

COMPANY REGISTRATION NUMBER : 05586169

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE
UNAUDITED FINANCIAL STATEMENTS
FOR
31 MARCH 2023**

Charity Number : 1112483



Edmund Carr LLP
Chartered Accountants
146 New London Road
Chelmsford
Essex
CM2 0AW

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE**

FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2023

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**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE**

COMPANY INFORMATION

YEAR ENDED 31 MARCH 2023

Charity Number: 1112483
Company Number: 05586169

Principal address: Burgess Well House
Coval Lane
Chelmsford
Essex
CM1 1FW

Charity trustees:

Allison Lofthouse	Chair
John Knott	Hon Treasurer & Company Secretary
Tom Willis	(deceased 19.2.23)
Tracy Harris	(resigned 3.7.23)
Lynne Foster	
Glenda Daines	
Louis Langenberg	(appointed 23.11.23)
Gregory Deacon	(appointed 27.11.23)

The charity trustees are also directors of the company.

Appointed observer: Cllr Sue Young Chelmsford City Council

Accountants: Edmund Carr LLP

Senior staff: Lorraine Jarvis, Chief Officer

CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 MARCH 2023

The trustees have pleasure in presenting their report and the unaudited financial statements for the charity for the year ended 31 March 2023.

Structure, Governance and Management

Governing document: The Memorandum and Articles of Association; incorporated 7 October 2005. Registered as a charity 12 December 2005. Began operating 1 April 2006.

Charity constitution: Company Limited by Guarantee

Charity trustee selection method: Trustees are nominated and elected by the Board at the Annual General Meeting. Chelmsford CVS staff and board members continued to keep skills updated and ongoing membership of NCVO, NAVCA and VST has enabled access to relatively low cost, high value training. Records of all staff and trustee development are kept.

The Trustees meet regularly as a main committee, and delegate day to day responsibility for the running of the charity to the Chief Officer who reports in detail on every aspect of the Charity's work in order that decisions can be made that best further the charity and company objectives.

Public Benefit Statement

The Trustees confirm that they have had due regard to the guidance issued by the Charity Commission on Public Benefit. Chelmsford CVS objects are clear in that they will promote any charitable purposes that are for the benefit of the community; its aims and activities of brokering volunteer opportunities, providing support to individuals, to voluntary and community organisations, especially in the area of health, wellbeing, safety and education, are in accordance with the regulations on public benefit.

Risk Management

The major risks, to which the charity is exposed, as identified by the Trustees, are reviewed and systems, policies and procedures established to mitigate those risks. Every staff induction is completed to include policies and there is a review process in place with any amendments being agreed at Board level. The annual review of Health & Safety and Adult Safeguarding policies and procedures were undertaken, and a review of the Recruitment of Ex-Offenders policy was carried out to comply with most recent legislation. All staff and volunteers were offered training in Autism awareness and undertook training in topics such as Volunteers and the Law and Grant Fundraising. Members of the public, staff and volunteers are encouraged to access online training in Suicide Awareness, Mental Health First Aid, Telephone Befriending, Making Every Contact Count, and how to volunteer safely and responsibly.

Objectives and Activities

The objectives of the charity:

- a) To promote any charitable purposes for the benefit of the community in the local government district of Chelmsford and its neighbourhood;
- b) To promote and organise co-operation in the achievement of above purposes and to that end to bring together in council representatives of the voluntary organisations and statutory authorities within the area of benefit.

CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2023

Principal activity

Chelmsford Council for Voluntary Service (CVS) works to support, promote and develop local voluntary action to maximise the effectiveness of voluntary and community activity. The charity operates in Essex under the working name of Chelmsford CVS and hosts or delivers a number of projects to support community wellbeing, including Pre Loved Prom, VolFEST, Chelmsford 100: Hidden Gems, Volunteer Centre, Chelmsford Men's Shed, Community Corner Cafe, Supporting Wellbeing Operations Team (SWOT), Chelmsford 4 Good, Chelmsford Connects, Delivery partner for Essex Timebank, NHS social prescribing Link Workers, Winter Warm, Tennyson House Live Well Garden and Writtle Surgery Garden, IT Man @ MLCT, Supporting local Covid vaccination volunteer recruitment and infrastructure; Delivery partner for Chelmsford Community Resilience Hub, Essex Family Support Service, Knitting Group @ Caffè Marconi and SWF Community Garden.

Chelmsford CVS is a local infrastructure charity and works across the district offering activity and support which sits within four overarching functions:

- Leadership and advocacy
- Partnerships and collaborations
- Capacity building
- Volunteering

Achievements and Performance

Main developments and achievements during the year: Chelmsford CVS thanks the City Council and County Council for supporting our core business with grant funding. This provides a sound basis to lever in additional resource to deliver support and services to the voluntary sector, engage with local partnerships and sustain projects that meet community needs. It enables the charity to build a core infrastructure of support and a chain of collaboration that is nimble and swift to act whatever the presenting community need.

The trustees would like to record special thanks to Tom Willis, who died unexpectedly in February 2023. Tom was an extremely dedicated trustee and former Mayor of Chelmsford and the Chief Officer was able to pay tribute to him by speaking at a Service of Thanksgiving at Chelmsford Cathedral. Trustees would also like to put on record their thanks to Cllr John Galley, Mayor of Chelmsford who died in October 2022; John was a great advocate of the CVS and voluntary sector having previously been Deputy Leader and Cabinet Member for Finance at the City Council. Another great loss was Ken Edwards, who had for many years been a great supporter of the CVS and voluntary sector.

The Trustees also thank CVS members and all of the people, charities, community groups, volunteers and other stakeholders who work collaboratively with us year on year to enable a connected offer in support of our communities. In this third year of pandemic as we emerged from crisis mode, there remained many challenges and the trusted relationships that the charity has built up over the past 28 years enabled it to continue to enhance collaborations to ensure that people in the communities of Chelmsford were supported.

CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2023

We work with humility, with the sector and strategic partners, to bring people together and set up activities that meet a need in our community. All CVS staff work with Asset Based Community Development principles enhancing what's strong rather than focussing on what's wrong and to empower rather than creating further dependencies.

The Trustees would like to thank the staff team for their continued dedication in working often six days a week and many hours each month in excess of their contracted time to be able to offer time to every group requesting help. Thanks go to every single volunteer who has continued to offer support to the charity's Hub, vaccination calls to action and all projects –124 in all. **The following pages offer a snapshot** of what has been another exceptionally busy year of delivering emergency support alongside the charity's business as usual:

Supporting the Voluntary Sector (with communications, fundraising, governance, compliance):

During the year Chelmsford CVS had 8 new charities come into membership and ***delivered direct support to 358*** charities, voluntary or community groups **and 27** non constituted groups.

We were able to support 24 complex compliance issues including with insurance, safeguarding, risk assessments, strategies, policies and procedures. All of this work helps VCS organisations and their voluntary trustees to navigate the often challenging landscape to keep legal and safe operations. We've delivered specialist support with governance issues to 11 VCS groups over the year with each group requiring at least two one-2-one sessions and written follow up. We also, sadly, supported two closures.

The charity **supported 74 VCS groups with their fundraising during the year** meeting one to one with groups to help them interpret application guidance, found and circulated a myriad of funding opportunities, reviewed applications, acted as referee or endorsed bids, helped with budgets and as a soundboard for those expanding or contracting their charitable offer. Recognising the challenges ahead for charities facing increased demand without recourse to emergency funding we organised some formal training. The first, in collaboration with the City Council, on Tender Readiness; the second, bringing a national expert to Chelmsford to deliver expert Fundraising training.

Liaison (Connecting and referring): Making connections and introductions between the VCS and potential collaborative colleagues or to the VCS from statutory partners is day to day work for the CVS. When we receive a request we continue to work to support connections and relationship building. Two examples: during development of the cultural strategy we offered local intelligence to help drive engagement. When the owner of a community café was looking to set up a youth group we linked them with another established charity who have significant expertise in setting up volunteer led, sustainable groups.

Resources to Share: The shared resources began going out of the door again with the community cinema kit starting to go out more frequently as people began to go out in person again. Display boards and bunting have also seen a lot of use this year with charities able to borrow items for free. The meeting rooms picked up in usage and the **new PA systems and gazebos** purchased with ECC Locality Fund were very well used.

Information and Communications: The charity continued to send a weekly E-mail bulletin and funding opportunities briefings to ***VCS with 51 Bulletins being collated, prepared and sent*** out during the year to VCS member representatives and local stakeholders, containing up to ten items of interest. Often calls come through to take up opportunities within minutes of sending it out.

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TRUSTEES' ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2023

chelmsfordcvs.org.uk saw **49,419** page views and 22,267 new users, broadening our audience by over **3,300 individuals more than last year**. The most popular pages were Latest Volunteering opportunities. With less capacity to engage with social media in the past year, CVS Twitter feed settled to **over 49,800 impressions** from a following of **1933**. New Instagram pages for Chelmsford Shed and Chelmsford 100 were begun. Our followers on CVS Facebook page are well networked groups and individuals so when feed is shared it brings the **reach to over 17,300**. The trustees are especially grateful to the City Council's Communications Team in getting our messages out via their social media and often reporting our activities in City Life, helping to reach a much wider local audience.

Enabling Representation & Strategic Partnership Work: Chelmsford CVS is dedicated to ensuring that the voice of the voluntary sector is heard at strategic tables, showcasing VCS talent and raising challenges at the highest level. The charity continued to attend key meetings and supported the development of a new Chelmsford Against Slavery Partnership with the Chief Officer speaking at the inaugural meeting. We also worked closely with Culture Chelmsford, the city council's cultural team and a number of partners to develop and adopt a comprehensive new cultural strategy for Chelmsford. In year, CVS engaged with and attended **124 partnerships and forums**, keeping a watching brief on many others. When a specialist view was needed local strategic VCS CEOs were connected in as appropriate.

Mapping of Community Assets and launching Chelmsford Connects: The charity's collaborative work in mapping VCS assets across Mid Essex concluded and the report was published along with an interactive map of the assets found and some community stories. All assets were logged on www.ChelmsfordConnects.org.uk online directory which continues to grow in scope containing thousands of local agencies and activities. This became a vital resource as we approached Winter and the cost of living crisis began to bite; we collected information about all of the dozens of Warm Spaces available across Chelmsford and published them as an interactive online directory available to all.

Administration of Community Grants & Funds: The charity continued to support the administration of the City Council's Community Grants in year.

In certain circumstances, Chelmsford CVS can act as Treasurer for others and continues to hold funds and work in partnership for the benefit of Active Chelmsford.

We also worked in partnership with other CVSs in Mid & South East Essex to bring a micro community grants offer into Chelmsford. Groups were able to apply for up to £2,000 and we administered that process for local groups; 13 of them were awarded grants.

The charity also supported ECC in facilitating the process of getting emergency funds out to people in need.

Volunteer Centre Specialist Activities: The charity continued to offer a bespoke brokerage and volunteer-matching service throughout the year **placing 1,110 volunteers** in roles, and **supporting 185 organisations**. Our enquiry to placement ratio for the year is 54%, against a national average of 15%. We continued our work in guiding groups in how best to run and manage their volunteering departments offering free expert guidance on policy writing, best practice, data management, volunteer recruitment, and volunteers and the law. Detailed volunteer development work was completed with **38 individual organisations** this year. We sourced, arranged and created high-quality volunteer placements for large teams of corporate or employee volunteers; **224 individual volunteers** contributed at least a half day of volunteering in Chelmsford due to these efforts.

CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2023

The Volunteer Centre exhibited at **8 community events** and held outreach stands on a further **13 occasions** which included school and college recruitment fairs, in shopping centres and libraries, and at community wellbeing days or hubs. We helped deliver an information and sun-cream giveaway stall at Picnic in the Park, Melbourne; a week-long series of activities and signposting for families who make use of the free school meal scheme. Other outreach is done via social media, and monthly local newspapers, village magazines, community noticeboards, schools, radio, supermarkets, and through key referral agencies. This year we featured in a regular spot on Dave Monk's BBC Essex show, where the charity endeavoured to share this platform with local causes.

We continued the identification and development of supported volunteering roles for the benefit of people who struggle to access traditional volunteering. The charity works closely with Disability Employment Advisors, Social Prescribers, and key local agencies to place their clients into supported volunteering roles which, sadly, are becoming fewer as charity's face increasing pressures. So we also created and maintained our own volunteering projects as safe spaces for volunteers with additional needs. The expansion of these projects, and the resources required to deliver them contributed towards the recruitment of a new part time Community Development worker in winter 2022.

In addition, supported by a team of trained volunteers, the charity offered up over **268 supported sessions to tackle social isolation** and every session, be it tea party, garden, walk, carpentry, crafting or board games was very much welcomed by all participants. Some of these are described in more detail in this report.

The Volunteer Centre continued work begun in January 2021 to support local vaccination centres across our district facilitate their COVID Vaccination Programmes and Winter Flu Jabs; assisting in coordinating the volunteer efforts of **5 GP surgeries across 3 PCNs**. Despite public interest in supporting these roles falling, we have been successful in maintaining excellent relationships with a core group of local volunteers and, as such, are able to assist the surgeries when needed. We also continued to provide infrastructural support to each surgery, including advising them on risk-assessments, insurance, inductions, and the practical requirements of their volunteer teams.

The Centre Manager assisted Chelmsford Cathedral in designing and recruiting their large scale volunteering efforts for their spectacular Gaia exhibition, and supported the Cathedral's Christmas market with infrastructure and people.

Building upon the success of collaborative work with Afghan refugee families, we approached the local Muslim community to explore possibilities for other inclusive projects, and further improve social cohesion in our city. The first of these was a new Ladies' Community Craft Group, in which women of all ages, backgrounds, and abilities can come together to knit and crochet items for good causes, all while sharing life experiences and good conversation. The group is supported by the Volunteer Centre Manager, a volunteer trained in Mental Health First Aid and Autism Awareness, and by the generosity of *Caff  Marconi* where they meet. Further developmental work has led to the creation of *Bubu's Community Hub CIC*, a group which has gone on to offer a Winter Warm Space, children's sign-language classes, and a creative club for disabled adults.

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TRUSTEES' ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2023

In Conversation with The High Sheriff: On 9th May we brought together a diverse group of VCS representatives to join an event 'In Conversation With' the High Sheriff Nick Alston whose theme for the year was Volunteering. We worked with him to engage local groups offering diversionary activity to young people to encourage connection and conversation between diverse agencies on local challenges.

Youth Engagement: The Volunteer Centre worked with *North Avenue Centre* to engage young users of Central Park and involve them in designing the street artwork that had been commissioned for the underpass near the skateboard ramps. Our Volunteer Centre Manager was asked to be a judge for *First Give*, a charity that inspires and equips students to engage with their local community through social action for charities; and was part of a panel that awarded a £1000 prize to the winning group of students at Hyland's School.

Staff attend frequent careers and progression fairs at secondary schools and colleges across Chelmsford, to encourage volunteering and community involvement among young people.

VolFest 2022: After a two-year, COVID-inflicted break, the charity's annual celebration for National Volunteers Week returned with a resounding bang to Chelmsford High Street. VolFest 2022 featured over 33 local volunteer-involving organisations in individual gazebos that ran the length of the High Street. The event featured live music from Hotbox; stands and vans from local food vendors; demonstrations from Essex Community First Aid and the Open Road SOS bus; engagement from local businesses, and a personal thank you to each group from the High Sheriff of Essex who also judged the "best stall" competition. Over 1,000 members of the public attended this year, which provided our local charities with an excellent opportunity to bring in new volunteers, showcase and promote their services in a festival of all the good that can come of our community working together.

Chelmsford 4 Good Charity Shop: under the devoted care of our incomparable volunteer manager the charity shop continues to provide much needed funds for the charity, as well as building a modest Community Chest for the future. The shop is an important location for volunteering placements for ex-offenders and those on Community Payback, and for people with additional needs to volunteer at. Many of the young people have used their experiences to secure paid employment.

Emergency Support Continues: Another challenging year with the CVS asked by health to continue to offer the Community Resilience Hub & Helpline, 5 days a week taking calls from the public, social prescribers and any local agency without access to emergency funds. The need continued beyond Covid into cost of living crisis and utilising emergency funding and a partnership approach with Citizen's Advice and other key local agencies the charity was able to directly offer support with essentials. The sheer number of transactions in year were again huge compared to usual business.

The Volunteer Centre contributes greatly to the running of the CVSs Community Hub & Helpline, and maintains a database of 49 active volunteers, this year working collaboratively with the Hub on coordinating large-scale donations to *Baby Basics*, *Age Concern*, and *Broomfield Hospital*, as well as numerous acts of micro-volunteering. **309 individual food and voucher deliveries, prescription collections and welfare calls** were carried out in year. Other tasks included sourcing and packaging up 400 lunch bags for pressurised staff at Broomfield hospital (complete with hand-drawn notes of thanks from a young volunteer).

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TRUSTEES' ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2023

Amid rising winter and cost of living pressures, we were asked by the Mid & South Essex ICS to support their efforts in making sure people were discharged swiftly and safely without unnecessary anxiety or risk of being readmitted. Within an extremely tight turnaround to develop and launch a programme of fast-responding, face to face welfare visits to vulnerable people in January. The charity was able to bring in trusted partners whose expertise would help make the visits more impactful and safe with additional help from our experienced Hub volunteers. The visits were coordinated via our Hub & Helpline.

Ukrainian Response: The charity was asked to work with Chelmsford City Council so that the information on local needs was accurate and the response appropriate. We actively liaised with the Red Cross, ECC and others so that Chelmsford could work collaboratively with the whole county. The CVS and VC attended meetings of the Ukrainian Refugee Tactical Coordinating group to represent the Third Sector resources that could be called upon to help. We actively recruited translators for referral to EWS, and signposted people to local initiatives including an excellent list of provision created and kept up to date by a local church.

Continuing Social Prescribing Link Worker Local Offer: The charity continued to host five GP based prescribers across three PCNs in the district. Social prescribers work one to one with people to improve their health and wellbeing and this can include up to 12 intensive support sessions that can be life changing. During the year these four full time and one half time prescribers picked up and worked with **1424 referrals, a large increase from last year**. They are a vital part of our Hub and community offer and in our work with communities to build on what's strong rather than what's wrong. In addition, the charity continues to deliver the Essex Family Support Service locally and now have an experienced part time social prescribing Link Co-ordinator (family specialist) in post.

Climate Change: CVS Chief Officer undertook two days of accredited Carbon Literacy training; as part of this work an environmental policy was begun and Pre-loved Prom project launched. All volunteer gardeners are encouraged to learn more about climate challenges and biodiversity and put this into practice during community gardening sessions. We gave out 50 packs of wild seed bombs at our VolFEST event with an opportunity to talk about bees and the importance of wild places. We continued to support the City Council in recruiting volunteers to Love Your Chelmsford and in our mission to offer anything useful that may be destined for landfill to the local charity sector. The charity shared several more opportunities to reuse office furniture that was being thrown away and were able to renew their furniture in this way. In December, a local VIP flights business closed and asked us to help distribute 19 pallets of new red suitcases that were destined for landfill. Thanks to some swift co-ordination we were able to get **all 475 suitcases out** to a variety of charities to help support their outreach, charity shops and beneficiaries.

Staying Safe in the Sun: In the Summer, the charity again secured funding for, purchased and offered out 500 bottles of sun-screen and an NHS leaflet on staying sun safe out to for those struggling with cost of living by utilising our networks and reaching out to agencies that would be doing outdoor activity with children in the summer months.

Winter Support Offer: As the weather began to worsen, the charity worked with nine different agencies, offering three charity grants and **13 different types of intervention so that we reached 452** individuals who benefitted from the modest amount of Winter Warm funding allocated by Essex County Council. When Covid spiked again, we worked with Mid Essex Alliance to deliver **235 Oxymeters and leaflets** to local GP practices for onward distribution to patients with a long term condition.

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SWOT: We continued to run the SWOT (Supporting Wellbeing Operational Team) project throughout the year. This voluntary scheme received referrals direct from Broomfield Hospital and directly facilitates food parcels, helps move furniture, mobility aids and personal alarms, warm clothing and shoes, links together overlapping services, and generally provides reassurance to anyone recently sent home from hospital. We also purchased and delivered new clothing to keep ward based clothing depositories topped up enabling patient dignity.

Overcoming Digital Exclusion: the charity continues to support an affordable, entry-level Computer Club at Moulsham Lodge Community Trust. The 'Tech & Tea' sessions continue to be popular and well attended. The CVS Hub continues to offer direct digital support week on week should any older person require shopping or other essentials purchased online and we continued to explore and respond to need as appropriate in this area.

Creating More Outdoor Connecting & Inclusion Activities: The garden project at Tennyson goes from strength to strength, acting as a stepping stone to other volunteering opportunities. The group includes people with physical and learning disabilities, epilepsy and mental health issues so the support offered by CVS team is intensive and weekly.

Working with the towns Rotary Club and Meadowcroft Garden Centre, the CVS team supported collaboration and community engagement for a *new garden in South Woodham Ferrers*, securing start-up funding for the basics including a summerhouse, tools, table and chairs. With help from RHS, the garden has been a haven for a wide range of people. It's given volunteers the opportunity to try their hand at gardening, meet new people and enjoy the beautiful Wellbeing space that they have helped create.

CVS was also able to secure start-up funding to establish a *Dementia Friendly garden over at Writtle GP surgery* and work began on this in December with the RHS again supporting start up. The garden is already transformed offering wheelchair access and will open one Saturday each month for community use with surgery staff able to use the space on weekdays

Creating More Indoor Connecting & Inclusion Activities: The charity worked intensively in partnership with Culture Chelmsford, Writtle College, the City Council, Chelmsford4You, the Meadows and Dominus to open an empty shop in The Meadows as *Chelmsford's Community Living Room*. CVS co-ordinated day to day operations, 7 days a week, providing staff and volunteers. It opened as a community space for everyone to enjoy in the middle of March and we were able to bring in a number of community agencies to share the space alongside the cultural offer. Recording a *footfall of over 3,500 people during the eleven weeks* it was open.

Launching New Partnerships & Offering Opportunity: Chelmsford Market approached the charity to see if CVS could make use of an empty kitchen and café seating corner. Thanks to funding from Essex Community Foundation to set up and run for 12 months, the *new Community Corner* now has a 5 star food hygiene certificate and opens every Wednesday for drinks and food. The unit window space has been transformed into a community information board and a partnership with City of Chelmsford Mencap offers a new opportunity for their adult students with learning disability to train up and progress their café skills.

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TRUSTEES' ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2023

PreLoved Prom: Thanks to a small grant from Love Essex and by working in partnership with the Volunteer Centre, Dominus, the Meadows, Writtle College and Chelmsford Child & Family Wellbeing team we set up a local Preloved Prom project in a small shop unit aimed at saving fast fashion from landfill whilst helping hard pressed families with their prom outfits. The CVS went out to the community for donations and the response was overwhelming with 100s of dresses, suits and accessories freely given to stock the shop. Appointments were offered to try on and take outfits free of charge to any young person in need and the call went out to every secondary school and college.

Chelmsford Men's Shed: The CVS has continued to host Chelmsford Men's Shed which offers a safe space for men to meet and connect 'shoulder to shoulder'. This year as work started to open as usual and offer more sessions, a full review of health and safety was undertaken and volunteer training updated. Our Volunteer Centre Manager has also provided expert advice and guidance regarding the creation of three more local Shed projects.

My Weight Matters & Movement: The CVS restarted two My Weight Matters sessions in Chelmsford and Danbury in support of the *Essex Wellbeing Service*. Delivered weekly by trained volunteers, these sessions offer a free, NHS-approved weight loss programme in an empathetic, kind, and knowledgeable environment.

The seated yoga group at Age Concern Community Hub, funded by Active Chelmsford and intended for anyone needing to be more active but struggling with doing so safely, continued until the financial year end.

Facilitating the use of Locality Funds: The charity worked with ECC Councillors during the year to maximise use of their funding allocations: to help provide some equipment and games for the new Community Living Room at Number 11 The Meadows; and to commission updated research and statement of community need for a proposed new Community Hub.

Chelmsford 100: Hidden Gems Walking and Wellbeing Project: Following on from its launch in February last year, engagement with this community connections project continued and all of the 100 silks were delivered to the very first Installation event on 1 July over at The Wilderness Foundation. A breath-taking sight, seeing all the silks on what was a perfect day with the sun shining and a good breeze! The charity launched the city's first ever Walking Festival at the beginning of July and embarked with three walk leader volunteers on exploring and undertaking new walks totalling 100 miles. This was good for staff wellbeing coming out of the emergency and we *directly engaged with over 11,400 people* over the course of the year through walks, installations, talks and exhibitions.

The deliberate intent to involve those who would not usually be asked to participate in this type of arts project bore fruit in the sheer range of people and groups involved in the design of each silk. A first for us and working in partnership with Chelmsford Museum, with their expert support and our ability to form connections with all parts of our diverse community, we produced an exhibition of our Chelmsford 100 project and began to pull together a book of the silks and stories. This project continues to grow in reach and connects people and creates volunteering opportunities in a very different way than other work that we do.

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Supporting the Knife Angel Legacy: CVS began a new collaboration with Keep It 100 and the City Council to put in place a legacy statue following the successful visit of the Knife Angel. Intended as a place of reflection and education in the city centre, CVS supported the launch event in September and offered the opportunity for young people involved to walk with their Chelmsford 100 silks through the underpass that local young people had also helped to redesign. An inspirational and emotional morning, this was recorded by and appeared on ITV News. We were delighted to be jointly Awarded by the High Sheriff this year, taking young people along to receive the certificate and giving them the opportunity to speak directly about their experiences to BBC Essex, the High Sheriff and the Police and Crime Commissioner.

Local, Essex & Wider Networks: The charity is an active member NAVCA, NCVO and the National VCS Emergency Partnership, regularly attending meetings, responding to enquiries, sharing local insights to colleagues across the country. In turn, those networks are available to us should we have a tricky issue or wish to gain from others experience when trying out new approaches.

Financial review

Total income in the year was £367,413 (2022 - £435,787) and expenditure increased to £414,941 (2022 - £368,353) resulting in net expenditure of £47,528 (2022 - net income £67,434).

Reserves policy:

To mitigate the risks of the uncertain funding climate the Trustees retain the ambition to increase the current level of free reserves to six months' of general unrestricted expenditure. This equates to free reserves of £166,440 compared to actual free reserves held at the year end of £52,890 (excluding designated funds, fixed assets and pension reserve) as set out in note 15.

As the work of the charity relies on the ability of its staff members to carry out its objectives, the Trustees maintain a designated Employment Reserve to mitigate the risk of temporary loss of that ability, or such other risk as may arise to the charity as an employer.

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

Approved by the Trustees 4 December 2023 and signed on their behalf by:

Allison Lofthouse
.....

Allison Lofthouse

Chair of Trustees

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE**

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

YEAR ENDED 31 MARCH 2023

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2023 which are set out on pages 14 to 26.

Responsibilities and basis of report

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

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

Independent examiner's statement

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 The Institute of Chartered Accountants in 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 that in any material respect:

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.

Colin Barker

.....
C A Barker FCA

146 New London Road
Chelmsford
CM2 0AW

21 December 2023
.....

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND
EXPENDITURE ACCOUNT)**

YEAR ENDED 31 MARCH 2023

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
INCOME FROM:					
Donations and legacies					
Donations	2	2,427	1,024	3,451	7,801
Grants receivable	4	288,747	46,181	334,928	404,241
Other trading activities:					
Sales income		19,615	-	19,615	18,071
Charitable activities:					
Service and project income	5	7,101	-	7,101	5,561
Investments	3	2,318	-	2,318	113
TOTAL INCOME		<u>320,208</u>	<u>47,205</u>	<u>367,413</u>	<u>435,787</u>
EXPENDITURE ON:					
Costs of raising funds:					
Charity shop costs		-	-	-	3,973
Charitable activities	6	357,357	57,584	414,941	364,379
TOTAL EXPENDITURE		<u>357,357</u>	<u>57,584</u>	<u>414,941</u>	<u>368,353</u>
NET INCOME/(EXPENDITURE)		(37,149)	(10,379)	(47,528)	67,434
Transfer between Funds		24,477	(24,477)	-	-
Other recognised gains / (losses):					
Gains on defined benefit pension plan	13	290,000	-	290,000	119,000
NET MOVEMENT IN FUNDS		277,328	(34,856)	242,472	186,434
Reconciliation of funds:					
Total Funds brought forward		395,179	158,305	553,484	367,049
Total Funds carried forward		<u>672,507</u>	<u>123,449</u>	<u>795,956</u>	<u>553,484</u>

The charity has no recognised gains or losses other than the results for the year as set out above.

The notes on pages 16 to 26 form part of these financial statements.

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE
BALANCE SHEET
AS AT 31 MARCH 2023**

	Note	2023 £	2022 £
FIXED ASSETS			
Tangible assets	10	-	-
CURRENT ASSETS			
Debtors	11	59,707	19,904
Cash at bank		601,590	672,031
		<u>661,297</u>	<u>691,935</u>
CREDITORS: Amounts falling due within one year	12	<u>(304,341)</u>	<u>(287,451)</u>
NET CURRENT ASSETS		<u>356,956</u>	<u>404,484</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>356,956</u>	<u>404,484</u>
NET ASSETS EXCLUDING PENSION LIABILITY		<u>356,956</u>	<u>404,484</u>
Defined benefit pension asset/(liability)	13	<u>439,000</u>	<u>149,000</u>
NET ASSETS		<u><u>795,956</u></u>	<u><u>553,484</u></u>
FUNDS OF THE CHARITY			
Restricted funds	16	123,449	158,305
Unrestricted funds			
Unrestricted income funds		233,507	246,179
Pension reserve	13	<u>439,000</u>	<u>149,000</u>
Total unrestricted funds	15	<u>672,507</u>	<u>395,179</u>
TOTAL CHARITY FUNDS		<u><u>795,956</u></u>	<u><u>553,484</u></u>

For the year ended 31 March 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 (the Act) relating to small companies.

Directors' responsibilities:

- i) The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;
- ii) the directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

These financial statements were approved by the Trustees on 4 December 2023 and are signed on their behalf by:

Allison Lofthouse

ALLISON LOFTHOUSE

Chair of Trustees

Company Registration Number: 05586169

The notes on pages 16 to 26 form part of these financial statements.

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023**

1. ACCOUNTING POLICIES

a) Basis of accounting

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (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 (effective 1 January 2019) (Charities SORP FRS 102) and the Companies Act 2006.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

b) Going Concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

c) Income

Income from donations and grants, including capital grants, is included in incoming resources when these are receivable, except as follows:

When donors specify that donations and grants given to the charity must be used in future accounting periods, the income is deferred until those periods.

When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions have been met.

When donors specify that donations and grants, including capital grants, are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.

d) Expenditure

All expenditure is accounted for on an accruals basis and includes VAT as the charity is not VAT registered. Governance costs are associated with the governance arrangements of the charity. Support costs are apportioned between the funds based on budgeted expenditure at the start of the year.

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2023

e) Depreciation

Major expenditure on tangible fixed assets is capitalised. The cost of other items is written off as incurred.

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Presentation and copier equipment	33.33% straight line
Office equipment	33.33% straight line
Furniture & fittings	33.33% straight line

f) Debtors

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

g) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount.

h) Fund accounting

Funds held by the charity are either:

Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Designated funds – these are unrestricted funds that the Trustees have set aside for specific designated purposes.

Restricted funds – these are funds that can only be used for particular restricted purposes within the objects of the charity.

i) Pension Fund (see note 13)

Chelmsford Council for Voluntary Service participates in a defined benefit scheme operated by Essex County Council. The contributions are determined by the scheme actuaries, on the basis of triennial valuations.

j) Legal Status

The charity is a private company limited by guarantee. It is incorporated in England and Wales and its registered address is Burgess Well House, Coval Lane, Chelmsford, Essex, CM1 1FW. The charity meets the definition of a public benefit entity.

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2023

2. DONATIONS RECEIVABLE

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Other donations	2,427	1,024	3,451	7,801
	<u>2,427</u>	<u>1,024</u>	<u>3,451</u>	<u>7,801</u>
<i>Total 2022</i>	7,438	363	7,801	

3. INVESTMENT INCOME

All of the charity's investment income arises from interest bearing deposit accounts.

4. GRANTS RECEIVABLE

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Essex County Council (Public Health)	57,818	6,261	64,079	45,818
Chelmsford City Council	36,000	18,000	54,000	66,659
Other government grants	179,455	21,920	201,375	167,233
Emergency Response grant	-	-	-	45,000
Other grants	15,474	-	15,474	79,531
	<u>288,747</u>	<u>46,181</u>	<u>334,928</u>	<u>404,241</u>
<i>Total 2022</i>	311,172	93,069	404,241	

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2023

5. SERVICE AND PROJECT INCOME

	Unrestricted Funds	Restricted Funds	Total Funds 2023	Total Funds 2022
	£	£	£	£
Project and services income	7,101	-	7,101	5,561
	<u>7,101</u>	<u>-</u>	<u>7,101</u>	<u>5,561</u>
<i>Total 2022</i>	5,561	-	5,561	

6. CHARITABLE EXPENDITURE

	Unrestricted Funds	Restricted Funds	Total Funds 2023	Total Funds 2022
	£	£	£	£
Project delivery costs				
Staff costs	256,727	49,386	306,112	277,059
Other professional fees	28,987	1,175	30,162	25,426
Support costs:				
Rent and rates	21,409	-	21,409	16,357
Printing, postage and stationery	3,392	681	4,073	1,540
Telephone and internet	1,571	311	1,882	4,057
Travelling and meeting costs	7,665	1,832	9,497	1,572
Repairs and maintenance	9,546	520	10,066	7,958
Other	18,813	3,679	22,492	24,057
Governance costs (note 7)	9,248	-	9,248	6,353
	<u>357,357</u>	<u>57,584</u>	<u>414,941</u>	<u>364,379</u>
<i>Total 2022</i>	305,505	58,874	364,379	

7. GOVERNANCE COSTS

	Unrestricted Funds	Restricted Funds	Total Funds 2023	Total Funds 2022
	£	£	£	£
Independent examination	1,000	-	1,000	970
Accounts preparation	3,692	-	3,692	3,500
Fees payable to Independent Examiner	4,692	-	4,692	4,470
Bookkeeping	2,456	-	2,456	1,870
Other professional fees and charges	2,100	-	2,100	13
	<u>9,248</u>	<u>-</u>	<u>9,248</u>	<u>6,353</u>
<i>Total 2022</i>	6,353	-	6,353	

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2023

8. ANALYSIS OF STAFF COSTS

	2023	2022
	£	£
Wages and salaries	262,796	231,321
Social security costs	21,743	16,603
Pensions	21,573	29,135
	<u>306,112</u>	<u>277,059</u>

None of the employees' emoluments exceeded £60,000.

None of the trustees or persons connected with them received any remuneration for their services.

During the year no expenses (2022: Nil) were reimbursed to the trustees.

Total key management personnel remuneration benefit during the year amounted to £72,264 (2022: £59,960). The 2023 figure includes exceptional overtime payments to management personnel in the year for project delivery due to staff shortage.

The average number of paid employees during the year, by head count, was 12 (2022: 11).

9. NET INCOME / (EXPENDITURE) FOR THE YEAR

This is stated after charging:

	2023	2022
	£	£
Depreciation	<u>-</u>	<u>-</u>

10. TANGIBLE FIXED ASSETS

	Presentation and copier equipment £	Furniture & fittings £	Office Equipment £	Total £
COST				
At 1 April 2022	7,560	3,029	3,895	14,484
Disposals	-	-	-	-
At 31 March 2023	<u>7,560</u>	<u>3,029</u>	<u>3,895</u>	<u>14,484</u>
DEPRECIATION				
At 1 April 2022	7,560	3,029	3,895	14,484
On disposals	-	-	-	-
Charge for the year	-	-	-	-
At 31 March 2023	<u>7,560</u>	<u>3,029</u>	<u>3,895</u>	<u>14,484</u>
NET BOOK VALUE				
At 31 March 2023	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2022	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2023

11. DEBTORS

	2023	2022
	£	£
Trade debtors	56,249	18,888
Prepayments	3,458	1,016
	<u>59,707</u>	<u>19,904</u>

12. CREDITORS: Amounts falling due within one year

	2023	2022
	£	£
Other creditors including amounts held as Treasurer	230,144	238,337
Trade creditors	20,452	31,246
Tax and social security	2	1,711
Accruals	7,060	4,157
Deferred income	46,683	12,000
	<u>304,341</u>	<u>287,451</u>

Deferred income relates to events and projects that have not yet taken place as at the year-end.
All deferred income brought forward was released in the current year.

Other creditors include amounts received from grant providers and donors that are for other charitable organisations and recipients. The Charity acts as Treasurer for the funds and pays out to their intended recipients as and when required. During the year a total of £67,760 was received and £75,953 was paid out. These receipts and payments are not included in the Charity's statement of financial activities. At the balance sheet date a total of £230,144 (2022: £238,337) was held.

13. DEFINED BENEFIT PENSION SCHEME ASSET/(LIABILITY)

The Charity participates in a defined benefit scheme operated by Essex County Council. The assets of the scheme are held separately from those of the charity. The contributions are determined by the scheme actuaries, Barnett Waddingham, on the basis of triennial valuations. The most recent full actuarial valuation was at 31 March 2022 and has specified the employer rates applicable for the three years from 1 April 2023.

To assess the value of the Charity's liabilities at 31 March 2023, the value of the liabilities calculated for the funding valuation at 31 March 2022 have been rolled forward allowing for the different financial assumptions required under FRS 102. To calculate the asset share the assets have been rolled forward allowing for investment returns, contributions paid into, and estimated benefits from the Fund by and in respect of the Charity and its employees. The assumptions that have the most significant effect on the results of the valuation are those regarding the investment return and the rate of increase in salaries and pensions. It is assumed that the discount rate would be 4.80%, salary increases would be 3.95% per annum and that pension increases would increase at the rate of 2.95% per annum.

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023**

13. DEFINED BENEFIT PENSION SCHEME LIABILITY (continued)

The return on the Fund for the year to 31 March 2022 is estimated to be 0.35%. The estimated asset allocation for the Charity as at 31 March 2022 is Equities 58%, Gilts 1%, Other bonds 0%, Property 8%, Cash 3%, Alternative Assets 16% and Other managed funds 14%. The Charity's share of the assets of the Fund is approximately 0.01%. The minimum employer contributions due from the Charity for the three years commencing 1 April 2023 are 0.0% of payroll per annum.

	2023	2022
	£	£
Value of scheme assets and liabilities		
Fair value of assets	1,183,000	1,175,000
Present value of scheme liabilities	(744,000)	(1,026,000)
Net pension scheme asset	<u>439,000</u>	<u>149,000</u>
 Movements in year		
Surplus at beginning of the year	149,000	30,000
Actuarial gains	290,000	119,000
Pension scheme surplus at the end of the year	<u>439,000</u>	<u>149,000</u>

14. COMMITMENTS UNDER OPERATING LEASES

At 31 March 2023 the company's total future minimum lease payments under non-cancellable operating leases, were as follows:

	Land and buildings	
	2023	2022
	£	£
Not later than 1 year	-	-
Later than 1 year not later than 5 years	-	-
	<u>-</u>	<u>-</u>

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023**

15. UNRESTRICTED FUNDS

Current year	Movement in resources:				Balance at 31/03/2023
	Balance at 01/04/2022	Income	Expenditure	Gains, losses & transfers	
	£	£	£	£	£
General unrestricted funds	68,492	280,109	(340,966)	45,255	52,890
Pension reserve	149,000	-	-	290,000	439,000
Designated funds					
a) Employment reserve	35,000	-	-	-	35,000
b) Technology reserve	7,000	-	-	-	7,000
c) Project Development Fund	25,000	-	-	-	25,000
d) Craft Group	6,101	-	(220)	-	5,881
e) Chelmsford 4 Good	16,071	1,000	(325)	-	16,746
f) Timebank	6,150	12,000	(60)	(18,090)	-
g) Charity Shop	68,482	13,694	(5,294)	-	76,882
h) Essex Family Support	12,058	13,385	(10,075)	(1,699)	13,669
i) Chelmsford West Garden	264	-	(100)	(164)	-
j) Tennyson Garden	1,560	20	(316)	(825)	439
	<u>395,179</u>	<u>320,208</u>	<u>(357,357)</u>	<u>314,477</u>	<u>672,507</u>

Prior year	Movement in resources:				Balance at 31/03/2022
	Balance at 01/04/2021	Income	Expenditure	Gains, losses & transfers	
	£	£	£	£	£
General unrestricted funds	54,547	300,628	(284,056)	(2,625)	68,492
Pension reserve	30,000	-	-	119,000	149,000
Designated funds					
a) Employment reserve	30,000	5,000	-	-	35,000
b) Technology reserve	4,375	-	-	2,625	7,000
c) Project Development Fund	25,000	-	-	-	25,000
d) Craft Group	6,101	-	-	-	6,101
e) Chelmsford 4 Good	14,413	2,000	(342)	-	16,071
f) Timebank	8,575	6,312	(8,737)	-	6,150
g) Charity Shop	59,148	13,307	(3,973)	-	68,482
h) Essex Family Support	7,292	14,145	(9,379)	-	12,058
i) Chelmsford West Garden	952	-	(688)	-	264
j) Tennyson Garden	2,900	963	(2,303)	-	1,560
	<u>243,302</u>	<u>342,355</u>	<u>(309,478)</u>	<u>119,000</u>	<u>395,179</u>

- a) The employment reserve was established to mitigate risks to the charity as an employer.
b) The technology reserve was established to mitigate risks arising from technology failure.
c) The project development fund was established to allow the charity to respond quickly to new opportunities.

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023**

15. UNRESTRICTED FUNDS (Continued)

- d) Income to the craft group fund arises from sale of crafts and bunting.
- e) A corporate brokering project, aiming to raise the profile of local charities with businesses in the local area and to build a local 'Community Chest'.
- f) The charity is grant funded to deliver Timebank in Chelmsford and Rayleigh Rochford as part of the Essex Timebank project, led by Community360 and funded by Big Lottery and ECC.
- g) Established to offer supported volunteering placements and to help raise funds for the charity and other local charitable causes.
- h) The charity is grant funded to delivery the Essex Family support service in Chelmsford, led by Community360 who are under contract to delivery an Essex-wide service.
- i) A small project to offer enhancements to Chelmsford West Children's Centre Garden.
- j) A small project to create a Live Well Social Prescribing Garden working collaboratively with Chelmsford West PCN, Active Chelmsford and RHS Hyde Hall.

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023**

16. RESTRICTED FUNDS

Current year		Movement in resources:			
	Balance at				Balance at
	01/04/2022	Income	Expenditure	Transfers	31/03/2023
	£	£	£	£	£
a) Shed development Fund	3,078	-	(53)	(2,300)	725
b) Chelmsford Shed	3,280	1,024	(1,491)	-	2,813
c) Living safe and well	90,121	-	(359)	(16,485)	73,277
d) SWOT	29,504	10,000	(3,055)	(5,220)	31,229
e) Volunteer centre	30,691	36,181	(51,466)	-	15,405
f) Cinema 4 All	1,631	-	(1,160)	(471)	-
	<u>158,305</u>	<u>47,205</u>	<u>(57,584)</u>	<u>(24,477)</u>	<u>123,449</u>

Prior year		Movement in resources:			
	Balance at				Balance at
	01/04/2021	Income	Expenditure	Transfers	31/03/2022
	£	£	£	£	£
a) Shed development Fund	5,101	-	(2,023)	-	3,078
b) Chelmsford Shed	2,972	363	(55)	-	3,280
c) Living safe and well	68,721	50,000	(28,599)	-	90,121
d) SWOT	30,343	4,808	(5,647)	-	29,504
e) Volunteer centre	9,923	38,261	(17,493)	-	30,691
f) Cinema 4 All	1,631	-	-	-	1,631
g) ProAct Fund	5,056	-	(5,056)	-	-
	<u>123,746</u>	<u>93,432</u>	<u>(58,874)</u>	<u>-</u>	<u>158,305</u>

- a)/b) The Men's Shed project fund has been split into Shed Development Fund and Chelmsford Shed Fund. Grant funding is used to develop local shed projects.
- c) Funding to host and operate the Social Prescribing Programme.
- d) Grant received to delivery the SWOT volunteering project.
- e) Specialist volunteer brokerage project providing support and expertise within the local community, to potential and existing volunteers and volunteer involving organisations (formerly designated).
- f) Grant received from Essex Community Foundation to deliver a community cinema pilot in collaboration with City of Chelmsford Mencap.
- g) Closing balance of the former charity to hold as a BAME strategic fund.

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023**

17. ANALYSIS OF NET ASSETS (between restricted and unrestricted funds)

Current year	Tangible fixed assets £	Other net assets £	Total £
General unrestricted	-	52,890	52,890
Designated	-	180,616	180,616
Pension reserve	-	439,000	439,000
Total Unrestricted	-	672,506	672,506
Restricted	-	123,449	123,449
	-	795,956	795,956
Prior year	Tangible fixed assets £	Other net assets £	Total £
General unrestricted	-	68,492	68,492
Designated	-	177,687	177,687
Pension reserve	-	149,000	149,000
Total Unrestricted	-	395,179	395,179
Restricted	-	158,305	158,305
	-	553,484	553,484

18. RELATED PARTY TRANSACTIONS

There were no related party transactions during the year.

19. COMPANY LIMITED BY GUARANTEE

Every member of the company undertakes to contribute to the assets of the Company in the event of the same being wound up during the time he/she is a member, or within one year afterwards, for the payments of the debts and liabilities of the company contracted before the time at which he/she ceases to be a member and of the costs, charges and expenses of winding up the same, and for the adjustments of the rights of the contributors among themselves such amount as may be required not exceeding one pound.