

**Registered number: 05392093**  
**Charity number: 1111800**

**Kent Coast Volunteering Ltd**  
**(A company limited by guarantee)**

**Unaudited**

**Trustees' report and financial statements**

**For the year ended 30 September 2021**

**Kent Coast Volunteering Ltd**  
**(A company limited by guarantee)**

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**Kent Coast Volunteering Ltd**  
**(A company limited by guarantee)**

**Reference and administrative details of the Company, its Trustees and advisers**  
**For the year ended 30 September 2021**

<b>Trustees</b>	S Addley (appointed 27 January 2021) H De Souza V Kosumi (appointed 27 January 2021) X Pitt (resigned 27 January 2021) E Pugh, Chair from 27 January 2021 J Sutton, Acting Chair, from 6 April 2020 until 27 January 2021 B D C Wilding (appointed 27 January 2021) N R Wood (appointed 27 February 2021)
<b>Company registered number</b>	05392093
<b>Charity registered number</b>	1111800
<b>Registered office</b>	3 Park Street Deal Kent CT14 6AG
<b>Company secretary</b>	K Smith
<b>Chief executive officer</b>	K Smith
<b>Independent examiner</b>	Kreston Reeves LLP Chartered Accountants 37 St Margaret's Street Canterbury Kent CT1 2TU

**Kent Coast Volunteering Ltd**  
**(A company limited by guarantee)**

**Trustees' report**  
**For the year ended 30 September 2021**

The Trustees present their annual report together with the financial statements of charity for the year from 1 October 2020 to 30 September 2021. The Annual report serves the purposes of both a Trustees' report and a Directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

**Introduction from our Chair**

Looking back on the year as a whole, we can see that the staff and volunteers of Kent Coast Volunteering (KCV) have demonstrated again and again; agility and resilience, keeping KCV front and centre of supporting our older beneficiaries and the hundreds of volunteer involving organisations who support communities across Thanet, Dover and Folkestone.

Yet, amidst the challenges of this last year we have found time to reflect and look forward, which I very much hope will set up for progress in the years ahead – our focus is on the future. In 2021 we undertook an organisational review which has helped us work towards a new 3-year business plan. The organisational review identified areas for improvement and thanks to funding from KCC's Strategic Recovery Fund, we will, over the coming year be able to focus on implementing these changes and strengthening our sustainability.

I would like to thank my fellow trustees and all the staff and volunteers for everything they have done to support the work and success of KCV.

**Chief Executive's Report**

This last year (2020/2021) has continued to be a challenging one for KCV as we worked to position staff and volunteers during the various phases of lockdown so that we could respond to the needs of the communities we serve. The ongoing pandemic has certainly highlighted how crucial the role of a district Volunteer Centre is in supporting communities and we are immensely proud of the contribution of our staff and volunteers who have worked tirelessly and imaginatively to pivot the organisation and adapt services to respond to fast moving changes. Our day-to-day work and our achievements of the last year have been thanks to the extraordinary skill, agility and dedication of our staff and volunteers and our sector colleagues who we have worked with. Throughout the pandemic, we have worked closely with colleagues in the statutory, public, and voluntary sectors, connecting potential volunteers with local volunteering opportunities across Thanet, Dover, and Folkestone & Hythe, and we have kept vulnerable, isolated older people connected to services and support.

As we move into 2022 a priority objective for us will be to support the Covid-19 recovery of our communities and the volunteer involving organisations across the communities we serve.

**Trustees' report (continued)**  
**For the year ended 30 September 2021**

**Objectives and activities**

**a. Policies and objectives**

Our services cover the whole of the East Kent coastal area, from Margate to Dungeness and with an established and growing reputation as the 'Go To' place for all things volunteering, which can listen to and respond to the needs of our communities at local level, we will:

- Recruit and place volunteers where and when they are needed
- Provide essential services that promote independent living
- Support volunteer-involving organisations in strengthening their offer and infrastructure
- Deliver community-based projects that contribute to all aspects of health and wellbeing
- Work across all sectors to ensure that people are signposted to appropriate services
- Promote collaboration across all sectors for a joined-up approach to resolving community issues

**Our Vision**

Our vision is a future where Kent's coastal communities improve their quality of life – through the power of volunteering and social action

**Our Mission**

Our mission is to connect communities across East Kent through volunteering and community-led projects; supporting volunteers and volunteer involving organisations to meet needs and improve quality of life.

**Our Values**

Volunteering  
Community  
Wellbeing  
Positive Social Change

**Our Business Model**

We have a strong track record and are highly respected which has positioned us as the go-to provider for all things volunteering.

We are proud to be the leading accredited Volunteer Centre operating on the Kent Coast. Our staff and volunteers live in the communities we serve; we know our communities and are committed to them. Our area of geographical coverage means that we can reach more people and create stronger communities. Our local presence means that we can offer tailor-made local solutions. Staff, volunteers, and trustees have expert local knowledge and are embedded into local networks, and with unique specialisms in the different areas, we can roll out successful projects at scale and share information to offer the same level of service and impact.

The main beneficiaries of our services are individuals and volunteer involving organisations providing support services and activities in Dover, Thanet, and Folkestone & Hythe.

Volunteering is at the heart of everything that we do. Our service has always been focused on those that are most disadvantaged, including the elderly, disabled and people who are economically disadvantaged.

**Trustees' report (continued)**  
**For the year ended 30 September 2021**

**Objectives and activities (continued)**

**To make sure we meet the specific needs of local communities we:**

- Connect communities through a package of Volunteering Services including a searchable on-line data base of volunteering roles for people interested in volunteering.
- We raise awareness of the value, scope, and benefit of volunteering, promoting volunteering opportunities across social platforms and project networks.
- We support volunteer interest, connecting communities to social action and challenges facing society (including Covid-19, getting people to medical appointments, and combating loneliness and isolation).
- We provide training support for Volunteer Involving Organisations in the areas of volunteer recruitment, management, and retention.
- Our One Stop Shop approach means that we can also fulfill the DBS needs of the groups that we support. Furthermore, working with our partner organisation Stronger Kent Communities we can help community groups, charities and social enterprises find the help and resources they need to build and run their organisations effectively.
- We co-ordinate Community support services to support independent living at home for older, vulnerable, and less mobile members of our communities, KCV's Volunteer led projects support much needed and much valued volunteer driver transport, befriending, gardening services and social inclusion activities.

**Our Volunteers**

Pre Covid, over 350 volunteers were involved in the work and projects of the organisation, providing much needed community services such as transport, befriending, gardening, and social inclusion activities. The contribution of each individual volunteer continues to be invaluable to support vulnerable, isolated, and less mobile members of the communities.

**Our Staff**

The trustees delegate day to day management to the CEO who leads a dedicated team of staff and volunteers. KCV aims to recruit high caliber individuals who contribute to the achievement of the charity's aims and objectives and understand the ethos of the organization.

**The Trustees**

All members of the Board of Trustees give their time voluntarily and received no benefits from the charity. Any expenses reclaimed from the charity are set out in the notes to the financial statements.

**Induction and training of new Trustees**

The induction programme for new trustees includes:

- Written information and induction of KCV's activities
- A meeting with existing trustees and the CEO
- Time in the office to meet staff
- Invitations to attend KCV's activities in the community
- Charity Commission Good Governance Guidance

**The following represents a summary of our achievements in 2020-2021:**

- We continued to secure funding enabling KCV to provide stabilizing and innovative responses to the challenges of the various Lockdowns, and towards recovery.
- We managed a forecast position of a £60k deficit as a result of Covid impacting our income generation, reducing the deficit to £7k at year end.
- We represented the sector at local, regional, and national resilience and sector meetings during Covid.

**Trustees' report (continued)**  
**For the year ended 30 September 2021**

**Objectives and activities (continued)**

**A summary of our achievements in 2020-2021 (continued):**

- We enhanced our engagement with social media; 121% increase on Twitter, 106% increase in Facebook followers and a 58% increase in LinkedIn followers.
- We managed the volunteering accounts of 716 Volunteer Involving Organisations (VIOs) registered on our FREE online platform, Simply Connect.
- Our Volunteer Connector Team had direct contact with 220 individual VIOs across Dover, Folkestone & Hythe and Thanet, and directly brokered 69 successful volunteer matches.
- We raised awareness of volunteering with targeted outreach at high profile events in between different phases of lockdown and through social media; 192 new individuals registered as volunteers and 145 new opportunities were uploaded onto Simply Connect.
- We launched our new online Resource, <https://kcv.org.uk/resources/>, supporting VIOs with the recruitment and retention of volunteers.
- We redesigned our website so that it could respond to fast changing shifts in volunteering focus as well as provide an up-to-date source of information.
- Our team of Volunteer Connectors were on hand to provide guided on-line and face to face support on using Simply Connect as a resource to meet the increased demand for volunteers.
- During Covid, the training team delivered a total of 39 internal training sessions enabling staff and volunteers to undertake their roles safely.
- We processed 130 DBS applications and maintained a register of 127 organisations.
- In the absence of funding, we managed to maintain and update the Thanet Support Directory (a legacy project). We did this because the level of enquiries provided a constant reminder of the need and value of the Directory.
- We successfully launched Optimise, a new Community Transport data base, aligning our transport bookings system across 3 districts.
- As our Community Transport navigated its way through various lockdowns coupled with the shielding of many volunteers, 64 volunteer drivers undertook 2667 trips, taking older, isolated and less mobile to medical appointments and vaccinations.
- With the help of a local film maker, we created a film short; How to keep safe during Covid, for viewing by all active drivers and office volunteers.
- We secured additional funding and issued, and kept topped up, PPE and hygiene kits for all drivers.
- As part of our ongoing campaign to combat loneliness and isolation, 201 trained Volunteer Befrienders from our Good Neighbours Service supported 318 isolated older people during the different waves of lockdown.
- With the support of skilled volunteers, we produced, published and won an 'Award of Recognition', for our work on 'Anthology', a compilation of creative works, which captured feelings, experiences, and memories of what life looked and felt like during COVID-19 for members of our Good Neighbours Service, <https://kcv.org.uk/anthology-book/>.
- We partnered with sector colleagues from Folkestone Nepalese Community CIO (FNC) to secure funding to develop a Community Centre in the basement of a KCC owned library in Cheriton.
- We secured funding to support the creation of 5 new jobs to manage and run the centre, digital suite, alongside a weekly programme of activities, all designed to combat loneliness and isolation.
- Over 25 volunteers came together and worked tirelessly to get the Centre ready for opening. The list of tasks including painting, gardening, cleaning, and sourcing of furniture and IT to support the work of the Centre.
- In partnership with FNC we opened a Digital Suite at the Community Centre with the aim of tackling digital exclusion through volunteering, and 23 Nepalese Elders received over 132 hours of on-line and face to face tutoring from 7 trained volunteer digital champions: <https://kcv.org.uk/nepalese-digital-inclusion-programme/>
- Our Social Inclusion project, Your Time, supported over 89 isolated older individuals in Thanet by co-ordinating and supporting, weekly on-line and face to face social activities.

**Trustees' report (continued)**  
**For the year ended 30 September 2021**

**Objectives and activities (continued)**

**A summary of our achievements in 2020-2021 (continued):**

- We rose to the challenge of hosting Silver Sunday online. Traditionally a face-to-face celebratory event across the UK, Silver Sunday 2020 hosted a day of taster sessions; favourites were talks by a local author, and Museum and Tai Chi. Your Time impacts lives: lockdown left so many with poor health feeling vulnerable and isolated, so the switch to on-line was welcomed... 'This is the highlight of my week', 'The group is so friendly and welcoming' 'Other than to get my shopping, this is the only place I go to'.
- Our Social Inclusion Projects, against a backdrop of lockdown challenges, kept people connected to their communities, with talks from Community Wardens, Fire Service, Police, Health Providers, Care Navigators.
- Our Social Inclusion Projects connected people to much needed support services including KCV's accredited Befriending Service and our Community Transport service, taking people to health and medical appointments across Kent and London.
- We appointed and co-opted new trustees from Reach and BoardLead.
- Following 3 years of change (post-merger in 2018), and challenge (Covid-19), we undertook an organisation Healthcheck which identified areas of improvement that we have incorporated into the Business Plan.
- We held a Strategy Day for Trustees at Kent Innovation Centre facilitated by an external consultant, funded by Stronger Kent Communities. The Strategy Day gave trustees the opportunity to review and develop KCV's Business Plan and its implementation.
- We undertook a SWOT analysis of the charity and identified strategy actions that emerged from the SWOT.

We are grateful to the many funders and donors who have helped us keep connecting communities and volunteers during a very challenging time.

The projects and work made possible thanks to funding partnerships and contracts include:

Age UK Herne Bay & Whitsable, Armed Forces Covenant, CAST - Centre for Discovery, Dover District Council, Edward Gostling, Engaging Kent, Folkestone & Hythe District Council, Independent Age, Kent Community Foundation, National Lottery, NAVCA, NHS Kent and Medway CCG, Philips Foundation, Rotary Club Folkestone & Hythe, Stronger Kent Communities, Thanet Health CIC and Tudor Trust.

**What next?**

We expect our services to be in higher demand over the coming year as Volunteer Involving Organisations look to rebuild their services and volunteer base. If we are to support the Covid-19 recovery of our member Volunteer Involving Organisations and the volunteering needs of the communities we serve, then we must strengthen our capacity and resilience. Over the coming year we will:

**Implement an income and growth strategy as part of our Business Plan:**

- We have developed a comprehensive fundraising strategy which explores need to improve our fundraising mix.
- We are exploring ways of increasing our revenue via services such as KCV Training offer.
- We are looking to make volunteering accessible to the wider community, such as minority groups (e.g. deaf community).
- We are looking to increase the volume of existing services such as DBS, transport and befriending which will all serve to increase unrestricted income to cover core costs.



**Kent Coast Volunteering Ltd**  
**(A company limited by guarantee)**

**Trustees' report (continued)**  
**For the year ended 30 September 2021**

**Objectives and activities (continued)**

**Build in the attainment of our core strategic priorities:**

- Develop diversified fundraising revenue that improves the funding mix.
- Grow operating revenue so we can better meet operating costs / central overheads.
- Increase / replenish unrestricted reserves.
- Maintain tight control of operating costs.
- Ensure projects 'wash their own face' and contribute to central overheads.
- Implement recommendations of Evolve health check review.

**Financial review**

**a. Going concern and COVID 19**

At the time of signing the accounts the Trustees are aware of the potential economic and social aspects of the COVID-19 virus outbreak. The full impact of the pandemic on the UK economy is yet to be seen, but the charity will continue to seek to mitigate this risk by following the UK Government's guidelines and considering its own internal strategy.

After making appropriate enquiries, the Trustees have a reasonable expectation that the Company 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.

**b. Reserves policy**

The Company is largely dependant upon grant funding and as the Trustees are aware of the uncertainties and challenges surrounding this income source, they aim to hold a balance in the General Fund equivalent to 3-6 months of unrestricted expenditure dependant on prevailing circumstances.

At the year end, the Company had unrestricted reserves of £127,070. Of these, £50,000 has been designated for specific purposes, leaving £77,070 in the General Fund. This is in excess of the target figure, but the Trustees have assessed the Company's financial projections for the coming year and taking into account the possible reduction in income streams due to COVID-19, they anticipate a reduction in the balance of the General Fund.

In addition, the company held a balance in restricted funds at the year end of £4,737 which is expected to be fully spent in the coming year.

**Structure, governance and management**

**a. Constitution**

Kent Coast Volunteering Ltd is registered as a charitable company limited by guarantee and was set up by a Trust deed.

**b. Methods of appointment or election of Trustees**

The management of the Company is the responsibility of the Trustees who are elected and co-opted under the terms of the Memorandum & Articles.

**Trustees' report (continued)**  
**For the year ended 30 September 2021**

**Statement of Trustees' responsibilities**

The Trustees (who are also the directors of the Company for the purposes 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 . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Company's transactions and disclose with reasonable accuracy at any time the financial position of the Company 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 Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees on 17 February 2022 and signed on their behalf by:



**Eddy Pugh**  
Chair

**Kent Coast Volunteering Ltd**  
**(A company limited by guarantee)**

**Independent examiner's report**  
**For the year ended 30 September 2021**

**Independent examiner's report to the Trustees of Kent Coast Volunteering Ltd ('the Company')**

I report to the charity Trustees on my examination of the accounts of the Company for the year ended 30 September 2021.

**Responsibilities and basis of report**

As the Trustees of the Company (and 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 the Company's accounts 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**

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Institute of Chartered Accountants England and Wales, which is one of the listed bodies.

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.

This report is made solely to the Company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Company and the Company's Trustees as a body, for my work or for this report.

Signed:



Dated:

17 February 2022

S M Rouse FCCA DChA

Kreston Reeves LLP  
Canterbury

**Kent Coast Volunteering Ltd**  
**(A company limited by guarantee)**

**Statement of financial activities (incorporating income and expenditure account)**  
**For the year ended 30 September 2021**

	<b>Note</b>	<b>Unrestricted funds 2021 £</b>	<b>Restricted funds 2021 £</b>	<b>Total funds 2021 £</b>	<b>Total funds 2020 £</b>
<b>Income from:</b>					
Grants, donations and legacies	3	6,491	338,390	344,881	294,331
Charitable activities	4	40,039	-	40,039	29,141
Other trading activities	5	1,656	-	1,656	804
Investments	6	7	-	7	217
Other income	7	26	-	26	396
<b>Total income</b>		<b>48,219</b>	<b>338,390</b>	<b>386,609</b>	<b>324,889</b>
<b>Expenditure on:</b>					
Charitable activities	8,9,10	54,331	340,194	394,525	385,672
<b>Total expenditure</b>		<b>54,331</b>	<b>340,194</b>	<b>394,525</b>	<b>385,672</b>
<b>Net movement in funds</b>		<b>(6,112)</b>	<b>(1,804)</b>	<b>(7,916)</b>	<b>(60,783)</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		133,182	6,541	139,723	200,506
Net movement in funds		(6,112)	(1,804)	(7,916)	(60,783)
<b>Total funds carried forward</b>		<b>127,070</b>	<b>4,737</b>	<b>131,807</b>	<b>139,723</b>

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

The notes on pages 12 to 27 form part of these financial statements.

**Kent Coast Volunteering Ltd**  
**(A company limited by guarantee)**  
**Registered number: 05392093**

**Balance sheet**  
**As at 30 September 2021**

	<b>Note</b>	<b>2021 £</b>	<b>2020 £</b>
<b>Fixed assets</b>			
Tangible assets	11	<b>5,592</b>	7,819
		<b>5,592</b>	7,819
<b>Current assets</b>			
Debtors	12	<b>7,105</b>	11,389
Cash at bank and in hand		<b>270,152</b>	266,469
		<b>277,257</b>	277,858
Creditors: amounts falling due within one year	13	<b>(151,042)</b>	(145,954)
<b>Net current assets</b>		<b>126,215</b>	131,904
<b>Net assets</b>		<b>131,807</b>	139,723
<b>Charity funds</b>			
Restricted funds	14	<b>4,737</b>	6,541
Unrestricted funds	14	<b>127,070</b>	133,182
<b>Total funds</b>		<b>131,807</b>	139,723

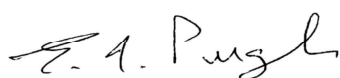
The Company was entitled to exemption from audit under section 477 of the Companies Act 2006.

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

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

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

The financial statements were approved and authorised for issue by the Trustees on 17 February 2022 and signed on their behalf by:



**Eddy Pugh**  
Chair

The notes on pages 12 to 27 form part of these financial statements.

**Kent Coast Volunteering Ltd**  
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**Notes to the financial statements**  
**For the year ended 30 September 2021**

**1. General information**

Kent Coast Volunteering Ltd is a charity (company number 05392093) limited by guarantee, incorporated in England and Wales. The address of the registered office is 3 Park Street, Deal, CT14 6AG. Details of the principal activities are included in the Trustees' Report.

**2. Accounting policies**

**2.1 Basis of preparation of financial statements**

The financial statements 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 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Kent Coast Volunteering Ltd meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The financial statements are presented in pound Sterling and rounded to the nearest pound.

**2.2 Going concern**

The Trustees have considered the level of the Company's reserves along with its projected income and expenditure and are satisfied that the Company has adequate resources to continue in operational existence for the foreseeable future.

While the impact of the COVID-19 pandemic has been assessed by the trustees so far as reasonably possible, due to its unprecedented impact on the wider economy, it is difficult to evaluate with any certainty the potential outcomes on the charity's future activities. However, taking into consideration the Company's funds, the UK Government's response with its range of measures to support businesses and the Company's own reserves and planning, the trustees have reasonable expectation that the Company has adequate resources to continue operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements.

**2.3 Income**

All income is recognised once the Company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

**Notes to the financial statements**  
**For the year ended 30 September 2021**

**2. Accounting policies (continued)**

**2.4 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 on charitable activities is incurred on directly undertaking the activities which further the Company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

**2.5 Tangible fixed assets and depreciation**

Tangible fixed assets costing £500 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition have been included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, on a reducing balance basis.

Depreciation is provided on the following basis:

Motor vehicles	-	20% reducing balance
Office equipment	-	20% reducing balance
Computer equipment	-	25% reducing balance

**2.6 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**2.7 Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**2.8 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

**Notes to the financial statements**  
**For the year ended 30 September 2021**

**2. Accounting policies (continued)**

**2.9 Financial instruments**

The Company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**2.10 Pensions**

The Company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Company to the fund in respect of the year.

**2.11 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

**3. Income from grants, donations and legacies**

	<b>Unrestricted funds 2021 £</b>	<b>Restricted funds 2021 £</b>	<b>Total funds 2021 £</b>
Donations	3,771	-	<b>3,771</b>
Grants	2,720	338,390	<b>341,110</b>
	<hr/>	<hr/>	<hr/>
	6,491	338,390	<b>344,881</b>
	<hr/>	<hr/>	<hr/>



**Kent Coast Volunteering Ltd**  
**(A company limited by guarantee)**

**Notes to the financial statements**  
**For the year ended 30 September 2021**

**3. Income from grants, donations and legacies (continued)**

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Donations	22,332	-	22,332
Grants	-	271,999	271,999
	<u>22,332</u>	<u>271,999</u>	<u>294,331</u>

**4. Income from charitable activities**

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
DBS service fees	3,490	<b>3,490</b>	1,235
Good Neighbour Service income	3,987	<b>3,987</b>	13,229
Transport income	32,562	<b>32,562</b>	14,677
	<u>40,039</u>	<u><b>40,039</b></u>	<u>29,141</u>

**5. Income from other trading activities**

**Income from fundraising events**

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
500 Club income	1,656	<b>1,656</b>	804
	<u>1,656</u>	<u><b>1,656</b></u>	<u>804</u>

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**Notes to the financial statements**  
**For the year ended 30 September 2021**

**6. Investment income**

	<b>Unrestricted funds 2021 £</b>	<b>Total funds 2021 £</b>	<b>Total funds 2020 £</b>
Interest received	7	7	217
	<u>7</u>	<u>7</u>	<u>217</u>
	<u><u>7</u></u>	<u><u>7</u></u>	<u><u>217</u></u>

**7. Other incoming resources**

	<b>Unrestricted funds 2021 £</b>	<b>Total funds 2021 £</b>	<b>Total funds 2020 £</b>
Other income	26	26	396
	<u>26</u>	<u>26</u>	<u>396</u>
	<u><u>26</u></u>	<u><u>26</u></u>	<u><u>396</u></u>

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**For the year ended 30 September 2021**

**8. Charitable activities**

	<b>Unrestricted funds 2021 £</b>	<b>Restricted funds 2021 £</b>	<b>Total funds 2021 £</b>
<b>Expenditure on Charitable Activities (Current Year)</b>			
Insurances	985	1,156	<b>2,141</b>
Light & Heat	1,251	1,753	<b>3,004</b>
Premises expenses	853	6,138	<b>6,991</b>
Rent & Rates	3,384	6,320	<b>9,704</b>
Computer expenses	2,072	7,825	<b>9,897</b>
Motor expenses	-	1,012	<b>1,012</b>
Telephone	2,769	4,844	<b>7,613</b>
Postage & Stationery	1,194	7,740	<b>8,934</b>
Sundries	1,966	7,018	<b>8,984</b>
Promotional costs	1,437	1,688	<b>3,125</b>
Subscriptions & Publications	1,406	8,344	<b>9,750</b>
Event expenses	221	1,253	<b>1,474</b>
Advertising	8	496	<b>504</b>
Travel & Training	826	2,678	<b>3,504</b>
Volunteer expenses	1,198	1,783	<b>2,981</b>
Wages & salaries	30,677	255,317	<b>285,994</b>
Pension costs	488	4,220	<b>4,708</b>
National insurance	1,305	12,826	<b>14,131</b>
DBS charges	194	1,446	<b>1,640</b>
Bank charges	32	46	<b>78</b>
Depreciation	395	1,830	<b>2,225</b>
Bad debts written off	298	351	<b>649</b>
Accountancy	1,137	1,335	<b>2,472</b>
Professional fees	235	2,775	<b>3,010</b>
<b>Total 2021</b>	<b>54,331</b>	<b>340,194</b>	<b>394,525</b>

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**Notes to the financial statements**  
**For the year ended 30 September 2021**

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
<b>Expenditure on Charitable Activities (Prior Year)</b>			
Insurances	928	929	1,857
Light & Heat	2,267	2,268	4,535
Premises expenses	1,491	2,812	4,303
Rent & Rates	7,561	9,198	16,759
Computer expenses	2,261	5,468	7,729
Motor expenses	(100)	1,253	1,153
Telephone	3,075	5,071	8,146
Postage & Stationery	2,117	7,727	9,844
Sundries	1,085	7,629	8,714
Promotional costs	1,050	1,050	2,100
Subscriptions & Publications	502	5,944	6,446
Events expenses	791	7,000	7,791
Advertising	-	48	48
Travel & Training	723	3,152	3,875
Volunteer expenses	2,548	4,970	7,518
Wages & Salaries	11,571	254,285	265,856
Pension costs	1,136	3,759	4,895
National Insurance	2,434	12,424	14,858
DBS charges	1,174	2,053	3,227
Bank charges	30	30	60
Depreciation	784	1,777	2,561
Bad debts written off	320	319	639
Accountancy	1,002	1,243	2,245
Professional fees	1,397	(884)	513
<b>Total 2020</b>	<b>46,147</b>	<b>339,525</b>	<b>385,672</b>

**9. Staff costs**

	<b>2021</b> £	2020 £
Wages and salaries	<b>285,994</b>	265,856
National Insurance	<b>14,131</b>	14,858
Contribution to defined contribution pension schemes	<b>4,708</b>	4,895
	<b>304,833</b>	285,609

**Kent Coast Volunteering Ltd**  
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**Notes to the financial statements**  
**For the year ended 30 September 2021**

**9. Staff costs (continued)**

The average number of persons employed by the Company during the year was as follows:

<b>2021</b>	<b>2020</b>
<b>No.</b>	<b>No.</b>
<b>18</b>	<b>16</b>

No employee received remuneration amounting to more than £60,000 in either year.

Remuneration paid to Key Management Personnel during the year was £36,061 (2020: £36,077).

**10. Trustees' remuneration and expenses**

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 30 September 2021, no Trustee expenses have been incurred (2020 - £259).

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**Notes to the financial statements**  
**For the year ended 30 September 2021**

**11. Tangible fixed assets**

	Motor vehicles £	Office equipment £	Computer equipment £	Total £
<b>Cost or valuation</b>				
At 1 October 2020	3,729	8,201	6,203	18,133
At 30 September 2021	3,729	8,201	6,203	18,133
<b>Depreciation</b>				
At 1 October 2020	2,319	5,103	2,892	10,314
Charge for the year	283	620	1,324	2,227
At 30 September 2021	2,602	5,723	4,216	12,541
<b>Net book value</b>				
At 30 September 2021	1,127	2,478	1,987	5,592
At 30 September 2020	1,410	3,098	3,311	7,819

**12. Debtors**

	2021 £	2020 £
<b>Due within one year</b>		
Trade debtors	941	10,897
Prepayments and accrued income	6,164	492
	7,105	11,389

**Kent Coast Volunteering Ltd**  
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**Notes to the financial statements**  
**For the year ended 30 September 2021**

**13. Creditors: Amounts falling due within one year**

	<b>2021</b>	2020
	<b>£</b>	£
Trade creditors	<b>3,662</b>	1,249
Other taxation and social security	<b>4,114</b>	4,093
Other creditors	<b>5</b>	-
Accruals and deferred income	<b>143,261</b>	140,612
	<b>151,042</b>	145,954
	<b>2021</b>	2020
	<b>£</b>	£
<b>Deferred income</b>		
Deferred income at 1 October 2020	<b>138,027</b>	-
Resources deferred during the period	<b>113,155</b>	138,027
Amounts released from previous periods	<b>(110,311)</b>	-
<b>Deferred income at 30 September 2020</b>	<b>140,871</b>	138,027

Deferred income relates to income received during the year but has been deferred based on the conditions attached to the grant.

**Kent Coast Volunteering Ltd**  
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**Notes to the financial statements**  
**For the year ended 30 September 2021**

**14. Statement of funds**

**Statement of funds - current year**

	Balance at 1 October 2020 £	Income £	Expenditure £	Balance at 30 September 2021 £
<b>Unrestricted funds</b>				
<b>Designated funds</b>				
Winding up reserve	50,000	-	-	50,000
<b>General funds</b>				
General Fund	83,182	48,219	(54,331)	77,070
<b>Total Unrestricted funds</b>	<b>133,182</b>	<b>48,219</b>	<b>(54,331)</b>	<b>127,070</b>
<b>Restricted funds</b>				
Centre for Aging Better	5,866	381	(1,510)	4,737
Folkestone & Hythe Over Fifties Forum	-	6,529	(6,529)	-
Gardening Task Force	-	4,732	(4,732)	-
Good Neighbours Service	-	51,044	(51,044)	-
Good Neighbours Service Anthology Project	-	10,214	(10,214)	-
KCV Overheads (funded by grant)	-	29,842	(29,842)	-
Money Matters	675	1,812	(2,487)	-
Nepalese Community Centre	-	16,519	(16,519)	-
Nepalese Digital Inclusion Programme	-	12,241	(12,241)	-
Shed Fund	-	600	(600)	-
Stronger Kent Communities	-	39,484	(39,484)	-
Thanet Community Support Partnership	-	71,970	(71,970)	-
Thanet Over Fifties Forum	-	3,189	(3,189)	-
Transport Service	-	57,365	(57,365)	-
Volunteer Outreach Project Dover	-	32,468	(32,468)	-
	6,541	338,390	(340,194)	4,737
<b>Total of funds</b>	<b>139,723</b>	<b>386,609</b>	<b>(394,525)</b>	<b>131,807</b>



**Notes to the financial statements**  
**For the year ended 30 September 2021**

**14. Statement of funds (continued)**

**Purpose of designated funds**

Winding up reserve - This represents the Trustees' estimate of costs that may be incurred in the event of the charity ceasing to operate.

**Purpose of Restricted Funds**

Centre for Aging Better – A programme to promote age-friendly and inclusive volunteering.

Folkestone & Hythe Over Fifties Forum - To inform and raise the voice of Folkestone & Hythe's older residents on matters of local and national interest.

Gardening Task Force - A gardening project supporting volunteers with learning difficulties and mental health issues to provide gardening services to the residents of Folkestone & Hythe District.

Good Neighbours Service – A volunteer befriending service aimed at reducing the feeling of loneliness and isolation among older people in our communities.

Good Neighbour Service Welfare Befriending Dover District - this service helped to provide a telephone befriending service to reduce loneliness and isolation due to the Coronavirus outbreak.

KCV overheads (funded by grant) - This represents monies given specifically to fund our overheads.

Money Matters - This project is to support individuals in matters relating to managing money so that they can lead an independent life.

Nepalese Community Centre – provides funding to establish a Nepalese Community Centre and set up and run a series of activities aimed at combatting loneliness for people of all ages within the local community.

Nepalese Digital Inclusion Programme - This programme has been implemented to help the Nepalese community within Folkestone access online services which will enable individuals to better connect to services and the wider community, which will promote wellbeing and overcome isolation.

Shed Fund - provides peer support, advice and the opportunity to learn new skills to ex-military personnel and their families.

Stronger Kent Communities - This consortium champions the voluntary sector and volunteering in Kent because they are essential for a better and stronger society. They do this by networking organisations with the people and resources they need to make the biggest difference they can.

Thanet Community Support Partnership - A project led by Kent Coast Volunteering which exists to tackle many of the major problems experienced by older residents in Thanet.

Thanet Over Fifties Forum - To inform and raise the voice of Thanet's older residents on matters of local and national interest.

Transport Service - An essential, volunteer led community transport service, enabling people to attend hospital appointments, GP's and Dental appointments, as well as visit relatives, go shopping or attend social events.

Transport Development Grants - This represents monies given to develop our Volunteer Transport Service.

**Notes to the financial statements**  
**For the year ended 30 September 2021**

**14. Statement of funds (continued)**

**Purpose of Restricted Funds continued**

Volunteer Outreach Project Dover - A comprehensive outreach and brokerage service to help match individuals to voluntary organisations in Dover District.

Volunteer Outreach Project Folkestone - A comprehensive outreach and brokerage service to help match individuals to voluntary organisations in Folkestone & Hythe District.

**Statement of funds - prior year**

	Balance at 1 October 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 30 September 2020 £
<b>Unrestricted funds</b>					
<b>Designated funds</b>					
Winding up reserve	50,000	-	-	-	50,000
<b>General funds</b>					
General Fund	88,437	52,890	(46,147)	(11,998)	83,182
<b>Total Unrestricted funds</b>	138,437	52,890	(46,147)	(11,998)	133,182

**Kent Coast Volunteering Ltd**  
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**Notes to the financial statements**  
**For the year ended 30 September 2021**

**14. Statement of funds (continued)**

	Balance at 1 October 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 30 September 2020 £
<b>Restricted funds</b>					
Centre for Aging Better	31,288	3,500	(28,922)	-	5,866
Folkestone & Hythe Over Fifties Forum	-	183	(183)	-	-
Gardening Task Force	4,612	11,583	(16,195)	-	-
Good Neighbours Service	2,500	23,208	(25,708)	-	-
Good Neighbours Service Welfare Befriending	-	9,500	(9,500)	-	-
KCV Overheads (funded by grant)	-	48,962	(48,962)	-	-
Money Matters	-	8,782	(8,107)	-	675
Nepalese Digital Inclusion Programme	-	3,339	(3,339)	-	-
Shed Fund	-	837	(837)	-	-
Stronger Kent Communities	-	48,207	(48,207)	-	-
Thanet Community Support Programme	8,285	73,006	(93,289)	11,998	-
Thanet Over Fifties Forum	-	712	(712)	-	-
Transport Service	-	26,404	(26,404)	-	-
Volunteer Outreach - Dover	-	10,900	(10,900)	-	-
Volunteer Outreach Project Dover	-	1,920	(1,920)	-	-
Volunteer Outreach Project Folkestone	15,384	956	(16,340)	-	-
	<u>62,069</u>	<u>271,999</u>	<u>(339,525)</u>	<u>11,998</u>	<u>6,541</u>
<b>Total of funds</b>	<u>200,506</u>	<u>324,889</u>	<u>(385,672)</u>	<u>-</u>	<u>139,723</u>

**Notes to the financial statements**  
**For the year ended 30 September 2021**

**Purpose of designated funds**

Winding up reserve - This represents the Trustees' estimate of costs that may be incurred in the event of the charity ceasing to operate.

**Purpose of Restricted Funds**

Centre for Aging Better – A programme to promote age-friendly and inclusive volunteering.

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Transport Service - An essential, volunteer led community transport service, enabling people to attend hospital appointments, GP's and Dental appointments, as well as visit relatives, go shopping or attend social events.

Volunteer Outreach Project Dover - A comprehensive outreach and brokerage service to help match individuals to voluntary organisations in Dover District.

Volunteer Outreach Project Folkestone - A comprehensive outreach and brokerage service to help match individuals to voluntary organisations in Folkestone & Hythe District.

**Notes to the financial statements**  
**For the year ended 30 September 2021**

**15. Analysis of net assets between funds**

**Analysis of net assets between funds - current year**

	<b>Unrestricted funds 2021 £</b>	<b>Restricted funds 2021 £</b>	<b>Total funds 2021 £</b>
Tangible fixed assets	5,592	-	<b>5,592</b>
Current assets	131,649	145,608	<b>277,257</b>
Creditors due within one year	(10,171)	(140,871)	<b>(151,042)</b>
<b>Total</b>	<b>127,070</b>	<b>4,737</b>	<b>131,807</b>

**Analysis of net assets between funds - prior year**

	<b>Unrestricted funds 2020 £</b>	<b>Restricted funds 2020 £</b>	<b>Total funds 2020 £</b>
Tangible fixed assets	7,819	-	7,819
Current assets	133,290	144,568	277,858
Creditors due within one year	(7,927)	(138,027)	(145,954)
<b>Total</b>	<b>133,182</b>	<b>6,541</b>	<b>139,723</b>

**16. Pension commitments**

The Company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the Company in an independently administered fund. The pension cost charge represents contributions payable by the Company to the fund and amounted to £4,963 (2020 - £4,895). £5 (2020: £nil) was payable to the fund at the balance sheet date and is included in creditors.

**17. Related party transactions**

The Company has not entered into any related party transactions during the year or the prior year, nor are there any outstanding balances owing between related parties and the Company as at 30 September 2021 or 30 September 2020.