



Annual Report of the Volunteer Centre

Chesterfield & NE Derbyshire
2022 / 2023



BRINGING VOLUNTEERING TO LIFE

Registered charity 1107942 | Registered in England & Wales 5329651

www.chesterfieldvc.org.uk



BOARD OF DIRECTORS

Chair: Cllr Kate SARVENT

Vice Chair: Sheelagh HANSON (resigned July 2022)

Treasurer: Stephanie BRATT

Sharon ROGERS

Jane BRIGGS (resigned June 2022)

Cayetano REBORA (resigned April 2022)

Cllr Diana RUFF

Cecilia HOPTON (resigned September 2023)

Natalie REBORA (resigned July 2022)

Liz MARSDEN BEM

Eric GILSON

Paul GRINBERGS

STAFF

Dave RADFORD: C.E.O.

Janet MILLINGTON: Elderfriends Project Coordinator

Steve CHAMBERS: Development and Fundraising Officer

Liz SMITH: Home from Hospital Project Coordinator

Sarah FOWKES: Business and Administration

Bankers

Virgin Bank

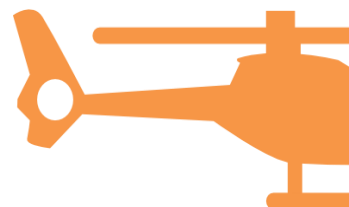
PayRoll

Barber Harrison & Platt

Auditors

John King

Clay Cross Accounting



CHAIR'S REPORT

Firstly, I would like to say a huge thank you to all our staff, volunteers and board members for the part you play in making the Volunteer Centre the success it continues to be.

It takes a lot of effort to organise and administer our various projects and we are constantly chasing and bidding for funding.

However many volunteers we have, we always need more as the waiting lists for our services continue to grow.

This year we have been particularly active in our outreach work to tell people of the opportunities available and the benefits gained from volunteering. Some examples are being part of the Great Chesterfield Get Together, a regular stall at the Veterans Hub and a stall at Dunston School Fair.

So why volunteer?

Volunteer work looks great on your CV and shows a prospective employer that you are committed and willing to take on challenges and learn new or update your existing skills.

Volunteering gives you a sense of accomplishment and opens up different possibilities and opportunities you previously thought were not for you.

Volunteering gives you the chance to give something back to the community or charity that helped you when you were at your most vulnerable.

Not everyone has family or friends to rely on for help.

Our Elderfriends waiting list is full of people just waiting for someone to give them the support they need – perhaps to take them to an appointment or the shops, or maybe just a weekly chat or catch up.

Our Safe and Sound project help people with the jobs most of us just take for granted, like changing a plug or putting up a curtain rail.

However, we also help boards and charities find people with suitable skills to fill vacancies like treasurer or secretary.

Since the Covid pandemic more and more people are feeling isolated and overwhelmed by loneliness.

Mental wellbeing is recognised as equally important as physical wellbeing for experiencing a rewarding old age or living with a disability.

Demands on public services are at an all time high with funding constantly at risk of cuts, so the voluntary sector are having to pick up the slack as never before.

Our volunteers are the lifeline for many in our communities, so we need to not only retain our existing volunteers, but also recruit more.

So, thanks again for the hard work undertaken this year but the challenges remain for future years.

Kate Sarvent.

TREASURER'S REPORT

INTRODUCTION

As we reach the end of financial year 2022/23, I am pleased to present a short report on the Volunteer Centre's financial performance. The year has once again proved successful with the Centre reporting a surplus of £31k, a result similar to that achieved in 2021/22.

Securing reliable income streams remains our primary challenge, exacerbated by the ongoing cost of living crisis, uncertain political landscape and fiercely competitive landscape for charitable funding. The surplus achieved during the year provides a valuable addition to our reserves and improves the Volunteer Centre's financial position as we step into 2023/24.

As in 2021/22, we started with a modest surplus budget, based on anticipated income and associated expenditure. Over the course of the year we made upward adjustments to our forecasts, predominantly due to effective cost management. Our income aligned with the budget, whilst expenditure came in under budget by approximately £250k. Staff costs contributed significantly to these savings.

More detailed information about the financial position is shown below.

FINANCIAL OVERVIEW

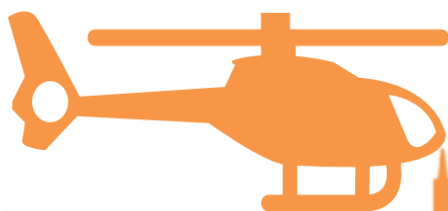
As in 2021/22, we started with a modest surplus budget, based on anticipated income and associated expenditure. Over the course of the year we made upward adjustments to our forecasts, predominantly due to effective cost management. Our income aligned with the budget, whilst expenditure came in under budget by approximately £250k. Staff costs were the main contributor to the underspend.

Income and expenditure were broadly similar to figures reported in 2021/22. Income of £163k and expenditure of £132k resulted in a surplus of £31k, a minor reduction from the £35k in the previous year. Income was in line with 2022, while total costs rose by £5k from £127k to £132k. The result leaves the Charity's total funds standing at £360k, up from £329k at 31 March 2022.

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

BALANCE SHEET

The balance sheet has strengthened as a result of the surplus generated during the year. Cash balances have increased by £7k and total funds stand at £360k, up from £329k at the end of March 2022.



TREASURER'S REPORT (cont.)

FUNDS (RESERVES)

Within the total funds of £360k are unrestricted funds totalling £217k. Of these, £91k is designated by the trustees for specific purposes, with the remaining £126k categorised as free reserves, meaning they can be utilised in any way that supports the Centre's aims and objectives.

The £126k represents over eleven months' worth of operating costs, surpassing the trustees' recommended minimum of three months. While the level of reserves is higher than the recommended minimum, it is not excessive for a charity of the size of the Volunteer Centre in the current climate. It is our intention to review the optimal level of free reserves in the forthcoming year.

SUMMARY

The financial year has been another success for the Volunteer Centre. Our prudent financial management has fortified the organisation's financial position and ensures our ability to continue delivering high quality services to our clients.

OUTLOOK

With a £31k increase in reserves over the course of 2022/23, the Volunteer Centre is well positioned to continue serving the residents of Chesterfield and North East Derbyshire effectively in the coming years. The Centre boasts a robust balance sheet and healthy cash reserves, providing a strong foundation for the future

A small spoiler: 2023/24 is progressing in line with budget at the time of writing (September 2023). If you want to know how it turned out, you'll have to attend next year's meeting. Once again, watch this space.

ACKNOWLEDEMENTS

Finally, I would like to extend heartfelt thanks to my fellow trustees, the diligent management and staff and our amazing volunteers, who have contributed their time, commitment and effort over the past year. Your unwavering support means we can keep on keeping on; we couldn't do it 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

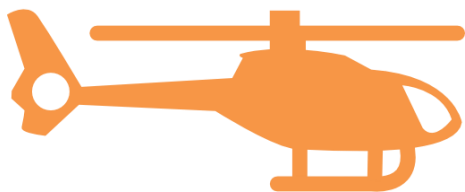
Funny how things change. Last year I was talking about how we were readjusting after the pandemic, and this year all that palaver seems a distant memory. I know that for many it will have had a lasting impact but I have to say it is good to be getting back to something resembling normality.

We did notice that the numbers of people coming into the Volunteer Centre had reduced dramatically, obviously a couple of years stuck inside can do that to people. So, in an effort to boost our numbers we took the 'show on the road' as it were and attended as many different outreach events as we could. It was a tremendously successful exercise and boosted our figures significantly and it has been something we have continued, and will continue to do, going forward.

Last summer we had our first major fundraising event by setting up 'The Swim Against Loneliness', while it was relatively successful it didn't raise the finances I had hoped for, (but having said that, I am a particularly hard person to please!) Perhaps it had something to do with timing—it is difficult to say. We were hoping to replicate the event this year but later on, but at moment that is all on hold as the leisure centre want to work with someone else.

We were also extremely fortunate to be chosen as one of The Mayoresses charities for the year and we want to express our gratitude to Cllr Glenys Falconer and her consort and husband Keith, for choosing us and then going on to raise around £9,000.

We are absolutely delighted to announce that earlier this year we were nominated for The Kings Award for Voluntary Service. This was primarily for the work we carried out during the pandemic. It will be a couple of months before we find out the result but to reach the final nominations is an honour in itself. This award is regarded as being the MBE for voluntary groups and it would be amazing if we could get that auspicious award. We have jumped through all the hoops put before us, visits to the office; on line questions and answers; presentation in Derby; and now nervously await the final decision.





MANAGER'S REPORT (cont.)

That Chicago Experience

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 .

Last year I took myself over there and had a tremendous time talking to a local Rotary Group and meeting the fabulous people from that Centre (or '*Center*' as they spell it). So, with my travel buds well and truly wetted, I decided to go again this year. I didn't actually think it was possible for people to be even more welcoming, but how wrong I was. I never imagined that the email I sent to them during the pandemic would have such wonderfully positive results. The whole experience has been a pleasure and a delight.



Our lovely friends in Chicago (from right to left) Tom; Me; Colleen; Paul; Barbara and Sherry.

I'm not sure but I think this is the only partnership of its kind in the country, and I hope it continues long into the future.

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 they put in behind the scenes.

Dave Radford C.E.O.





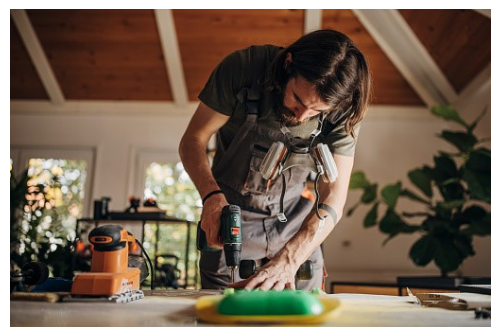
With the pandemic over (or seemingly so) then that saw an end to our shopping scheme. It seemed odd writing out to people to say we could no longer help—but it had to be done as we simply did not have the resources to continue with that project.

The Safe & Sound project continues however, we may not have funding for this but we felt it was important to continue with it as it has provided so much help to people in the past. My main job this year will be to try and bring in a grant to make this a viable project again, it isn't always easy—especially when the funding pots gets smaller and the number of groups trying to access that money gets larger. At the time of writing I'm still recovering from another failed funding bid!



Safe & Sound was something of a catch all, offering assistance with shopping, transport, DIY, gardening and any small task that someone might have difficulty with and it was a popular volunteering activity as well as a good service.

I think it is fair to say we were never short of referrals for this project. In its first year of operation (2017) we recorded over 250 referrals and are close to 200 again for 2023.





The pandemic has hit befriending harder than anyone ever imagined. Yes we were aware that there were very many lonely and socially isolated people across Chesterfield and North East Derbyshire, but covid, keeping people penned in at home, unable to see their families and friends, has really exacerbated that problem.

Suddenly, referrals were coming into the befriending scheme at an alarming rate, we had expected an upturn, we knew it would be a difficult period but we didn't realise just how difficult it would be and just how many referrals we would receive. What has made it even more difficult has been the difficulty in recruiting volunteers for the service. In the past it hasn't been an issue, we have always had a steady stream of volunteers, but at the moment that stream has been reduced to just a trickle.

We also have concerns over the funding. Our Elderfriends project has rarely had the funding it requires but at the moment it isn't just the amount of funding that is an issue but the longevity of it. Derbyshire County Council had said there would be a cessation of project funding at the end of March 2024 and at the time of writing I assume this is still the case. As a team we desperately want the project to continue but we do need some stability. Perhaps the precarious nature of certain projects across the sector are one of the reasons that volunteers are reluctant to get involved? It is hard to say.

JANET MILLINGTON

Elderfriends Project Coordinator





As we look forward to a fifth and final year for the current commissioned service, we continue to offer short term practical support for people who need a little help when they leave hospital, or to help prevent them being re-admitted or needing more support from other statutory services such as Adult Care.

South Derbyshire CVS—who leads on the project, is currently in the process of tendering for further funding from DCC. While the tender will change significantly, we have been asked to remain part of the team delivering the service.

Support has included shopping, prescription collections/delivery, safe and well checks, sign posting and referrals to other services, improvements to home environments and assisting in emotional wellbeing. Referrals usually come via the hospitals themselves but the future tender also includes community referrals so the service will certainly step up a level.

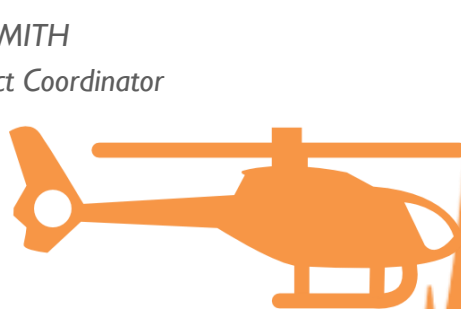
Chesterfield and NE Derbyshire has been the busiest area in the whole of the county and since the start of this year we have received 203 referrals from April 2022 to March 2023. Noting that 79 of those were in the last quarter. In terms of Volunteer hours the project made use of 261 volunteer hours although this is probably a significant under representation.

"I've found the service which Home from Hospital can provide very helpful in filling some of the gaps and needs patients may have which can't be fully met simply with a package of care." (Social Worker)

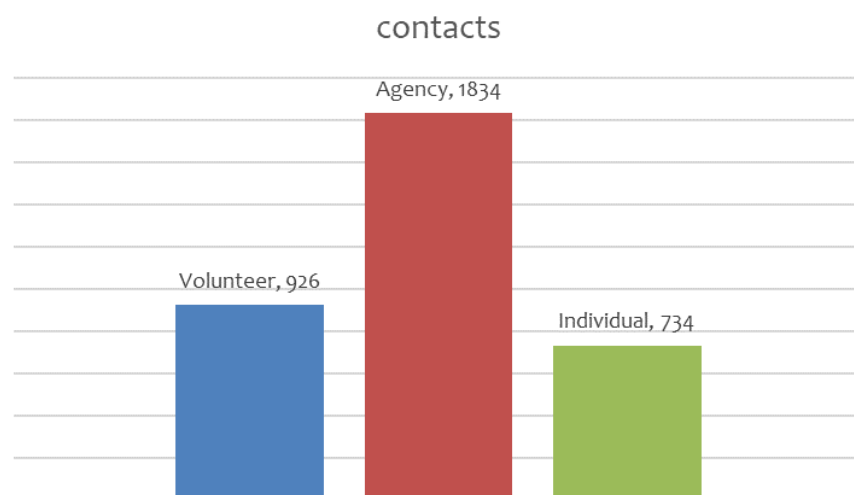
The recruitment of volunteers has been a national problem with people's circumstances changing with the cost of living crisis. People are having to work more hours themselves or can't afford to volunteer; with reimbursement costs not rising with the rate of living increases.

LIZ SMITH

Project Coordinator



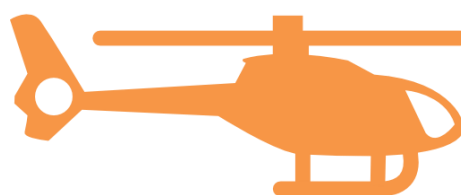
THE NUMBERS



The number of contacts the **Volunteer Centre** has received in 22/23 was 3,494, which is a slight increase on last year. Of those contacts the number of volunteers has increased significantly by and accounts for 27% of all contacts. Agency contacts have also increased to 54%. On the previous year.. We feel these increases are down to the significant outreach work we have done throughout the year.

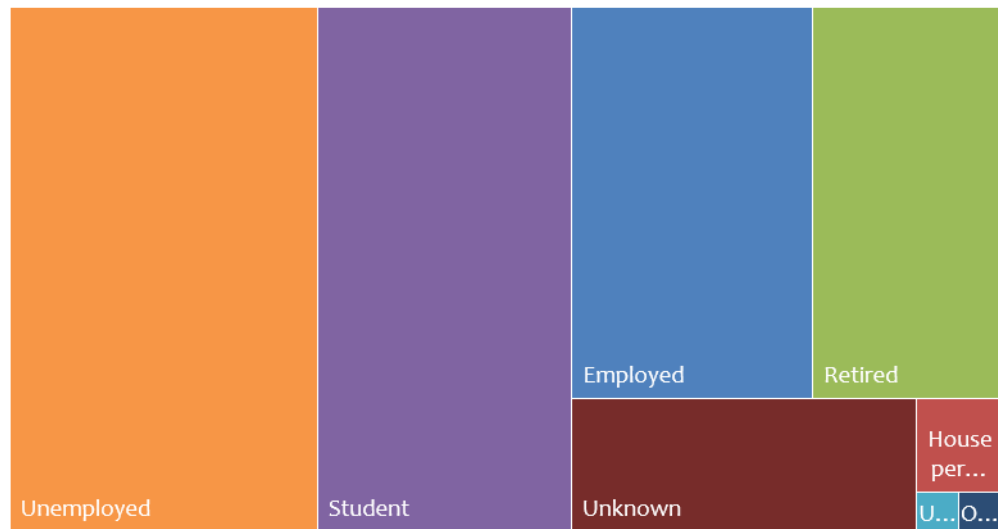


The numbers of volunteers visiting The Centre is again probably exaggerated by the outreach work carried out over the last year. A fantastic figure we could not have dreamed of two years ago.. 'Volife' provided most of our email enquiries, once again this has been a popular way of registering for a voluntary position..



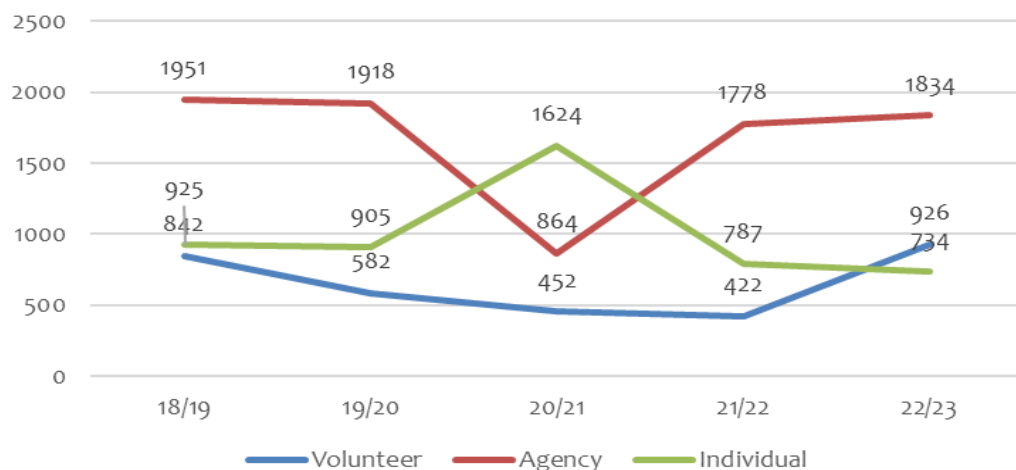
THE NUMBERS

Volunteers by status

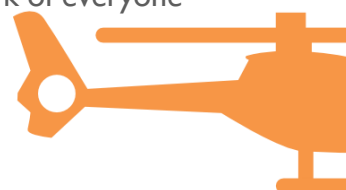


Unemployed creates the biggest tranche of volunteers with nearly 300 looking for voluntary positions.. We did see a huge rise in the number of Students interested in voluntary work, one again this will be down to the outreach work carried out and the direct work carried out with Derby University. The numbers of employed people has dropped away a little but that could be down to people returning to work following the pandemic.

contacts over 5 years



Contacts over the last 2 years decreased significantly—particularly from organisations who were forced to furlough or, indeed, close. But a significant increase last year. Volunteers are now back to pre pandemic levels which is testimony to the hard work of everyone here at the Volunteer Centre









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



**THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH EAST
DERBYSHIRE**

(A COMPANY LIMITED BY GUARANTEE)

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

**THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH EAST
DERBYSHIRE
(A COMPANY LIMITED BY GUARANTEE)
LEGAL AND ADMINISTRATIVE INFORMATION**

| | | |
|-----------------------------|---|----------------------------|
| Trustees | S J Bratt (Treasurer) | |
| | E M Marsden | |
| | S E Rogers | |
| | Cllr K Sarvent (Chair) | |
| | Cllr D Ruff | |
| | E Gilson | (Appointed 3 January 2023) |
| | L Tory | (Appointed 3 January 2023) |
| | P G Grinbergs | (Appointed 12 May 2023) |
| Secretary | Mr D A Radford | |
| Charity number | 1107942 | |
| Company number | 05329651 | |
| Registered office | 38 Knivesmithgate Chesterfield Derbyshire S40 1RQ | |
| Independent examiner | John Henry Francis King FCCA John H. F. King Chartered Certified Accountants 119 High Street Clay Cross Chesterfield Derbyshire S45 9DZ | |

**THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH EAST
DERBYSHIRE
(A COMPANY LIMITED BY GUARANTEE)
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**THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH EAST
DERBYSHIRE
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2023**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006 present their annual report and financial statements for the year ended 31 March 2023.

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

Objectives and activities

The charity's principal activities and aims 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.

As a Volunteer Centre in Derbyshire, we all support our communities by:

Promote volunteer opportunities and introduce those offering to volunteer to local organisations (Brokerage).

- We can help local organisations promote volunteer opportunities. We recruit volunteers online and through a tailored volunteer matching service for Derbyshire opportunities.

Development of volunteer opportunities

- We work with people, local groups and organisations to improve the quantity, quality and diversity of volunteering locally.

Voice of volunteering

- We shout about the mutual benefits of volunteering, share people's volunteering experiences and raise awareness of the impact (at local and county partnerships and in media).

Strategic development of volunteering

- We engage with local networks, partnerships and decision makers to ensure that volunteering and voluntary action can flourish.

Share good practice and improvement

- We work together as organisations to ensure that volunteer's experiences are valuable and safe.
- We are members of Derbyshire Volunteer Centres Network; 3D; NCVO and NAVCA.

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.

**THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH EAST
DERBYSHIRE
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2023

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. Adult Care funding for this project has been extended by one year but Lottery funding ends in July 2022.

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. However, the project currently has no funding associated with it and our main aim is to make sure we can continue to run the scheme successfully and sustainably.

HOME FROM HOSPITAL

Now into its fourth 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, or to prevent someone from being admitted to hospital. Chesterfield is one of five Volunteer Centres across the country involved in this project and, because we cover two local authority areas, we 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

The 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. Since its inception The Volunteer Centre has made over 4500 deliveries and these efforts meant we were awarded the Beacon of Hope award and shortlisted in the 'Love Chesterfield' Community Awards. Since lockdown ended The Volunteer Centre has cut back on the work carried out through this project to all but a select few individuals who simply could not manage now without our assistance. 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.

CORE - INFRASTRUCTURE ACTIVITIES

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 country 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.

**THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH EAST
DERBYSHIRE
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2023

Achievements 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 £162,361 to £163,602. Expenditure increased in the year from £127,509 to £132,309 giving net income of £31,293 (2022: £34,852).

The charity had funds carried forward at 31st March 2023 of £360,547 (2022: £329,254) of which £143,655 (2022: £135,363) are restricted funds and £216,892 (2022: £193,891) are unrestricted funds.

Principal funding sources

Principal funding sources for the charity for 2022/23 were by way of grants from major funding sources and ongoing tenders from The Clinical Commissioning Group, Derbyshire County Council and The Lottery Community Fund.

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.

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 2023 free reserves amounted to £125,892 (2022: £102,891), which is after designating funds of £91,000 (2022: £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 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.

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
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023**

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

S J Bratt (Treasurer)

C Harper

(Resigned 12 May 2023)

E M Marsden

S E Rogers

Cllr K Sarvent (Chair)

Cllr D Ruff

J Briggs

(Resigned 6 August 2022)

C Rebora

(Resigned 22 July 2022)

S Hanson

(Resigned 22 July 2022)

N Rebora

(Resigned 2 January 2023)

E Gilson

(Appointed 3 January 2023)

L Tory

(Appointed 3 January 2023)

P G Grinbergs

(Appointed 12 May 2023)

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.

**THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH EAST
DERBYSHIRE
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023**

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 local and national policy. At a national level, The Volunteer Centre- Chesterfield and 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.

Supplier payment policy

The charity's current policy concerning the payment of trade creditors is to follow the CBI's Prompt Payers Code (copies are available from the CBI, Centre Point, 103 New Oxford Street, London WC1A 1DU).

The charity's current policy concerning the payment of trade creditors is to make payment when a valid invoice has been received.

There were no trade creditors at the year end.

**THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH EAST
DERBYSHIRE
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023**

Statement of trustees' responsibilities

The trustees, who are also the directors of The Volunteer Centre-Chesterfield and North East Derbyshire for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

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

Cllr K Sarvent (Chair)
Trustee

22 September 2023

**THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH EAST
DERBYSHIRE
(A COMPANY LIMITED BY GUARANTEE)
INDEPENDENT EXAMINER'S REPORT**

**TO THE TRUSTEES OF THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH
EAST DERBYSHIRE**

I report to the trustees on my examination of the financial statements of The Volunteer Centre-Chesterfield and North East Derbyshire (the charity) for the year ended 31 March 2023.

Responsibilities and basis of report

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

Having satisfied myself that the financial statements of the charity 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 the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable 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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements 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 financial statements to be reached.

John Henry Francis King

FCCA

John H. F. King

Chartered Certified Accountants

119 High Street

Chesterfield

Derbyshire

S45 9DZ

Dated: 22 September 2023

**THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH EAST
DERBYSHIRE
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT**

FOR THE YEAR ENDED 31 MARCH 2023

Current financial year

| | | Unrestricted funds 2023 £ | Restricted funds 2023 £ | Total 2023 £ | Total 2022 £ |
|---|-------|------------------------------------|----------------------------------|--------------------|--------------------|
| | Notes | | | | |
| <u>Income from:</u> | | | | | |
| Donations and legacies | 3 | 28,094 | 134,612 | 162,706 | 161,713 |
| Charitable activities | 4 | - | 494 | 494 | 645 |
| Investments | 5 | 402 | - | 402 | 3 |
| Total income | | 28,496 | 135,106 | 163,602 | 162,361 |
| <u>Expenditure on:</u> | | | | | |
| Raising funds | 6 | - | 309 | 309 | 1,435 |
| Charitable activities | 7 | 4,995 | 127,005 | 132,000 | 126,074 |
| Total expenditure | | 4,995 | 127,314 | 132,309 | 127,509 |
| Net incoming resources before transfers | | 23,501 | 7,792 | 31,293 | 34,852 |
| Gross transfers between funds | | (500) | 500 | - | - |
| Net income for the year/ Net movement in funds | | 23,001 | 8,292 | 31,293 | 34,852 |
| Fund balances at 1 April 2022 | | 193,891 | 135,363 | 329,254 | 294,402 |
| Fund balances at 31 March 2023 | | 216,892 | 143,655 | 360,547 | 329,254 |

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

All income and expenditure derive from continuing activities.

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

**THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH EAST
DERBYSHIRE**
(A COMPANY LIMITED BY GUARANTEE)
**STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED)
INCLUDING INCOME AND EXPENDITURE ACCOUNT**
FOR THE YEAR ENDED 31 MARCH 2023
Prior financial year

| | | Unrestricted funds 2022 £ | Restricted funds 2022 £ | Total 2022 £ |
|---|--------------|--|--|-----------------------------|
| | Notes | | | |
| <u>Income from:</u> | | | | |
| Donations and legacies | 3 | 15,506 | 146,207 | 161,713 |
| Charitable activities | 4 | 30 | 615 | 645 |
| Investments | 5 | 3 | - | 3 |
| Total income | | <u>15,539</u> | <u>146,822</u> | <u>162,361</u> |
| <u>Expenditure on:</u> | | | | |
| Raising funds | 6 | <u>287</u> | <u>1,148</u> | <u>1,435</u> |
| Charitable activities | 7 | <u>(1,542)</u> | <u>127,616</u> | <u>126,074</u> |
| Total expenditure | | <u>(1,255)</u> | <u>128,764</u> | <u>127,509</u> |
| Net incoming resources before transfers | | 16,794 | 18,058 | 34,852 |
| Gross transfers between funds | | <u>20,617</u> | <u>(20,617)</u> | <u>-</u> |
| Net income for the year/ Net movement in funds | | 37,411 | (2,559) | 34,852 |
| Fund balances at 1 April 2021 | | <u>156,480</u> | <u>137,922</u> | <u>294,402</u> |
| Fund balances at 31 March 2022 | | <u><u>193,891</u></u> | <u><u>135,363</u></u> | <u><u>329,254</u></u> |

**THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH EAST
DERBYSHIRE
(A COMPANY LIMITED BY GUARANTEE)
BALANCE SHEET**

AS AT 31 MARCH 2023

| | Notes | 2023 £ | £ | 2022 £ | £ |
|---|-------|-----------|---------|-----------|---------|
| Fixed assets | | | | | |
| Tangible assets | 11 | | 1,215 | | 1,823 |
| Current assets | | | | | |
| Debtors | 12 | 2,178 | | 2,823 | |
| Cash at bank and in hand | | 369,046 | | 362,456 | |
| | | 371,224 | | 365,279 | |
| Creditors: amounts falling due within one year | 13 | (11,892) | | (37,848) | |
| Net current assets | | | 359,332 | | 327,431 |
| Total assets less current liabilities | | | 360,547 | | 329,254 |
| Income funds | | | | | |
| Restricted funds | 14 | | 143,655 | | 135,363 |
| <u>Unrestricted funds</u> | | | | | |
| Designated funds | 15 | 91,000 | | 91,000 | |
| General unrestricted funds | | 125,892 | | 102,891 | |
| | | | 216,892 | | 193,891 |
| | | | 360,547 | | 329,254 |

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2023.

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

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

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

The financial statements were approved by the Trustees on 22 September 2023

S J Bratt (Treasurer)
Trustee

Cllr K Sarvent (Chair)
Trustee

Company registration number 05329651

**THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH EAST
DERBYSHIRE
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

Charity information

The Volunteer Centre-Chesterfield and North East Derbyshire is a private company limited by guarantee incorporated in England and Wales. The registered office is 38 Knivesmithgate, Chesterfield, Derbyshire, S40 1RQ.

1.1 Accounting convention

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

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

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

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

1.2 Going concern

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

1.3 Charitable funds

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

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

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

**THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH EAST
DERBYSHIRE**

(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

1.5 Expenditure

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

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

1.6 Tangible fixed assets

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

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

| | |
|---------------------|-----------------------|
| Plant and equipment | 4 years straight line |
|---------------------|-----------------------|

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

1.7 Impairment of fixed assets

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

1.8 Cash and cash equivalents

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

Basic financial assets

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

**THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH EAST
DERBYSHIRE
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

Basic financial liabilities

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

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

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

Derecognition of financial liabilities

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

1.9 Taxation

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

1.10 Employee benefits

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

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

1.11 Retirement benefits

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

1.12 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.

2 Critical accounting estimates and judgements

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

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

**THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH EAST DERBYSHIRE
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2023

3 Donations and legacies

| | Unrestricted funds | Restricted funds | Total | Unrestricted funds | Restricted funds | Total |
|--|-----------------------|---------------------|-----------|-----------------------|---------------------|-----------|
| | 2023 £ | 2023 £ | 2023 £ | 2022 £ | 2022 £ | 2022 £ |
| Donations and gifts | 28,094 | 10 | 28,104 | 15,506 | - | 15,506 |
| Grants | - | 134,602 | 134,602 | - | 146,207 | 146,207 |
| | 28,094 | 134,612 | 162,706 | 15,506 | 146,207 | 161,713 |
| | | | | | | |
| Grants receivable for core activities | | | | | | |
| Elderfriends | - | 17,036 | 17,036 | - | 17,036 | 17,036 |
| Clinical Commissioning Group | - | 22,942 | 22,942 | - | 22,561 | 22,561 |
| Home From Hospital | - | 39,249 | 39,249 | - | 44,386 | 44,386 |
| Infrastructure DCC | - | 48,167 | 48,167 | - | 23,471 | 23,471 |
| Lottery Community Fund | - | - | - | - | 25,553 | 25,553 |
| NEDDC | - | 5,000 | 5,000 | - | 5,000 | 5,000 |
| PLACE | - | - | - | - | 5,000 | 5,000 |
| V C Awards | - | 1,050 | 1,050 | - | 3,200 | 3,200 |
| Other | - | 1,158 | 1,158 | - | - | - |
| | | | | | | |
| | - | 134,602 | 134,602 | - | 146,207 | 146,207 |
| | | | | | | |

**THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH EAST
DERBYSHIRE**
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023
4 Charitable activities

| | Charitable Income Heading 1 2023 £ | Charitable Income Heading 1 2022 £ |
|------------------------------------|--|--|
| Sales within charitable activities | 494 | 645 |
| | <u> </u> | <u> </u> |
| Analysis by fund | | |
| Unrestricted funds | - | 30 |
| Restricted funds | 494 | 615 |
| | <u> </u> | <u> </u> |

5 Investments

| | Unrestricted funds 2023 £ | Unrestricted funds 2022 £ |
|---------------------|------------------------------------|------------------------------------|
| Interest receivable | 402 | 3 |
| | <u> </u> | <u> </u> |

6 Raising funds

| | Restricted funds 2023 £ | Unrestricted funds 2022 £ | Restricted funds 2022 £ | Total 2022 £ |
|----------------------------------|----------------------------------|------------------------------------|----------------------------------|--------------------|
| <u>Fundraising and publicity</u> | | | | |
| Advertising | 309 | 287 | 1,148 | 1,435 |
| | <u> </u> | <u> </u> | <u> </u> | <u> </u> |
| | 309 | 287 | 1,148 | 1,435 |
| | <u> </u> | <u> </u> | <u> </u> | <u> </u> |

**THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH EAST
DERBYSHIRE**
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023
7 Charitable activities

| | Direct costs 2023 £ | Direct costs 2022 £ |
|---------------------------------------|---------------------------|---------------------------|
| Staff costs | 91,699 | 81,581 |
| Depreciation and impairment | 608 | 608 |
| Premises costs | 16,003 | 15,928 |
| Insurance | 1,113 | 1,409 |
| Light and heat | 1,579 | 1,471 |
| Professional fees | 4,316 | 7,705 |
| Telephone postage and stationery | 3,576 | 2,679 |
| Staff / volunteer expenses | 10,047 | 11,739 |
| Bank charges | 243 | 533 |
| Office equipment | 545 | 670 |
| Publications and subscriptions | 441 | 11 |
| | <u>130,170</u> | <u>124,334</u> |
| Share of governance costs (see note) | 1,830 | 1,740 |
| | <u>132,000</u> | <u>126,074</u> |
| Analysis by fund | | |
| Unrestricted funds | 4,995 | (1,542) |
| Restricted funds | 127,005 | 127,616 |
| | <u>132,000</u> | <u>126,074</u> |

Governance costs are Independent Examiner's fees £1,830 (2022 £1,740)

8 Trustees

There were no trustees' remuneration, expenses or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

9 Employees

The average monthly number of employees during the year was:

| | 2023 Number | 2022 Number |
|--------------------------|----------------|----------------|
| Centre Manager | 1 | 1 |
| Project Co-Ordinators | 2 | 2 |
| Administration Assistant | 1 | 1 |
| | <u>4</u> | <u>4</u> |
| Total | <u>4</u> | <u>4</u> |

**THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH EAST
DERBYSHIRE**
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023
9 Employees (Continued)

| Employment costs | 2023 | 2022 |
|-------------------------|---------------|---------------|
| | £ | £ |
| Wages and salaries | 85,192 | 76,088 |
| Social security costs | 2,799 | 1,685 |
| Other pension costs | 3,708 | 3,808 |
| | <u>91,699</u> | <u>81,581</u> |

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

10 Taxation

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

11 Tangible fixed assets

| | Plant and equipment |
|------------------------------------|----------------------------|
| | £ |
| Cost | |
| At 1 April 2022 | 2,431 |
| At 31 March 2023 | <u>2,431</u> |
| Depreciation and impairment | |
| At 1 April 2022 | 608 |
| Depreciation charged in the year | 608 |
| At 31 March 2023 | <u>1,216</u> |
| Carrying amount | |
| At 31 March 2023 | <u>1,215</u> |
| At 31 March 2022 | <u>1,823</u> |

12 Debtors

| | 2023 | 2022 |
|---|--------------|--------------|
| | £ | £ |
| Amounts falling due within one year: | | |
| Prepayments and accrued income | <u>2,178</u> | <u>2,823</u> |

**THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH EAST
DERBYSHIRE**

(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

13 Creditors: amounts falling due within one year

| | 2023 | 2022 |
|------------------------------|-------------------|-------------------|
| | £ | £ |
| Accruals and deferred income | 11,892 | 37,848 |
| | <u> </u> | <u> </u> |

Deferred income received from Derbyshire County Council included above amounts to £Nil (2022 £28,955).

**THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH EAST DERBYSHIRE
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

FOR THE YEAR ENDED 31 MARCH 2023

14 Restricted funds

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

| | Balance at 1 April 2021 £ | Movement in funds | | | Balance at 1 April 2022 £ | Movement in funds | | | Transfers £ | Balance at 31 March 2023 £ |
|------------------------------|---------------------------------|----------------------------|----------------------------|----------------|---------------------------------|----------------------------|----------------------------|----------------|----------------|----------------------------------|
| | | Incoming resources £ | Resources expended £ | Transfers £ | | Incoming resources £ | Resources expended £ | Transfers £ | | |
| Lottery Community Fund | 4,010 | 25,553 | (22,951) | - | 6,612 | - | (3,701) | - | - | 2,911 |
| Elderfriends | 56,204 | 17,036 | (13,086) | - | 60,154 | 17,036 | (20,239) | - | - | 56,951 |
| Clinical Commissioning Group | 8,344 | 22,561 | (17,641) | - | 13,264 | 22,942 | (20,834) | - | - | 15,372 |
| Home From Hospital | 16,473 | 44,386 | (32,249) | - | 28,610 | 39,249 | (33,414) | - | - | 34,445 |
| Inman Charity | 2,806 | - | - | - | 2,806 | - | - | - | - | 2,806 |
| CBC Health & Wellbeing | 4,338 | - | (2,175) | - | 2,163 | - | (1,776) | - | - | 387 |
| CBC Covid-19 | 4,715 | - | (1,756) | - | 2,959 | - | (2,913) | - | - | 46 |
| DCC Covid-19 | 2,696 | - | (1,236) | - | 1,460 | - | (1,181) | - | - | 279 |
| Infrastructure DCC | 5,238 | 23,471 | (23,754) | - | 4,955 | 48,167 | (32,319) | - | - | 20,803 |
| NEDDC | 2,500 | 5,000 | (4,117) | - | 3,383 | 5,000 | (6,647) | - | - | 1,736 |
| Severn Trent | 1,226 | - | (1,339) | 113 | - | - | - | - | - | - |
| To Your Door | 666 | - | (764) | 98 | - | - | - | - | - | - |
| Various Old Funds | 28,706 | - | (51) | (28,655) | - | - | (500) | 500 | - | - |
| PLACE | - | 5,000 | (1,938) | - | 3,062 | - | (1,078) | - | - | 1,984 |
| Volunteer Centre Awards | - | 3,815 | (2,687) | - | 1,128 | 1,544 | (2,157) | - | - | 515 |
| MOD | - | - | (3,020) | 7,827 | 4,807 | - | (555) | - | - | 4,252 |
| Other One Off Funds | - | - | - | - | - | 1,168 | - | - | - | 1,168 |
| | 137,922 | 146,822 | (128,764) | (20,617) | 135,363 | 135,106 | (127,314) | 500 | | 143,655 |

**THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH EAST
DERBYSHIRE**
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023
15 Designated funds

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

| | Movement in funds | | Movement in funds | | |
|---------------|----------------------------|-----------------------|----------------------------|-----------------------|-----------------------------|
| | Balance at 1 April 2021 | Incoming resources | Balance at 1 April 2022 | Incoming resources | Balance at 31 March 2023 |
| | £ | £ | £ | £ | £ |
| Redundancy | 21,000 | - | 21,000 | - | 21,000 |
| Running Costs | 50,000 | - | 50,000 | - | 50,000 |
| Premises | 20,000 | - | 20,000 | - | 20,000 |
| | <u>91,000</u> | <u>-</u> | <u>91,000</u> | <u>-</u> | <u>91,000</u> |

16 Analysis of net assets between funds

| | Unrestricted funds | Restricted funds | Total Unrestricted funds | Restricted funds | Total |
|--|-----------------------|---------------------|-----------------------------|---------------------|----------------|
| | 2023 | 2023 | 2023 | 2022 | 2022 |
| | £ | £ | £ | £ | £ |
| Fund balances at 31 March 2023 are represented by: | | | | | |
| Tangible assets | 1,215 | - | 1,215 | 1,823 | 1,823 |
| Current assets/(liabilities) | 215,677 | 143,655 | 359,332 | 192,068 | 327,431 |
| | <u>216,892</u> | <u>143,655</u> | <u>360,547</u> | <u>193,891</u> | <u>329,254</u> |

17 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).

**THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH EAST
DERBYSHIRE**

(A COMPANY LIMITED BY GUARANTEE)

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

**THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH EAST
DERBYSHIRE
(A COMPANY LIMITED BY GUARANTEE)
LEGAL AND ADMINISTRATIVE INFORMATION**

Trustees

S J Bratt (Treasurer)
E M Marsden
S E Rogers
Cllr K Sarvent (Chair)
Cllr D Ruff
E Gilson (Appointed 3 January 2023)
L Tory (Appointed 3 January 2023)
P G Grinbergs (Appointed 12 May 2023)

Secretary

Mr D A Radford

Charity number

1107942

Company number

05329651

Registered office

38 Knifsmithgate
Chesterfield
Derbyshire
S40 1RQ

Independent examiner

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

**THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH EAST
DERBYSHIRE
(A COMPANY LIMITED BY GUARANTEE)
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**THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH EAST
DERBYSHIRE
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2023**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006 present their annual report and financial statements for the year ended 31 March 2023.

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

Objectives and activities

The charity's principal activities and aims 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.

As a Volunteer Centre in Derbyshire, we all support our communities by:

Promote volunteer opportunities and introduce those offering to volunteer to local organisations (Brokerage).

- We can help local organisations promote volunteer opportunities. We recruit volunteers online and through a tailored volunteer matching service for Derbyshire opportunities.

Development of volunteer opportunities

- We work with people, local groups and organisations to improve the quantity, quality and diversity of volunteering locally.

Voice of volunteering

- We shout about the mutual benefits of volunteering, share people's volunteering experiences and raise awareness of the impact (at local and county partnerships and in media).

Strategic development of volunteering

- We engage with local networks, partnerships and decision makers to ensure that volunteering and voluntary action can flourish.

Share good practice and improvement

- We work together as organisations to ensure that volunteer's experiences are valuable and safe.
- We are members of Derbyshire Volunteer Centres Network; 3D; NCVO and NAVCA.

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.

**THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH EAST
DERBYSHIRE
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023**

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. Adult Care funding for this project has been extended by one year but Lottery funding ends in July 2022.

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. However, the project currently has no funding associated with it and our main aim is to make sure we can continue to run the scheme successfully and sustainably.

HOME FROM HOSPITAL

Now into its fourth 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, or to prevent someone from being admitted to hospital. Chesterfield is one of five Volunteer Centres across the country involved in this project and, because we cover two local authority areas, we 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

The 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. Since its inception The Volunteer Centre has made over 4500 deliveries and these efforts meant we were awarded the Beacon of Hope award and shortlisted in the 'Love Chesterfield' Community Awards. Since lockdown ended The Volunteer Centre has cut back on the work carried out through this project to all but a select few individuals who simply could not manage now without our assistance. 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.

CORE - INFRASTRUCTURE ACTIVITIES

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 country 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.

**THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH EAST
DERBYSHIRE
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023**

Achievements 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 £162,361 to £163,602. Expenditure increased in the year from £127,509 to £132,309 giving net income of £31,293 (2022: £34,852).

The charity had funds carried forward at 31st March 2023 of £360,547 (2022: £329,254) of which £143,655 (2022: £135,363) are restricted funds and £216,892 (2022: £193,891) are unrestricted funds.

Principal funding sources

Principal funding sources for the charity for 2022/23 were by way of grants from major funding sources and ongoing tenders from The Clinical Commissioning Group, Derbyshire County Council and The Lottery Community Fund.

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.

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 2023 free reserves amounted to £125,892 (2022: £102,891), which is after designating funds of £91,000 (2022: £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 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.

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**

(A COMPANY LIMITED BY GUARANTEE)

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

FOR THE YEAR ENDED 31 MARCH 2023

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

S J Bratt (Treasurer)

C Harper

(Resigned 12 May 2023)

E M Marsden

S E Rogers

Cllr K Sarvent (Chair)

Cllr D Ruff

J Briggs

(Resigned 6 August 2022)

C Rebora

(Resigned 22 July 2022)

S Hanson

(Resigned 22 July 2022)

N Rebora

(Resigned 2 January 2023)

E Gilson

(Appointed 3 January 2023)

L Tory

(Appointed 3 January 2023)

P G Grinbergs

(Appointed 12 May 2023)

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.

**THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH EAST
DERBYSHIRE**

(A COMPANY LIMITED BY GUARANTEE)

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

FOR THE YEAR ENDED 31 MARCH 2023

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 local and national policy. At a national level, The Volunteer Centre- Chesterfield and 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.

Supplier payment policy

The charity's current policy concerning the payment of trade creditors is to follow the CBI's Prompt Payers Code (copies are available from the CBI, Centre Point, 103 New Oxford Street, London WC1A 1DU).

The charity's current policy concerning the payment of trade creditors is to make payment when a valid invoice has been received.

There were no trade creditors at the year end.

**THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH EAST
DERBYSHIRE**

(A COMPANY LIMITED BY GUARANTEE)

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

FOR THE YEAR ENDED 31 MARCH 2023

Statement of trustees' responsibilities

The trustees, who are also the directors of The Volunteer Centre-Chesterfield and North East Derbyshire for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

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

Cllr K Sarvent (Chair)

Trustee

22 September 2023

**THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH EAST
DERBYSHIRE
(A COMPANY LIMITED BY GUARANTEE)
INDEPENDENT EXAMINER'S REPORT**

**TO THE TRUSTEES OF THE VOLUNTEER CENTRE-CHESTERFIELD AND NORTH
EAST DERBYSHIRE**

I report to the trustees on my examination of the financial statements of The Volunteer Centre-Chesterfield and North East Derbyshire (the charity) for the year ended 31 March 2023.

Responsibilities and basis of report

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

Having satisfied myself that the financial statements of the charity 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 the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable 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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements 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 financial statements to be reached.

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

Dated: 22 September 2023