over the year. The same can be said of email communication. Visits perhaps understandably were still low due to lockdown.

## THE NUMBERS



Visits to the Centre increased over the year to 41% as our lives started to go back to normal. The number of telephone calls also increased.



The percentage of volunteers that have contacted The Volunteer Centre who are unemployed has increased from 21% to 24%. The number of employed has decreased from 46% to 29%. The number of students contacting us has increased by 99% this is down to schools and colleges getting back to pre-covid attendance.

## SOCIAL MEDIA

The Volunteer Centre has Instagram, Facebook and Twitter accounts where we regularly post. We have 833 followers on Facebook. We posted 186 times over the year and reached just over 19,000 people in October, November and December alone. We have 202 followers on Instagram.





**The Volunteer Centre, Chesterfield & North East Derbyshire,**  
is a local volunteering development agency working independently to  
support organisations from the voluntary, community and  
public sectors.

In our core work we promote, support and develop volunteering and  
aim to make a positive impact on the quality of the volunteering  
experience for individual volunteers and organisations.

Registered charity: 1107942 | Registered company in England & Wales: 5329651



REGISTERED COMPANY NUMBER: 05329651 (England and Wales)  
REGISTERED CHARITY NUMBER: 1107942

Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 31 March 2021  
for  
The Volunteer Centre - Chesterfield  
and North East Derbyshire  
(A Company Limited by Guarantee)

John H. F. King  
Chartered Certified Accountants  
119 High Street  
Clay Cross  
Chesterfield  
Derbyshire  
S45 9DZ



**The Volunteer Centre - Chesterfield  
and North East Derbyshire**

**Report of the Trustees  
for the year ended 31 March 2021**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of 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**

**Objectives and aims**

The charity's principal activities are to promote, support and develop volunteering in Chesterfield and North East Derbyshire. We aim to make a positive impact on the quality of the volunteering experience for individual volunteers and organisations that work with them. We follow the primary functions of a Volunteer Centre which include:

- Brokerage role - supporting volunteers and helping them make informed choices
- Marketing volunteering - stimulating and encouraging local interest in volunteering
- Good practice development - promoting good practice in working with volunteers and volunteer involving organisations
- Developing volunteering opportunities - working creatively to develop imaginative, non-formal opportunities for potential volunteers
- Policy response and campaigning - campaign proactively for a more volunteer friendly climate
- Strategic development of volunteering - planning at a regional and national level

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit.

We are members of 3D, NCVO and NAVCA.

**The Volunteer Centre - Chesterfield  
and North East Derbyshire**

**Report of the Trustees  
for the year ended 31 March 2021**

**OBJECTIVES AND ACTIVITIES**

**Significant Activities**

The Volunteer Centre Chesterfield and North East Derbyshire run the following services in the community:

**ELDERFRIENDS BEFRIENDING SERVICE**

Elderfriends is a face to face befriending project which provides a service to lonely and socially isolated people. The volunteer service currently provides a service to over 120 individuals and has recruited around 100 volunteers. The pandemic has exacerbated the problem for this client group and we expect the number of referrals to dramatically increase. The Elderfriends project is funded by Adult Care Derbyshire and The Big Lottery Community Fund who provided three years project costs once funding from the CCG had finished.

**SAFE & SOUND**

This project was formed by The Volunteer Centre after identifying a gap in the market around transport to medical appointments for elderly individuals and small DIY tasks. This has been an incredibly successful project over the last five years with the centre providing over 600 tasks up to March of last year. During its life span the project has been funded by The Inman Charity, Aviva and was also successful in winning funding from the People's Project Fund - a competition sponsored by ITV and The Big Lottery.

**MACMILLAN SAFE & SOUND**

Originally set up to operate in and around the Bolsover area the Macmillan Safe & Sound project was established to provide similar activities to those in its sister 'Safe & Sound' project. After one year of relative success the project was moved to encompass the whole of Chesterfield and North East Derbyshire. The project was funded by Macmillan but this funding was ended somewhat prematurely last year.

**HOME FROM HOSPITAL**

Now into its third year the Home From Hospital project was a tender secured by the Volunteer Centre network which operates across Derbyshire. The project provides a six week care and support package to individuals who have recently been discharged from hospital. Chesterfield are one of five Volunteer Centre's across the county involved in this project and, because of the size of the area we support, are by far the busiest. The project itself is funded by Derbyshire County Council.

**THE VC QUALITY MARK**

Working as part of the Volunteer Strategic Partnership, The Volunteer Centre has designed a quality mark for Volunteer Involving Organisations so they can show they can work effectively with volunteers. This is an online submission process and lasts for three years. The one-off funding came from The Chesterfield Health and Wellbeing Strategic Partnership.

**TO YOUR DOOR**

This project sprang up out of a need, during the pandemic, for an organisation to provide a shopping and prescription collection service across Chesterfield and North East Derbyshire. The project has been the mainstay of Volunteer Centre services throughout lockdown. Over the last year The Volunteer Centre has made over 3200 deliveries and these efforts meant we were awarded the Beacon of Hope award for our efforts. To Your Door was funded by: Chesterfield Borough Council; Derbyshire County Council; Severn Trent; Big Lottery Awards For All; and North East Derbyshire District Council.

**The Volunteer Centre - Chesterfield  
and North East Derbyshire**

**Report of the Trustees  
for the year ended 31 March 2021**

**OBJECTIVES AND ACTIVITIES**

**CORE- INFRASTRUCTURE SERVICES**

The main services offered by The Volunteer Centre are to provide a bespoke brokerage service to individuals looking to access a volunteering roll or from a Volunteer Involving Organisation (VIO) looking for advice or information about the specifics surrounding volunteer recruitment and engagement. These are services we have always provided but have never been adequately recompensed for. Following on from the removal of our befriending funding it was decided that Chesterfield Volunteer Centre should fall in line with other Centres in the county and be awarded such funding. We were therefore delighted when the Clinical Commissioning Group announced they would fund these activities in line with the rest of the County. On average the Volunteer Centre sees over 2,500 potential volunteers a year and has contact with organisations on around 3,500 separate occasions. We are the busiest Centre in Derbyshire outside of Derby City.

**ACHIEVEMENT AND PERFORMANCE**

**Charitable activities**

During the year the charity continued to run services as outlined under OBJECTIVES AND ACTIVITIES above.

**FINANCIAL REVIEW**

**Financial position**

Total income increased in the year from £142,736 to £170,971. Expenditure increased in the year from £117,804 to £120,625 giving net income of £50,346 (2020: £24,932).

The charity had funds carried forward at 31st March 2021 of £294,402 (2020: £244,056) of which £137,922 (2020:£97,851) are restricted funds and £156,480 (2020: £146,205) are unrestricted funds.

**Principal funding sources**

Principal funding sources for the charity for 2020/21 were by way of grants from major funding sources and ongoing tenders from The Clinical Commissioning Group, Home From Hospital and The Lottery Community Fund.

**Reserves policy**

The Board of Trustees has examined the charity's requirements for reserves in light of the main risks of the organisation, including the risk of existing funding income streams not continuing beyond their current anticipated date of cessation. It has established a policy whereby the unrestricted funds neither committed or restricted to achieving the charity's aims and objectives,, nor set aside for other specific purposes, should amount to no less than three months of the total running costs of the Centre, approx. £29,000. At 31st March 2021 free reserves amounted to £65,480 (2020:£55,205), which is after designating funds of £91,000 (2020: £91,000), and is above the required level. However, maintaining and where possible, improving the level of reserves is increasingly important given the uncertainty that currently exists in the volunteering sector, coupled with the worsening in recent times of general economic conditions. The trustees are therefore satisfied that the level of reserves held is appropriate.

**Going concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

**Charity constitution**

The Volunteer Centre - Chesterfield and North East Derbyshire is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association dated 11th January 2005 and is a registered charity number 1107942.

**The Volunteer Centre - Chesterfield  
and North East Derbyshire**

**Report of the Trustees  
for the year ended 31 March 2021**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Recruitment and appointment of new trustees**

The charity has a board of up to fifteen (but never less than six) trustees elected by and from the membership. The trustees of the company are also directors for the purpose of company law. Under the requirements of the Memorandum and Articles of association the board of trustees are elected at each Annual General Meeting to serve for one year only. At the end of this period they can stand down or stand for re-election at the following Annual General Meeting.

The board of trustees may at any time fill casual vacancies on the board by co-option, provided that such co-opted persons are also members of the company; provided also that they do not number more than one third of the total number of the members of the board, and their appointment comes to an end at the next annual general meeting following their co-option.

Due to the nature of The Volunteer Centre's work, the board will seek to ensure that the various needs of the client group are appropriately reflected through the diversity of the trustee body. To enhance the potential pool of trustees, the charity will, through selective advertising, seek to identify new board members to widen and strengthen the existing skills mix.

**Organisational structure and decision making policies**

The Volunteer Centre has a board of trustees of up to fifteen people who meet every six weeks and are responsible for the strategic direction and policy of the charity. The board consists of a number of people from a variety of professional backgrounds relevant to the work of the charity. The secretary also sits on the board but has no voting rights.

The board is responsible for ensuring that the charity delivers the services specified. The manager has responsibility for the day-to-day operational management of the Centre, individual supervision of the staff team and also ensures the team continue to develop their skills and working practices in line with good practice.

**Induction and training of new trustees**

All trustees will be encouraged to attend training which will benefit themselves as trustees. They will also undergo a short induction into the work of the Centre.

**Related parties**

The charity is guided by both local and national policy. At a national level, The Volunteer Centre, Chesterfield & North East Derbyshire, is a member of NCVO/ Volunteering England. As a local infrastructure organisation the charity is an active member of the Derbyshire Volunteer Centres network and feeds into all the local infrastructure provision.

**Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

**Plans for Future Periods**

The charity plans to continue the activities outlined in the forthcoming years subject to satisfactory funding arrangements. We will also continue to represent the voluntary sector on various platforms and support organisations and volunteers to the best of our ability.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

05329651 (England and Wales)

**Registered Charity number**

1107942

**Registered office**

38 Knifesmithgate  
Chesterfield  
Derbyshire  
S40 1RQ

**The Volunteer Centre - Chesterfield  
and North East Derbyshire**

**Report of the Trustees  
for the year ended 31 March 2021**

**Trustees**

Cllr Kate Sarvent  
Stephanie Bratt Treasurer  
Cllr Shay Boyle  
Jane Briggs  
Cayetano Rebora  
Sharon Rogers  
Helen Cashin  
Jessica Eyre  
Kerrie Robertson  
Cllr Diana Ruff  
Joye Dobbs (resigned 14.7.20)  
Christopher Hutchings (resigned 18.9.20)  
Celia Harper (appointed 5.2.21)  
Sarah Isaacs (appointed 5.2.21)  
Elizabeth Mary Marsden (appointed 5.2.21)  
Nathalie Rebora (appointed 2.7.21)

**Company Secretary**

David Andrew Radford

**Independent Examiner**

John Henry Francis King  
FCCA  
John H. F. King  
Chartered Certified Accountants  
119 High Street  
Clay Cross  
Chesterfield  
Derbyshire  
S45 9DZ

**TRUSTEES' RESPONSIBILITY STATEMENT**

The trustees (who are also the directors of The Volunteer Centre - Chesterfield and North East Derbyshire for the purposes of company law) are responsible for preparing the Report of the Trustees 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

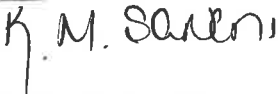
The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding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

**The Volunteer Centre - Chesterfield**  
**and North East Derbyshire**

**Report of the Trustees**  
**for the year ended 31 March 2021**

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 26 November 2021 and signed on its behalf by:

A handwritten signature in black ink, appearing to read 'K. M. Sarvent', is written over a horizontal line.

Cllr Kate Sarvent - Trustee

**Independent Examiner's Report to the Trustees of**  
**The Volunteer Centre - Chesterfield**  
**and North East Derbyshire**

**Independent examiner's report to the trustees of The Volunteer Centre - Chesterfield and North East Derbyshire ('the Company')**

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

**Responsibilities and basis of report**

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

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

**Independent examiner's statement**

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

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

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

John Henry Francis King  
FCCA  
John H. F. King  
Chartered Certified Accountants  
119 High Street  
Clay Cross  
Chesterfield  
Derbyshire  
S45 9DZ

26 November 2021

**The Volunteer Centre - Chesterfield  
and North East Derbyshire**

**Statement of Financial Activities  
for the year ended 31 March 2021**

	Notes	Unrestricted funds £	Restricted funds £	31.3.21 Total funds £	31.3.20 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	11,511	159,460	170,971	141,904
Other trading activities	3	-	-	-	832
<b>Total</b>		11,511	159,460	170,971	142,736
<b>EXPENDITURE ON</b>					
Raising funds	4	427	-	427	953
<b>Charitable activities</b>	5				
Charity General		809	119,389	120,198	116,851
<b>Total</b>		1,236	119,389	120,625	117,804
<b>NET INCOME</b>		10,275	40,071	50,346	24,932
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		146,205	97,851	244,056	219,124
<b>TOTAL FUNDS CARRIED FORWARD</b>		156,480	137,922	294,402	244,056

The notes form part of these financial statements



**The Volunteer Centre - Chesterfield**  
**and North East Derbyshire**

**Balance Sheet**  
**31 March 2021**

	Notes	Unrestricted funds £	Restricted funds £	31.3.21 Total funds £	31.3.20 Total funds £
<b>CURRENT ASSETS</b>					
Debtors	12	-	1,028	1,028	13,155
Cash at bank		157,124	144,835	301,959	239,463
		<u>157,124</u>	<u>145,863</u>	<u>302,987</u>	<u>252,618</u>
<b>CREDITORS</b>					
Amounts falling due within one year	13	(644)	(7,941)	(8,585)	(8,562)
		<u>156,480</u>	<u>137,922</u>	<u>294,402</u>	<u>244,056</u>
<b>NET CURRENT ASSETS</b>					
		<u>156,480</u>	<u>137,922</u>	<u>294,402</u>	<u>244,056</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>156,480</u>	<u>137,922</u>	<u>294,402</u>	<u>244,056</u>
<b>NET ASSETS</b>					
		<u>156,480</u>	<u>137,922</u>	<u>294,402</u>	<u>244,056</u>
<b>FUNDS</b>	14				
Unrestricted funds				156,480	146,205
Restricted funds				<u>137,922</u>	<u>97,851</u>
<b>TOTAL FUNDS</b>				<u>294,402</u>	<u>244,056</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 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 and 387 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.

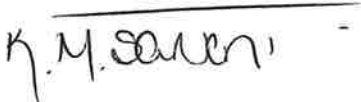
The notes form part of these financial statements

**The Volunteer Centre - Chesterfield**  
**and North East Derbyshire**

**Balance Sheet - continued**  
**31 March 2021**

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

The financial statements were approved by the Board of Trustees and authorised for issue on 26 November 2021 and were signed on its behalf by:



Kate Sarvent - Trustee



Stephanie Bratt - Trustee

The notes form part of these financial statements

**The Volunteer Centre - Chesterfield  
and North East Derbyshire**

**Notes to the Financial Statements  
for the year ended 31 March 2021**

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under 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 resources.

**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.

**Pension costs and other post-retirement benefits**

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**Donated services**

**General Volunteers**

The contribution of general volunteers cannot be measured reliably and therefore is not included as income within the charity accounts. The work of general volunteers is however fundamental for the continuance by the charity of its charitable activities.

**The Volunteer Centre - Chesterfield**  
**and North East Derbyshire**

**Notes to the Financial Statements - continued**  
**for the year ended 31 March 2021**

**2. DONATIONS AND LEGACIES**

	31.3.21	31.3.20
	£	£
Donations	11,511	9,894
Grants	159,460	132,010
	<u>170,971</u>	<u>141,904</u>

Grants received, included in the above, are as follows:

	31.3.21	31.3.20
	£	£
Other grants	<u>159,460</u>	<u>132,010</u>

**3. OTHER TRADING ACTIVITIES**

	31.3.21	31.3.20
	£	£
Room hire	<u>-</u>	<u>832</u>

**4. RAISING FUNDS**

**Raising donations and legacies**

	31.3.21	31.3.20
	£	£
Publicity	<u>427</u>	<u>953</u>

**5. CHARITABLE ACTIVITIES COSTS**

	Direct Costs (see note 6) £	Support costs (see note 7) £	Totals £
Charity General	<u>118,524</u>	<u>1,674</u>	<u>120,198</u>

**6. DIRECT COSTS OF CHARITABLE ACTIVITIES**

	31.3.21	31.3.20
	£	£
Staff costs	77,775	77,219
Premises costs	19,022	17,451
Insurance	1,408	1,749
Light and heat	1,110	1,275
Professional fees	3,528	3,913
Telephone, postage & stationery	2,462	2,875
Staff / volunteer expenses	12,074	4,793
Staff / volunteer training	-	425
Bank charges	800	256
Office equipment	78	5,129
Publications & subscriptions	267	92
	<u>118,524</u>	<u>115,177</u>

**The Volunteer Centre - Chesterfield  
and North East Derbyshire**

**Notes to the Financial Statements - continued  
for the year ended 31 March 2021**

**7. SUPPORT COSTS**

	Governance costs
	£
Charity General	1,674
	<u>1,674</u>

**8. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	31.3.21	31.3.20
	£	£
Independent examiner's fees	1,674	1,674
	<u>1,674</u>	<u>1,674</u>

**9. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

**10. STAFF COSTS**

	31.3.21	31.3.20
	£	£
Wages and salaries	72,884	69,789
Social security costs	1,251	5,088
Other pension costs	3,640	2,342
	<u>77,775</u>	<u>77,219</u>

The average monthly number of employees during the year was as follows:

	31.3.21	31.3.20
Centre Manager	1	1
Project Co-Ordinators	2	2
Administration Assistant	1	1
	<u>4</u>	<u>4</u>

No employees received emoluments in excess of £60,000.

**The Volunteer Centre - Chesterfield**  
**and North East Derbyshire**

**Notes to the Financial Statements - continued**  
**for the year ended 31 March 2021**

**11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	9,894	132,010	141,904
Other trading activities	832	-	832
<b>Total</b>	<b>10,726</b>	<b>132,010</b>	<b>142,736</b>
 <b>EXPENDITURE ON</b>			
Raising funds	528	425	953
<b>Charitable activities</b>			
Charity General	4,982	111,869	116,851
<b>Total</b>	<b>5,510</b>	<b>112,294</b>	<b>117,804</b>
 <b>NET INCOME</b>	<b>5,216</b>	<b>19,716</b>	<b>24,932</b>
<b>Transfers between funds</b>	<b>12,765</b>	<b>(12,765)</b>	<b>-</b>
<b>Net movement in funds</b>	<b>17,981</b>	<b>6,951</b>	<b>24,932</b>
 <b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	<b>128,224</b>	<b>90,900</b>	<b>219,124</b>
 <b>TOTAL FUNDS CARRIED FORWARD</b>	<b>146,205</b>	<b>97,851</b>	<b>244,056</b>

**12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.3.21 £	31.3.20 £
Prepayments and accrued income	1,028	13,155

**The Volunteer Centre - Chesterfield**  
**and North East Derbyshire**

**Notes to the Financial Statements - continued**  
**for the year ended 31 March 2021**

**13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.3.21	31.3.20
	£	£
Accrued expenses	8,585	8,562

**14. MOVEMENT IN FUNDS**

	At 1.4.20	Net movement in funds	At 31.3.21
	£	£	£
<b>Unrestricted funds</b>			
General fund	55,205	10,275	65,480
Redundancy	21,000	-	21,000
Running Costs	50,000	-	50,000
Premises	20,000	-	20,000
	<u>146,205</u>	<u>10,275</u>	<u>156,480</u>
<b>Restricted funds</b>			
Big Lottery Fund	1,961	2,049	4,010
Big Lottery Fund- Awards for All	3,311	-	3,311
Elderfriends	49,942	6,262	56,204
Community Health Champion	10,009	-	10,009
Community Covenant	7,725	-	7,725
Public Health	6,495	-	6,495
Peoples' Project	1,166	-	1,166
Clinical Commissioning Group	9,255	(911)	8,344
Home From Hospital	2,996	13,477	16,473
Inman Charity	4,991	(2,185)	2,806
CBC Health & Wellbeing	-	4,338	4,338
CBC Covid-19	-	4,715	4,715
DCC Covid-19	-	2,696	2,696
Infrastructure DCC	-	5,238	5,238
NEDDC	-	2,500	2,500
Severn Trent	-	1,226	1,226
To-Your-Door	-	666	666
	<u>97,851</u>	<u>40,071</u>	<u>137,922</u>
<b>TOTAL FUNDS</b>	<u>244,056</u>	<u>50,346</u>	<u>294,402</u>

**The Volunteer Centre - Chesterfield  
and North East Derbyshire**

**Notes to the Financial Statements - continued  
for the year ended 31 March 2021**

**14. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	11,511	(1,236)	10,275
<b>Restricted funds</b>			
Big Lottery Fund	25,553	(23,504)	2,049
Elderfriends	17,036	(10,774)	6,262
Clinical Commissioning Group	21,947	(22,858)	(911)
Home From Hospital	43,336	(29,859)	13,477
Inman Charity	-	(2,185)	(2,185)
CBC Health & Wellbeing	4,755	(417)	4,338
CBC Covid-19	10,500	(5,785)	4,715
DCC Covid-19	10,000	(7,304)	2,696
Infrastructure DCC	11,736	(6,498)	5,238
Labour Club Covid-19	1,000	(1,000)	-
NEDDC	2,500	-	2,500
Severn Trent	2,000	(774)	1,226
To-Your-Door	9,097	(8,431)	666
	<u>159,460</u>	<u>(119,389)</u>	<u>40,071</u>
<b>TOTAL FUNDS</b>	<u>170,971</u>	<u>(120,625)</u>	<u>50,346</u>



**The Volunteer Centre - Chesterfield**  
**and North East Derbyshire**

**Notes to the Financial Statements - continued**  
**for the year ended 31 March 2021**

**14. MOVEMENT IN FUNDS - continued**

**Comparatives for movement in funds**

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.20 £
<b>Unrestricted funds</b>				
General fund	42,224	5,216	7,765	55,205
Redundancy	16,000	-	5,000	21,000
Running Costs	50,000	-	-	50,000
Premises	20,000	-	-	20,000
	<u>128,224</u>	<u>5,216</u>	<u>12,765</u>	<u>146,205</u>
<b>Restricted funds</b>				
Big Lottery Fund	-	1,961	-	1,961
Big Lottery Fund- Awards for All	3,540	(229)	-	3,311
Elderfriends	46,754	3,188	-	49,942
Community Health Champion	10,009	-	-	10,009
Community Covenant	7,725	-	-	7,725
Public Health	6,495	-	-	6,495
Macmillan	3,302	9,463	(12,765)	-
Peoples' Project	13,075	(11,909)	-	1,166
Clinical Commissioning Group	-	9,255	-	9,255
Home From Hospital	-	2,996	-	2,996
Inman Charity	-	4,991	-	4,991
	<u>90,900</u>	<u>19,716</u>	<u>(12,765)</u>	<u>97,851</u>
<b>TOTAL FUNDS</b>	<u>219,124</u>	<u>24,932</u>	<u>-</u>	<u>244,056</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	10,726	(5,510)	5,216
<b>Restricted funds</b>			
Big Lottery Fund	25,553	(23,592)	1,961
Big Lottery Fund- Awards for All	-	(229)	(229)
Elderfriends	17,036	(13,848)	3,188
Macmillan	32,991	(23,528)	9,463
Peoples' Project	-	(11,909)	(11,909)
Clinical Commissioning Group	21,946	(12,691)	9,255
Home From Hospital	29,484	(26,488)	2,996
Inman Charity	5,000	(9)	4,991
	<u>132,010</u>	<u>(112,294)</u>	<u>19,716</u>
<b>TOTAL FUNDS</b>	<u>142,736</u>	<u>(117,804)</u>	<u>24,932</u>

**The Volunteer Centre - Chesterfield**  
**and North East Derbyshire**

**Notes to the Financial Statements - continued**  
**for the year ended 31 March 2021**

**14. MOVEMENT IN FUNDS - continued**

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
<b>Unrestricted funds</b>				
General fund	42,224	15,491	7,765	65,480
Redundancy	16,000	-	5,000	21,000
Running Costs	50,000	-	-	50,000
Premises	20,000	-	-	20,000
	<u>128,224</u>	<u>15,491</u>	<u>12,765</u>	<u>156,480</u>
<b>Restricted funds</b>				
Big Lottery Fund	-	4,010	-	4,010
Big Lottery Fund- Awards for All	3,540	(229)	-	3,311
Elderfriends	46,754	9,450	-	56,204
Community Health Champion	10,009	-	-	10,009
Community Covenant	7,725	-	-	7,725
Public Health	6,495	-	-	6,495
Macmillan	3,302	9,463	(12,765)	-
Peoples' Project	13,075	(11,909)	-	1,166
Clinical Commissioning Group	-	8,344	-	8,344
Home From Hospital	-	16,473	-	16,473
Inman Charity	-	2,806	-	2,806
CBC Health & Wellbeing	-	4,338	-	4,338
CBC Covid-19	-	4,715	-	4,715
DCC Covid-19	-	2,696	-	2,696
Infrastructure DCC	-	5,238	-	5,238
NEDDC	-	2,500	-	2,500
Severn Trent	-	1,226	-	1,226
To-Your-Door	-	666	-	666
	<u>90,900</u>	<u>59,787</u>	<u>(12,765)</u>	<u>137,922</u>
<b>TOTAL FUNDS</b>	<u>219,124</u>	<u>75,278</u>	<u>-</u>	<u>294,402</u>

**The Volunteer Centre - Chesterfield  
and North East Derbyshire**

**Notes to the Financial Statements - continued  
for the year ended 31 March 2021**

**14. MOVEMENT IN FUNDS - continued**

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	22,237	(6,746)	15,491
<b>Restricted funds</b>			
Big Lottery Fund	51,106	(47,096)	4,010
Big Lottery Fund- Awards for All	-	(229)	(229)
Elderfriends	34,072	(24,622)	9,450
Macmillan	32,991	(23,528)	9,463
Peoples' Project	-	(11,909)	(11,909)
Clinical Commissioning Group	43,893	(35,549)	8,344
Home From Hospital	72,820	(56,347)	16,473
Inman Charity	5,000	(2,194)	2,806
CBC Health & Wellbeing	4,755	(417)	4,338
CBC Covid-19	10,500	(5,785)	4,715
DCC Covid-19	10,000	(7,304)	2,696
Infrastructure DCC	11,736	(6,498)	5,238
Labour Club Covid-19	1,000	(1,000)	-
NEDDC	2,500	-	2,500
Severn Trent	2,000	(774)	1,226
To-Your-Door	9,097	(8,431)	666
	<u>291,470</u>	<u>(231,683)</u>	<u>59,787</u>
<b>TOTAL FUNDS</b>	<u>313,707</u>	<u>(238,429)</u>	<u>75,278</u>

The purposes of the designated funds are as follows:

Redundancy: To provide for redundancy costs in the event of closure.

Premises: To provide for potential costs for moving premises.

Running costs: To provide for running costs in the event of a reduction in income.

The purpose of the restricted funds are as follows:

Big Lottery Fund: Providing briefing volunteers for lonely and isolated people throughout Chesterfield and North East Derbyshire.

Big Lottery Fund - Awards for All: The Volunteer Centre was successful in accessing this funding to enable the Elderfriends befriending scheme to continue after the reduction in funding which came about with the removal of CCG funding for this project.

Elderfriends: Befriending projects.

Community Health Champion: To develop a network of Community Health Champions across disadvantaged communities.

Community Covenant: To complete a written and oral history of people who have been involved in conflict either directly as a service personnel or indirectly as someone who was affected by the actions of conflict.

**The Volunteer Centre - Chesterfield  
and North East Derbyshire**

**Notes to the Financial Statements - continued  
for the year ended 31 March 2021**

**14. MOVEMENT IN FUNDS - continued**

Public Health: Funding was obtained to develop a quality mark for organisations to show that they work effectively with volunteers.

Peoples' Project: To provide a team of 'rapid response' volunteers, to support people with many 'one off' referrals received.

CCG: The Clinical Commissioning Group have placed their funding into infrastructure work. The funding The Volunteer Centre receives is to deliver a basic brokerage service along with advice and support work. In addition to this we have been asked to provide a signposting service to other organisations in the community.

Home From Hospital: The Home From Hospital project provides care and support to individuals who have recently been discharged from hospital. This support comes in a six week package which outlines the greatest need of the client and delivers on that basis. In some cases, the care package can be extended. It is hoped the introduction of the scheme will prevent re-admission to hospital and in some cases, if instated early enough, could prevent a stay in hospital completely. The project is funded by Derbyshire County Council.

Inman Charity: Provides funds to support the Safe and Sound project.

**Covid 19 Funds:**

During the pandemic The Volunteer Centre received the standard grants available to small businesses and charities to assist with ongoing fixed costs etc.

In addition The Volunteer Centre was used to deliver select services to individuals during the pandemic, namely shopping and prescription pick-ups, funds were made available from a variety of sources, mainly local authorities but also some independent funders including, Severn Trent, The Labour Club and Awards For All which is a fund administered by The Big Lottery gave around £10000 towards the 'To Your Door' project which dealt with all shopping and prescription collections.

**15. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2021.

**The Volunteer Centre - Chesterfield**  
**and North East Derbyshire**

**Detailed Statement of Financial Activities**  
**for the year ended 31 March 2021**

	31.3.21 £	31.3.20 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	11,511	9,894
Grants	159,460	132,010
	<hr/> 170,971	<hr/> 141,904
<b>Other trading activities</b>		
Room hire	-	832
	<hr/>	<hr/>
<b>Total incoming resources</b>	170,971	142,736
<b>EXPENDITURE</b>		
<b>Raising donations and legacies</b>		
Publicity	427	953
<b>Charitable activities</b>		
Wages	72,884	69,789
Social security	1,251	5,088
Pensions	3,640	2,342
Premises costs	19,022	17,451
Insurance	1,408	1,749
Light and heat	1,110	1,275
Professional fees	3,528	3,913
Telephone, postage & stationery	2,462	2,875
Staff / volunteer expenses	12,074	4,793
Staff / volunteer training	-	425
Bank charges	800	256
Office equipment	78	5,129
Publications & subscriptions	267	92
	<hr/> 118,524	<hr/> 115,177
<b>Support costs</b>		
<b>Governance costs</b>		
Independent examiner's fees	1,674	1,674
	<hr/>	<hr/>
<b>Total resources expended</b>	120,625	117,804
	<hr/>	<hr/>
<b>Net income</b>	50,346	24,932
	<hr/> <hr/>	<hr/> <hr/>

This page does not form part of the statutory financial statements

**The Volunteer Centre - Chesterfield  
and North East Derbyshire**

**Contents of the Financial Statements  
for the year ended 31 March 2021**

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REGISTERED COMPANY NUMBER: 05329651 (England and Wales)  
REGISTERED CHARITY NUMBER: 1107942

Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 31 March 2021  
for  
The Volunteer Centre - Chesterfield  
and North East Derbyshire  
(A Company Limited by Guarantee)

John H. F. King  
Chartered Certified Accountants  
119 High Street  
Clay Cross  
Chesterfield  
Derbyshire  
S45 9DZ

**The Volunteer Centre - Chesterfield  
and North East Derbyshire**

**Report of the Trustees  
for the year ended 31 March 2021**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of 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**

**Objectives and aims**

The charity's principal activities are to promote, support and develop volunteering in Chesterfield and North East Derbyshire. We aim to make a positive impact on the quality of the volunteering experience for individual volunteers and organisations that work with them. We follow the primary functions of a Volunteer Centre which include:

- Brokerage role - supporting volunteers and helping them make informed choices
- Marketing volunteering - stimulating and encouraging local interest in volunteering
- Good practice development - promoting good practice in working with volunteers and volunteer involving organisations
- Developing volunteering opportunities - working creatively to develop imaginative, non-formal opportunities for potential volunteers
- Policy response and campaigning - campaign proactively for a more volunteer friendly climate
- Strategic development of volunteering - planning at a regional and national level

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit.

We are members of 3D, NCVO and NAVCA.



**The Volunteer Centre - Chesterfield  
and North East Derbyshire**

**Report of the Trustees  
for the year ended 31 March 2021**

**OBJECTIVES AND ACTIVITIES**

**Significant Activities**

The Volunteer Centre Chesterfield and North East Derbyshire run the following services in the community:

**ELDERFRIENDS BEFRIENDING SERVICE**

Elderfriends is a face to face befriending project which provides a service to lonely and socially isolated people. The volunteer service currently provides a service to over 120 individuals and has recruited around 100 volunteers. The pandemic has exacerbated the problem for this client group and we expect the number of referrals to dramatically increase. The Elderfriends project is funded by Adult Care Derbyshire and The Big Lottery Community Fund who provided three years project costs once funding from the CCG had finished.

**SAFE & SOUND**

This project was formed by The Volunteer Centre after identifying a gap in the market around transport to medical appointments for elderly individuals and small DIY tasks. This has been an incredibly successful project over the last five years with the centre providing over 600 tasks up to March of last year. During its life span the project has been funded by The Inman Charity, Aviva and was also successful in winning funding from the People's Project Fund - a competition sponsored by ITV and The Big Lottery.

**MACMILLAN SAFE & SOUND**

Originally set up to operate in and around the Bolsover area the Macmillan Safe & Sound project was established to provide similar activities to those in its sister 'Safe & Sound' project. After one year of relative success the project was moved to encompass the whole of Chesterfield and North East Derbyshire. The project was funded by Macmillan but this funding was ended somewhat prematurely last year.

**HOME FROM HOSPITAL**

Now into its third year the Home From Hospital project was a tender secured by the Volunteer Centre network which operates across Derbyshire. The project provides a six week care and support package to individuals who have recently been discharged from hospital. Chesterfield are one of five Volunteer Centre's across the county involved in this project and, because of the size of the area we support, are by far the busiest. The project itself is funded by Derbyshire County Council.

**THE VC QUALITY MARK**

Working as part of the Volunteer Strategic Partnership, The Volunteer Centre has designed a quality mark for Volunteer Involving Organisations so they can show they can work effectively with volunteers. This is an online submission process and lasts for three years. The one-off funding came from The Chesterfield Health and Wellbeing Strategic Partnership.

**TO YOUR DOOR**

This project sprang up out of a need, during the pandemic, for an organisation to provide a shopping and prescription collection service across Chesterfield and North East Derbyshire. The project has been the mainstay of Volunteer Centre services throughout lockdown. Over the last year The Volunteer Centre has made over 3200 deliveries and these efforts meant we were awarded the Beacon of Hope award for our efforts. To Your Door was funded by: Chesterfield Borough Council; Derbyshire County Council; Severn Trent; Big Lottery Awards For All; and North East Derbyshire District Council.

**The Volunteer Centre - Chesterfield  
and North East Derbyshire**

**Report of the Trustees  
for the year ended 31 March 2021**

**OBJECTIVES AND ACTIVITIES**

**CORE- INFRASTRUCTURE SERVICES**

The main services offered by The Volunteer Centre are to provide a bespoke brokerage service to individuals looking to access a volunteering roll or from a Volunteer Involving Organisation (VIO) looking for advice or information about the specifics surrounding volunteer recruitment and engagement. These are services we have always provided but have never been adequately recompensed for. Following on from the removal of our befriending funding it was decided that Chesterfield Volunteer Centre should fall in line with other Centres in the county and be awarded such funding. We were therefore delighted when the Clinical Commissioning Group announced they would fund these activities in line with the rest of the County. On average the Volunteer Centre sees over 2,500 potential volunteers a year and has contact with organisations on around 3,500 separate occasions. We are the busiest Centre in Derbyshire outside of Derby City.

**ACHIEVEMENT AND PERFORMANCE**

**Charitable activities**

During the year the charity continued to run services as outlined under OBJECTIVES AND ACTIVITIES above.

**FINANCIAL REVIEW**

**Financial position**

Total income increased in the year from £142,736 to £170,971. Expenditure increased in the year from £117,804 to £120,625 giving net income of £50,346 (2020: £24,932).

The charity had funds carried forward at 31st March 2021 of £294,402 (2020: £244,056) of which £137,922 (2020:£97,851) are restricted funds and £156,480 (2020: £146,205) are unrestricted funds.

**Principal funding sources**

Principal funding sources for the charity for 2020/21 were by way of grants from major funding sources and ongoing tenders from The Clinical Commissioning Group, Home From Hospital and The Lottery Community Fund.

**Reserves policy**

The Board of Trustees has examined the charity's requirements for reserves in light of the main risks of the organisation, including the risk of existing funding income streams not continuing beyond their current anticipated date of cessation. It has established a policy whereby the unrestricted funds neither committed or restricted to achieving the charity's aims and objectives,, nor set aside for other specific purposes, should amount to no less than three months of the total running costs of the Centre, approx. £29,000. At 31st March 2021 free reserves amounted to £65,480 (2020:£55,205), which is after designating funds of £91,000 (2020: £91,000), and is above the required level. However, maintaining and where possible, improving the level of reserves is increasingly important given the uncertainty that currently exists in the volunteering sector, coupled with the worsening in recent times of general economic conditions. The trustees are therefore satisfied that the level of reserves held is appropriate.

**Going concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

**Charity constitution**

The Volunteer Centre - Chesterfield and North East Derbyshire is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association dated 11th January 2005 and is a registered charity number 1107942.

**The Volunteer Centre - Chesterfield  
and North East Derbyshire**

**Report of the Trustees  
for the year ended 31 March 2021**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Recruitment and appointment of new trustees**

The charity has a board of up to fifteen (but never less than six) trustees elected by and from the membership. The trustees of the company are also directors for the purpose of company law. Under the requirements of the Memorandum and Articles of association the board of trustees are elected at each Annual General Meeting to serve for one year only. At the end of this period they can stand down or stand for re-election at the following Annual General Meeting.

The board of trustees may at any time fill casual vacancies on the board by co-option, provided that such co-opted persons are also members of the company; provided also that they do not number more than one third of the total number of the members of the board, and their appointment comes to an end at the next annual general meeting following their co-option.

Due to the nature of The Volunteer Centre's work, the board will seek to ensure that the various needs of the client group are appropriately reflected through the diversity of the trustee body. To enhance the potential pool of trustees, the charity will, through selective advertising, seek to identify new board members to widen and strengthen the existing skills mix.

**Organisational structure and decision making policies**

The Volunteer Centre has a board of trustees of up to fifteen people who meet every six weeks and are responsible for the strategic direction and policy of the charity. The board consists of a number of people from a variety of professional backgrounds relevant to the work of the charity. The secretary also sits on the board but has no voting rights.

The board is responsible for ensuring that the charity delivers the services specified. The manager has responsibility for the day-to-day operational management of the Centre, individual supervision of the staff team and also ensures the team continue to develop their skills and working practices in line with good practice.

**Induction and training of new trustees**

All trustees will be encouraged to attend training which will benefit themselves as trustees. They will also undergo a short induction into the work of the Centre.

**Related parties**

The charity is guided by both local and national policy. At a national level, The Volunteer Centre, Chesterfield & North East Derbyshire, is a member of NCVO/ Volunteering England. As a local infrastructure organisation the charity is an active member of the Derbyshire Volunteer Centres network and feeds into all the local infrastructure provision.

**Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

**Plans for Future Periods**

The charity plans to continue the activities outlined in the forthcoming years subject to satisfactory funding arrangements. We will also continue to represent the voluntary sector on various platforms and support organisations and volunteers to the best of our ability.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

05329651 (England and Wales)

**Registered Charity number**

1107942

**Registered office**

38 Knifemithgate  
Chesterfield  
Derbyshire  
S40 1RQ

**The Volunteer Centre - Chesterfield  
and North East Derbyshire**

**Report of the Trustees  
for the year ended 31 March 2021**

**Trustees**

Cllr Kate Sarvent  
Stephanie Bratt Treasurer  
Cllr Shay Boyle  
Jane Briggs  
Cayetano Rebora  
Sharon Rogers  
Helen Cashin  
Jessica Eyre  
Kerrie Robertson  
Cllr Diana Ruff  
Joye Dobbs (resigned 14.7.20)  
Christopher Hutchings (resigned 18.9.20)  
Celia Harper (appointed 5.2.21)  
Sarah Isaacs (appointed 5.2.21)  
Elizabeth Mary Marsden (appointed 5.2.21)  
Nathalie Rebora (appointed 2.7.21)

**Company Secretary**

David Andrew Radford

**Independent Examiner**

John Henry Francis King  
FCCA  
John H. F. King  
Chartered Certified Accountants  
119 High Street  
Clay Cross  
Chesterfield  
Derbyshire  
S45 9DZ

**TRUSTEES' RESPONSIBILITY STATEMENT**

The trustees (who are also the directors of The Volunteer Centre - Chesterfield and North East Derbyshire for the purposes of company law) are responsible for preparing the Report of the Trustees 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

**The Volunteer Centre - Chesterfield**  
**and North East Derbyshire**

**Report of the Trustees**  
**for the year ended 31 March 2021**

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 26 November 2021 and signed on its behalf by:

A handwritten signature in black ink, appearing to read 'K. M. Sarvent', is written over a horizontal line.

Cllr Kate Sarvent - Trustee