

COMPANY REGISTRATION NUMBER : 05586169

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE
FINANCIAL STATEMENTS
FOR
31 MARCH 2025**

Charity Number : 1112483



Edmund Carr LLP
Chartered Accountants
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Essex
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**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE
FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2025**

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**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
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COMPANY INFORMATION**

YEAR ENDED 31 MARCH 2025

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
Lynne Foster	(resigned 11.11.24)
Glenda Daines	
Louis Langenberg	
Gregory Deacon	
Susan Dobson	

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
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TRUSTEES' ANNUAL REPORT
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The Trustees have pleasure in presenting their report and the unaudited financial statements for the charity for the year ended 31st March 2025. The Trustees of the charity as shown above are also the directors of the charity.

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.

All staff recruitment decisions are put to the Trustees for agreement. The charity undertakes internal pay reviews on an annual basis for all staff, timed for implementation in the April payroll. Every three years, the Chief Officer examines the marketplace to assess whether or not current salaries are competitive and take full account of levels of responsibility, making recommendations to the Board of Trustees. Any changes to salaries are approved by the Trustees before being implemented. Should the Chief Officer's salary require review, this is undertaken separately by Trustees and without the direct involvement of the Chief Officer.

Risk Management

The major risks to which the charity is exposed are regularly reviewed and systems, policies and procedures established to mitigate those risks. Staff and trustee inductions are completed to include policies and the review process ensures all new policies and any amendments are agreed at Board level.

The annual review of Health & Safety and Safeguarding policies and procedures was undertaken, Designated Adult Safeguarding Lead training was updated, and a full review of Equality and Diversity policy and procedures was completed in year. All staff and volunteers undertook training appropriate to their role including autism awareness, mandatory training and updates in Mental Health First Aid and Safeguarding. Continuous professional development is encouraged, with staff and volunteers also encouraged to access online training in Suicide Awareness, Making Every Contact Count, Dementia Awareness.

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.
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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.

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 for continuing to support our core business with grant funding. This helps to provide a sound basis from which to lever in additional resource to deliver support and services to the voluntary sector, engage with local partnerships and sustain projects that support the health, resilience and wellbeing of the local community. It enables the charity to build a core infrastructure of support and a chain of collaborative effort that is nimble and swift to act whatever the presenting community need.

The Trustees also thank CVS members and all of the agencies, charities, community groups, volunteers and other stakeholders who work with us year on year to enable a connected offer in support of our communities. Given the current economic climate and tensions in communities around the country, there remains much challenge and the trusted relationships that the charity has built up over almost 30 years has enabled it to continue to develop trusted relationships and enhance joint working for the benefit of local people.

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

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The Trustees would like to thank the staff team for their continued dedication to be able to offer time to every group requesting help. Thanks go to every one of 108 volunteers who continued to offer time and talent to the charity's Hub and projects. The charity thanks Lynne Foster who has given many years of wise and unwavering support as trustee of the charity; she stepped down in year to take up duties of Deputy Leader of the City Council.

In December, we were devastated to learn of the unexpected passing of Brenda Newman, aged 89, who had been our charity shop volunteer Manager since its inception. Brenda's daughters said she lived and breathed her voluntary role and passed away still doing what she loved: "organising a shop, chatting to visitors, supporting younger people, selling just about anything in a shop, which gave her purpose and fulfilment." The Trustees would like to pay tribute to Brenda and her family for her unstinting dedication running the CVS charity shop for over 10 years. She is very much missed.

The following pages offer just a snapshot of what has been another exceptionally busy year despite continued funding uncertainties and reduced capacity to respond to demand:

Supporting the Voluntary & Community Sector (with communications, fundraising, governance, compliance): Chelmsford CVS had 17 new voluntary sector organisations come into membership of the charity during the year but lost two due to closure. The CVS team *delivered direct support to 343* charities, voluntary or community groups and non-constituted groups. Repeat business was again buoyant with agencies accessing support with different needs many times over the year.

We were able to support complex compliance issues including: insurance, safeguarding, risk assessments, strategies, policies and procedures. All of this work helps voluntary & community sector (VCS) organisations and their trustees/committee members to navigate the often challenging landscape to keep legal and safe operations. We've delivered specialist support with governance issues over the year with each group requiring two or three, 1-2 hour one-2-one sessions and written follow up. The team offered up face to face support to people in the community wishing to set up voluntary activity to make a positive difference; everything from youth music to new men's sheds to kidney cancer care and supporting the establishment of a new community hub in South Woodham Ferrers. The charity continued to offer side by side support to groups to make successful charity commission applications.

The charity supported VCS groups with their fundraising endeavours, during the year, connected with groups to help them interpret application guidance, researched and circulated a myriad of funding opportunities through a monthly Funding bulletin, 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 continued to offer 'Meet the Funder' events which were well attended and received. Looking to a future of more demand and less capacity we embarked on a new relationship with Active Essex to help strengthen their place based delivery offer.

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. On receiving any request we continued to *work to support connections* and relationship building between statutory partners and the voluntary sector, across the sector and amplifying awareness of known activities to a variety of referral mechanisms including GP social prescribers. Efforts made to broker business relationships with the voluntary sector came to fruition, with a large business choosing two smaller groups to support during a year of staff fundraising.

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Resources Hub: The charity has been able to increase its stock of shared resources available, adding more gazebos, folding tables and chairs. Gazebos, PA systems, Cinema 4 All kit, display boards and bunting saw a lot of use in year with charities currently able to borrow items for free. Meeting rooms picked up in usage with weekly bookings again being taken up by many different voluntary groups on an ad hoc basis. Recovery college, youth sessions, crafting, employability, language, counselling, team meetings, hot desking – to name just a few.

Information and Communications: The charity continued to send a weekly E-bulletins and funding opportunities to **539 subscribers with 49 Bulletins being researched, prepared and sent out** during the year to voluntary sector representatives and local stakeholders, each containing up to ten items of interest. Opportunities are often picked up within minutes of circulation. Nine Funding Bulletins, full of a wide variety of grants available, were also researched and sent out in year.

chelmsfordcvs.org.uk continued to be popular with an increase in 31% on website traffic since the previous year. Latest Volunteering opportunities continues to be the most popular page; people find us most when they Google ‘Volunteering Chelmsford’ or ‘Volunteering Opportunities near me. Followings were maintained on X although the charity took a step back from using it as a promotional tool moving more to Facebook and creating a new Instagram presence. Followers on CVS Facebook page are well networked groups and individuals so when feed is shared it multiplies the CVSs reach many thousand fold. The trustees are again 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 support the ongoing development of the Chelmsford Against Slavery Partnership, leading on a successful bid into the Essex Police Fire & Crime Commissioner fund in support of continued expert co-ordination.

In year, CVS engaged with and attended more than **116 partnerships and forums**, keeping a watching brief on many others so that the VCS voice could be consistently heard. These included Mid Essex Alliance, One Chelmsford Board, Live Well Chelmsford, Mid Essex Children’s Partnership, Macmillan Community Voices Partnership and three Neighbourhood Teams leadership groups. When a specialist view was needed, the charity was proactive in connecting in strategic charity leads. The Chief Officer continued to meet with other CEOs as peer support, to connect new leads into local networks and to keep abreast of significant issues and challenges.

Chelmsford Connects: The charity’s interactive online directory www.ChelmsfordConnects.org.uk continued to grow in scope containing thousands of local agencies and activities and updated day to day. **Specific support available** across Chelmsford, such as Winter Warm Spaces, were added and updated so that awareness is raised of hyper local activities in the community.

Community Grants & Funds: The charity continued to support the administration of the City Council’s Community Grants, and met with commissioners to reinforce the importance of small grant funding, **enabling vital funds** to continue to be awarded to local charities. Chelmsford CVS acted as Treasurer for a number of schemes and continues to hold funds and work in partnership for the benefit of Active Chelmsford. Working with Community 360 as Mid and South East Essex Lead, the charity again supported a final allocation of a micro grants fund for Chelmsford Groups. We had the pleasure of working with three Essex County Councillors to enable allocation of locality funds in their divisions.

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The Volunteering & Projects Manager led on a new collaboration with Culture Chelmsford involving a research and grant-making programme exploring Culture, Health, and Social Prescribing enabling several micro-grants to go out to groups to enable a myriad of activity to take place. She continued to work closely with the City Council's Homes for Ukraine Advisor, and the charity secured a two year grant for the Ukrainians in Chelmsford group, from Essex County Council via Essex Community Foundation, to develop and grow the Ukrainians in Chelmsford support group.

CVS Networking Meetings: In March 2025 the charity embarked on new plans to bring together community leaders at two *Discovery Round tables* held at Bubu's Community Hub. Aimed at informing the future support needs of the voluntary and community sector here in Chelmsford, Chelmsford CVS networking offer will be informed by the outcome of the Roundtables and survey research.

Volunteer Centre Specialist Activities: Brokerage: The charity continued to offer a bespoke brokerage and volunteer-matching service throughout the year. In total, the Volunteer Centre *placed 1,569 volunteers* in roles - a fifty percent increase on the previous year - with an enquiry to *placement ratio for the year of 42%*, against an industry national average of 15%. The Volunteer Centre also sourced, arranged and facilitated high-quality placements for **247 employee** and corporate volunteers. All of this work is set against a national environment where volunteer recruitment continues to be challenging and UK volunteering rates have dropped to their lowest levels since records began.

The charity is indebted to **108 amazing volunteers**, who gave time week on week across all of the charities projects, to keep activities running. This year they contributed over **8,175 hours** of volunteering to the CVS which can be monetised at minimum wage to over £93,500. However, the value that they bring to the charity and its projects in terms of skills, dedication and enthusiasm is beyond measure.

In order to maintain a local environment where volunteering can flourish, the Volunteer Centre: Delivered **12 presentations** to community groups, businesses, and educational institutions; Ran **38 outreach stalls** at schools, libraries, shopping centres, job fairs, and community events; Featured 4 times on BBC Essex, including a guest appearance on Dave Monk's final show, plus coverage on Haart FM and Chelmsford Community Radio; Maintained monthly columns in the City Times and Moulsham Times, with frequent features in Danbury Focus and SWF Focus; Reached wide audiences via social media, newsletters, local press, and partner networks; Distributed a quarterly volunteer newsletter to over 3,000 individuals identified as having a keen interest in volunteering.

Through volunteer brokerage and continuing to offer one to one interviews thanks to the expertise of the Volunteer Centre Assistant, the charity identified and developed *supported volunteering* roles for the benefit of people who struggle to access traditional volunteering. There has been a sharp rise in the number of people seeking volunteering opportunities who require structured support. Local charities—facing reduced resources—frequently cannot offer the time or guidance needed, limiting opportunities for those who need help getting started.

The Volunteer Centre continued to work to **bridge this gap**; identifying and developing supported volunteering opportunities for those facing barriers, and actively advocating for accessible volunteering within our member organisations. The Centre receives referrals from: DWP Disability Employment Advisors, Social Prescribers, Health Coaches, Social Workers, ECL, Hamelin Trust, Realise Futures, The Children's Society (Care Leavers), Chelmsford College, Mencap.

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The Centre continues to offer inclusive volunteering projects, providing structured, supportive environments. Although as yet not fully funded, these activities have been essential for many individuals unable to access mainstream roles. Over the year, we delivered **852 supported volunteering sessions**, a significant increase since last year, reinforcing our commitment to making volunteering inclusive and accessible to all. Every session, be it tea party, garden, walk, carpentry, crafting, or cooking was very much welcomed by all participants.

The Centre continued to guide groups in how best to manage their volunteering teams, offering free expert support on policy writing, best practice, data management, volunteer recruitment, volunteers and the law, and recruiting and supporting young Trustees. Supporting **194 organisations** in total, with **136 receiving direct help** on recruitment and volunteer development.

Chelmsford Volunteer Centre initiated and facilitated **three Chelmsford Volunteer Managers Forums**; peer-to-peer support and learning sessions, where volunteer engagement professionals could discuss, share, question, learn, and seek help regarding volunteer management and developments in a supportive environment. These attracted attendees from a wide range of charities, and community groups.

The expertise of the Volunteering & Projects Manager is widely recognised and in year prompted requests: To help judge the **First Give Awards**, celebrating youth-led social action; From the RHS to organise the Essex Community Garden Forum, featuring expert speakers and training; To join the Compassionate Communities partnership; To become part of Stow Maries Project Responses Group.

The Centre assists with the quality and development of the **Volunteer Essex digital platform**, including generating, editing, and re-writing content and resources. Our team is regularly consulted by volunteer centres across Essex for advice on best practice, volunteer engagement, digital support and is committed to collaborative working and actively contribute to the **Volunteer Essex network**.

Culture and Social Prescribing: In partnership with Culture Chelmsford and with funding support from Chelmsford City Council through the UK Shared Prosperity Fund (UKSPF), the charity co-delivered a pioneering programme focused on linking culture with social prescribing to improve health and wellbeing in Chelmsford. The project began with a collaborative research phase, working with Anglia Ruskin University to produce a report exploring what social prescribing currently looks like in Chelmsford, and identifying where opportunities exist to better connect it with cultural activity.

Following this, the charity played a leading role in designing, administering, and delivering a new grants programme, which funded 18 grassroots pilot projects. Each project explored how creativity—ranging from street art and music to storytelling and craft—could be used to support mental and physical wellbeing through social prescribing. The initiative used a co-designed, community-led approach to grant-making, ensuring projects were shaped by local voices and needs. CVS contributions included: Holding funds, financial administration and project oversight; Facilitating workshops and learning exchanges for grant recipients; Producing and collating project reporting; Coordinating the judging panel and scoring process for grant applications

Beyond the grants programme, our partnership with Culture Chelmsford has continued to grow. We also participated on the interview panel to appoint consultants developing a new Community Engagement Framework for Chelmsford and sit on Culture Chelmsford's Community Connectors Working Group, helping to ensure that diverse community perspectives are central to cultural planning.

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Supporting the Ukrainian Community in Chelmsford: Since June 2023, the charity has worked in close partnership with Chelmsford City Council's Homes for Ukraine Advisor to support the Ukrainian community in Chelmsford—currently around 360 individuals—to deliver a range of targeted activities. Full details can be found at www.ukrainians_chelmsford.uk. As the fundholder the CVS manages the delivery and financial oversight of the programme. Key achievements include: 44 themed community meetings, offering practical advice and support for integration; Free English classes, helping participants build confidence and communication skills; Happy Ukrainians Club for those aged 60+, providing weekly English lessons, life skills support (e.g. using health services) and strong peer support network to reduce isolation and improve wellbeing; Children's Club (ages 4–11) weekly play sessions and Ukrainian language lessons with a focus on preserving cultural identity while integrating locally; Play UA Teen Group (ages 11–17) offering weekly three-hour sessions with games, discussion, and emotional support, space to share challenges and build lasting friendships and visible improvements in mental health and reduced homesickness

Support for Asylum Seekers: The charity continued to facilitate the multi-agency, *Collaborative Working Group* of key local charities and support agencies who are responding to the needs of Asylum Seekers in Chelmsford that it set up the previous year. It grows in numbers with the aim of encouraging cooperation, avoiding duplication, countering misinformation, and jointly identifying ways to meet the needs of the hundreds of people newly arrived in the city.

Formal Training and Skills: In year, the charity held: *Two Mental Health First Aid* courses and two Autism Awareness sessions. Through the CVS website training was available in *Suicide Awareness*, *Mental Health First Aid*, *Telephone Befriending*, *Making Every Contact Count*, and how to volunteer safely and responsibly.

Wider Networks and Local Consultation: The charity is an active member of NCVO, the National VCS Emergency Partnership, the national Association of Volunteer Managers, National Association of Link Workers and the National Association of Voluntary & Community Action, attending meetings, responding to enquiries, sharing insights and advice, and providing statistical reports to colleagues. Those networks are invaluable to compare and contrast local challenges and for support should a tricky issue arise.

The charity continued as an active member of the National and Essex Shed Network, Essex Community Garden Forum, and held a first Chelmsford Trustee's Network meeting.

Essex Community Tree: The charity provided hands on support for *the launch of the new website*, helping to shape the event development and promotion. Thanks to support of a space and refreshments from the City Council, the launch was very well attended by Tree network members and the Mayor and Mayoress of Chelmsford. We continued to play an active role in supporting the Tree Mental Health Forum event here in Chelmsford, connecting local organisations and fostering collaboration within the community sector.

Awards & Recognition: The charity continued to administer and widely promote the *Chelmsford Mayor's Awards for Voluntary Service*, now in its 11th year. These prestigious Awards recognised outstanding contributions to volunteering across **four categories**, with additional highly commended certificates. This event is a vital part of recognising and honouring the exceptional volunteers who make a difference in our community.

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VolFest 2024: In June, the charity held its annual National Volunteers Week event, VolFest, which has become a highlight of the local Third Sector's calendar. The event saw **50 local charities** exhibiting along Chelmsford High Street, giving them the opportunity to recruit volunteers and inform the public about their services. This year the event featured: Music from Hotbox; Stands and food vans from local vendors; Demonstrations and activities from charities; Strong engagement from local businesses; BBC Essex broadcasting live and considerable media coverage. We estimate that over **2,000 people** attended, making it a vital outreach event for local charities and a key platform for securing volunteers and trustees and a flagship event for the charities small team.

Chelmsford 4 Good Charity Shop: We were deeply saddened by the passing of much-loved volunteer shop manager, **Brenda Newman** just after Christmas. She was the heart of the shop and a treasured member of Chelmsford CVS. Following her passing, many of the shop volunteers felt unable to continue without her, and we closed the shop for just over a month to reflect, reset, and honour Brenda's memory. Brenda's daughters created a Go Fund Me appeal to facilitate a collection at her wake which raised over £1,000 for the CVS.

Looking to the future and with the support of CVS part-time Community Development Worker, we recruited and trained a new team of volunteers. The shop has since reopened and now operates three days a week, continuing to serve as both a community space and a vital income stream. The shop continues to provide much needed funds for the charity, as well as building a Community Chest for the future.

The shop continued to be an important volunteering site for people with additional needs. Several young volunteers have gone on to secure paid employment, using their experience in the shop as a stepping stone. Chelmsford 4 Good is one of the few places in Chelmsford that provides structured volunteering placements for ex-offenders and Community Payback participants, supporting their rehabilitation and reintegration. Brenda's legacy lives on through the shop's continued role as a place of opportunity, support, and second chances for many in our community.

Community Gardens: Following a successful small grant from RHS Communities, the charity's community garden projects now form the Live Well **Social Prescribing Garden Network**. This network connects community gardens across Chelmsford that support vulnerable individuals and volunteers with additional needs. Through this initiative, we have: Facilitated group gardening and craft sessions, Forest Bathing Sessions; Invited in guest speakers and instructors; Delivered training in First Aid, Dementia Awareness, and Mental Health First Aid; Purchased accessible gardening tools for volunteers with physical access needs; Organised seasonal social events to support isolated gardeners during the winter; Advised on the development of other local garden projects; Participated in the Writtle Christmas Tree Festival; Developed volunteers so that they've been able to move onto new opportunities.

The charity now directly operates three community gardens, each designed as a Social Prescribing Garden—their primary purpose being to support volunteers with health conditions, disabilities, or barriers to social inclusion. These gardens require a significant investment of time, planning, and the dedicated presence of a part-time CVS Community Development Worker to meet the varied and complex needs of participants. During the winter months, when gardens are less active, Locality funding was utilised to deliver a seasonal programme of gardening, cooking, craft, social activities, ensuring people remained connected and supported through colder months when the gardens were closed.

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In year, we organised and hosted the *Chelmsford Community Garden Forum* in collaboration with the RHS Communities team, held at Central Baptist Church. This successful event brought together nearly 40 different groups of community gardeners, allotment leaders, and local charities for a day of workshops, networking, and knowledge-sharing. Garden Soup was provided by City of Chelmsford Mencap. CVS work was also showcased at the *Essex Primary Care Network (PCN)* Conference, where our community gardens were highlighted as *a Success Story in wraparound care* - demonstrating how social prescribing projects can enhance wellbeing and reduce isolation for those most at risk.

Resilience Support Continues: At the request of health partners, the charity continued to offer the Community Resilience Hub & Helpline. The Hub provides practical support to people living in the Chelmsford district, operated by an experienced Co-ordinator, taking calls from the public, social prescribers and other front line workers, 5 days a week.

This year working collaboratively, the Hub facilitated **724 interventions** in year which included individual food and voucher deliveries, prescription collections and welfare calls. Amid rising winter and cost of living pressures, the Hub continued its support of Mid & South Essex ICS in helping swift and safe discharge without unnecessary anxiety and minimising risks of being readmitted. The charity was able to bring in trusted partners whose expertise would help make interactions more impactful with additional help from six regular Hub volunteers. The Hub enables the charity to co-ordinate and deliver several key initiatives to extremely vulnerable people, including: Winter Warmth; SWOT (Supporting Wellbeing Operational Team); Food shopping and prescription delivery; Purchasing and delivery of essential items; Welfare checks; Expert signposting and referrals to key services.

Continuing Social Prescribing Link Worker Local Offer: The charity's Link Worker team grew again with the appointment of another full time Link in January 2025 bringing the team to seven expert and experienced GP based prescribers hosted across three Primary Care Networks. 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 our Links picked up and worked with **1644 referrals, again an increase** from the previous year and have become an integral part of the GP offer.

SWOT: The charity continued to run the Supporting Wellbeing Operational Team (SWOT) project throughout the year thanks to a small grant from Essex County Council. SWOT is a **voluntary support service** that addresses low-level practical and social barriers to hospital discharge, and checks in with patients at risk of readmission within the critical first 2–3 days post-discharge. It fills an essential gap for individuals whose needs do not qualify for a formal care package but who still face real obstacles to returning home safely. By resolving these issues quickly, SWOT helps increase capacity across health and care services, and is recognised as a valued part of the Mid Essex Intermediate Care landscape. In 2024–25, the project completed **215 patient interventions**. SWOT continued to purchase and deliver new clothing to keep ward based clothing depositories topped up enabling patient dignity.

Winter Support Offer: The charity continued to work with trusted local agencies to identify urgent Winter need and collaborate to meet this. The **Winter Warm grant** from Essex County Council was withdrawn from CVSs across Essex and the charity was grateful to Chelmsford City Council's Public Health team who reinstated the grant locally enabling a continued conduit of vital funding for key charities to continue to offer support to our most vulnerable residents during colder weather. We continued to work with The Salvation Army to give out Winter coats collected the previous year.

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Community Craft Group: The charity continued to offer a women-only volunteer group delivered in partnership with a locally owned minority-led business. The group brings together women from diverse backgrounds who are facing a variety of personal challenges, including: refugee and asylum-seeking women, survivors of domestic abuse, recently bereaved or widowed individuals, women with learning disabilities and physical health conditions, those experiencing loneliness, isolation, or a lack of direction. The group offers a safe, welcoming, and supportive environment where participants can develop friendships, rebuild confidence, and contribute meaningfully to the wider community through craft.

Together, the group has *created a wide range of handmade items* for charitable causes, including: baby clothes and blankets for low-income families, reusable sanitary products for women experiencing period poverty in the UK, Italy, Greece, and Lebanon, worry Monsters for children supported by Kids Inspire, knitted breasts for training midwifery students at Anglia Ruskin University, hats, gloves, and scarves for local homeless charities (CHESS, Sanctus, and Chelmsford Foodbank), blankets and hats for patients at Broomfield Hospital, Ramadan Moons for local celebration. Alongside creativity, the group provides vital emotional support, a sense of purpose, and a strong community for women who may otherwise feel overlooked or excluded.

Chelmsford Men's Shed: This hosted project offers a welcoming, supportive space where men can come together to learn practical skills, build friendships, and contribute to the local community through creative and purposeful projects. The Shed plays a vital role in the wider men's mental health support landscape, with the majority of participants referred by Social Prescribing teams or social workers. This year, the Shed has contributed to a range of meaningful projects, including: commissioned work for Barrow Farm Riding School for the Disabled, projects for the Helen Rollason Cancer Charity and local community gardens, small home improvement tasks for vulnerable individuals returning from hospital

Thanks to growing demand, we successfully *opened two additional weekly sessions* this year, enabling us to support more men than ever before. Chelmsford Shed was also formally recognised as a Dementia Friendly group by the Essex Inclusive Dementia Community (IDC) Network, a testament to the inclusive, safe environment provided. A highlight this year was being selected by Barratt and David Wilson Homes Eastern Counties as one of their chosen community partners. The Chelmsford-based housebuilder, known for its commitment to local engagement, has pledged to share a full year of fundraising, volunteering, and hands-on support between the Shed and local charity Little Edie Foundation. This is an exciting opportunity and a real coup for our grassroots initiative, offering fresh resources, visibility, and funding.

South Woodham Ferrers: Men's Shed & Community Hub Development: This year, the charity has dedicated significant time and resources to the development of both the South Woodham Ferrers Men's Shed and the new South Woodham Ferrers Community Hub. Working alongside local community leaders, these projects have required *sustained and intensive support* to bring to life including: Relationship building and governance development, administrative and financial guidance, successful funding bids, troubleshooting and mediation, especially during challenging periods of setup and growth, promotion and community engagement, support with asset purchasing and progressing charity registration, attending committee meetings to guide development and provide ongoing professional input. For the **Community Hub**, the CVS now manage bookings and finance administration. Community usage is steadily growing, with new groups and residents starting to use the space for events, meetings, and services.

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Climate Change: The Pre-loved Prom project has been taken up by Kids Inspire charity and we were pleased to promote the appeal and to loan out clothes rails and hangers. All volunteer gardeners are encouraged to learn more about climate challenges and biodiversity and put this into practice during community gardening sessions. We continued to support the City Council in recruiting volunteers to Love Your Chelmsford and in our mission to offer out anything useful that may be destined for landfill to the local charity sector.

Facilitating the use of Locality Funds: The charity again worked with Essex Councillors to broker good use of their Locality Funds in the community by *signposting to a range of causes* in their divisions. Offering to host funds for local projects enabled additional vital support for Ukrainian children, promotional materials, street support to name just a few.

Chelmsford 100 Walking and Wellbeing Project: The charity continued to develop the legacy of the successful community outreach project, Chelmsford 100, by delivering an installation over two days at Papermill Lock, a beautiful area, in partnership with the Willow Set. Held in Summer, the event focused on themes of wildlife exploration and *featured a variety of activities*, including a display of the full 100 flags and accompanying stories, a treasure hunt and hula hooping activities, contributions from RHS Essex, Essex Therapy Dogs, Essex Search & Rescue, Chelmsford Community Bookshop, and local artist Elaine Tribbley. The event was very well attended, especially by families, some of whom had never visited the Lock and river area before. It was a wonderful way to connect the community to nature and the environment.

Beach of Dreams: The charity began work on the Beach of Dreams 2025 project, an initiative by international arts organisation Kinetika. This UK-wide project combines art, walking, and storytelling to highlight the coastline and its communities. Our involvement included *working with South Woodham Ferrers* volunteers to collect local stories, draw up designs and create six large pennants that reflect these narratives. The project will continue into 2025/26, with plans to expand and further explore the connection between community stories and the coastline.

Choose Your Chill: In August, the charity worked with New Generation Development Agency (NGDA) to support delivery of their new event, Choose Your Chill, at Oaklands Park. NGDA conceived the event to connect diverse communities, with a focus on members of the global majority, young people, ethnically diverse artists, businesses, and partners. Our support included involving CVS Community Development Worker in the CCEP (Chelmsford City Ethnicities Partnership), guidance on risk management, health & safety, event management, providing loan of gazebos, tables, chairs and hands-on support throughout the day, from setup to takedown. A truly wonderful event that was very well received by all who attended and saw NGDA, young volunteers and board, put on a very well organised significant new event in Chelmsford's calendar.

Supporting the Knife Angel Legacy: The charity continued partnership work begun in the previous year with *Keep It 100 Essex CIC*, artist *Alfie Bradley* and the *City Council's Safer Communities* lead to deliver a public art sculpture. Called '*I Am Love*' the sculpture is dedicated to empowering against all forms of youth violence and located at Frank Whitmore Green in Chelmsford city centre. To support this Keep It 100 initiative, which is intended as place of reflection and education, CVS was successful in *raising over £22,000* in charitable funds which, with careful management of the budget and in kind support from a wide variety of sources, saw the project through to completion. The CVS team fully supported the sculpture arrival event at the beginning of October, at which the Chief Officer was kindly presented with a certificate from the High Sheriff.

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Overcoming Digital Exclusion: As planned, following the end of project funding, the charity successfully supported the Computer Club's *transition into an independent, volunteer-led group*. The club tackles digital exclusion by helping people of all ages and abilities gain confidence with their devices, while also offering a friendly, social space. Many participants now use digital tools more confidently for daily tasks, healthcare, and communication. We're proud to have launched and supported this project at Moulsham Lodge Community Hub, and to see it continue sustainably in the community.

Community Corner at Chelmsford Market: The funding for this pilot project came to an end and, as planned, we handed the unit back to Chelmsford Markets with grateful thanks for their support. The learning from the project enabled City of Chelmsford Mencap to continue offering a pop up Café at a *new venue in the city* every Wednesday. Resources purchased for the project will be added to CVS Resource Hub available on loan to the voluntary sector.

My Weight Matters: After four years of delivery, the charity made the decision to cease the My Weight Matters session in Danbury, which we had been running on behalf of Provide's Essex Wellbeing Service. This decision was based on several factors: We received no funding for the ongoing delivery of the service so it became unsustainable; Referrals had declined significantly, with attendance dropping to near zero despite our best efforts, there was little to no promotional or referral activity from EWS to support uptake of the service; Our committed volunteers felt *ready to explore new opportunities* after years of running the group and we celebrated their move on.

Mid Essex Men's Health Inequalities Research: From July 2023 to June 2024, Maldon & District CVS, Chelmsford CVS, and Community360 Braintree worked in partnership to explore men's health inequalities across Mid Essex. The focus was specifically on understanding the barriers faced by men aged 30 to 60 in accessing mental health support. Through targeted engagement and male involvement, the project aimed to shine a light on the challenges, inform local understanding, and build on existing community assets to improve mental health and wellbeing. Key elements of the work included developing a male-focused community asset map, engaging directly with local people to identify barriers to access, specific work on suicide prevention, and co-designing new opportunities for support that are rooted in relationships, trust, and local knowledge. This work was concluded in year with the report here: <https://chelmsfordcvs.org.uk/insights/>

Financial review

Total income in the year was £466,035 (2024 - £538,699) and expenditure decreased to £432,878 (2024 - £459,067) resulting in net income of £23,157 (2024 - £71,632). The statement of financial activities also shows a loss of £10,000 (2024 - £8,000) on the defined benefit pension scheme. For further details, please see note 13.

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 £209,939 compared to actual free reserves held at the year end of £175,054 (excluding designated funds, fixed assets and pension reserve) as set out in note 15.

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
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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 on 18 December 2025 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 2025

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2025 which are set out on pages 16 to 30.

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 Certified Accountants, 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.

Alex Stone

A Stone FCCA

Edmund Carr LLP
146 New London Road
Chelmsford
CM2 0AW

18 December 2025

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

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

YEAR ENDED 31 MARCH 2025

		Unrestricted Funds	Restricted Funds	Total Funds 2025	Total Funds 2024 (As restated)
	Note	£	£	£	£
INCOME FROM:					
Donations and legacies					
Donations	2	18,291	-	18,291	45,487
Grants receivable	4	335,203	23,595	358,798	438,622
Other trading activities:					
Sales income		(2,769)	20,564	17,795	16,459
Charitable activities:					
Service and project income	5	38,851	-	38,851	9,263
Investments	3	32,300	-	32,300	28,868
TOTAL INCOME		<u>421,876</u>	<u>44,159</u>	<u>466,035</u>	<u>538,699</u>
EXPENDITURE ON:					
Charitable activities	6	360,344	72,534	432,878	459,067
TOTAL EXPENDITURE		<u>360,344</u>	<u>72,534</u>	<u>432,878</u>	<u>459,067</u>
NET INCOME/(EXPENDITURE)		61,532	(28,375)	33,157	79,632
Transfer between Funds		(20,831)	20,831	-	-
Other recognised gains / (losses):					
Actuarial losses on defined benefit pension schemes	13	<u>(10,000)</u>	<u>-</u>	<u>(10,000)</u>	<u>(8,000)</u>
NET MOVEMENT IN FUNDS		30,701	(7,544)	23,157	71,632
Reconciliation of funds:					
Total Funds brought forward		355,878	72,710	428,588	356,956
Total Funds carried forward		<u>386,579</u>	<u>65,166</u>	<u>451,745</u>	<u>428,588</u>

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

The notes on pages 18 to 30 form part of these financial statements.

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE
BALANCE SHEET
AS AT 31 MARCH 2025**

		2025		2024 (As restated)
	Note	£	£	£
FIXED ASSETS				
Tangible assets	10		-	-
CURRENT ASSETS				
Debtors	11	67,665		25,988
Cash at bank		638,736		683,518
		<u>706,401</u>		<u>709,506</u>
CREDITORS: Amounts falling due within one year	12	<u>(254,656)</u>		<u>(280,918)</u>
NET CURRENT ASSETS			<u>451,745</u>	<u>428,588</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>451,745</u>	<u>428,588</u>
NET ASSETS			<u>451,745</u>	<u>428,588</u>
FUNDS OF THE CHARITY				
Restricted funds	16		65,166	72,710
Unrestricted funds	15		386,579	355,878
TOTAL CHARITY FUNDS			<u><u>451,745</u></u>	<u><u>428,588</u></u>

For the year ended 31 March 2025 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 18 December 2025 and are signed

Allison Lofthouse

ALLISON LOFTHOUSE

Chair of Trustees

Company Registration Number: 05586169

The notes on pages 18 to 30 form part of these financial statements

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

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2025

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 2025

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.

k) Critical areas of judgment

The LGPS valuation shows a pension asset as at 31 March 2025. FRS 102 section 28.22 states a plan surplus can be recognized only to the extent an entity is able to recover the surplus, either through reduced contributions in the future, or through refunds from the scheme. Based on guidance, the pension asset has not been recognised and instead the actuarial gain has been restricted to recognize the asset as nil.

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

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2025

2. DONATIONS RECEIVABLE

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £	Total Funds 2024 £
Other donations	18,291	-	18,291	45,487
	<u>18,291</u>	<u>-</u>	<u>18,291</u>	<u>45,487</u>
<i>Total 2024</i>	45,487	-	45,487	

3. INVESTMENT INCOME

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £	Total Funds 2024 (As restated) £
Bank interest receivable	9,300		9,300	7,868
Interest on pension fund reserve	23,000		23,000	21,000
	<u>32,300</u>	<u>-</u>	<u>32,300</u>	<u>28,868</u>
<i>Total 2024</i>	28,868	-	28,868	

4. GRANTS RECEIVABLE

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £	Total Funds 2024 £
ECC ASC	-	-	-	75,807
Chelmsford City Council	63,850	23,595	87,445	56,176
Other government grants	178,401	-	178,401	249,992
Other grants	92,952	-	92,952	56,647
	<u>335,203</u>	<u>23,595</u>	<u>358,798</u>	<u>438,622</u>
<i>Total 2024</i>	391,560	47,062	438,622	

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

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2025

5. SERVICE AND PROJECT INCOME

	Unrestricted Funds	Restricted Funds	Total Funds 2025	Total Funds 2024
	£	£	£	£
Project and services income	38,851	-	38,851	9,263
	<u>38,851</u>	<u>-</u>	<u>38,851</u>	<u>9,263</u>
<i>Total 2024</i>	9,263	-	9,263	

6. CHARITABLE EXPENDITURE

	Unrestricted Funds	Restricted Funds	Total Funds 2025	Total Funds 2024 (As restated)
	£	£	£	£
Project delivery costs				
Staff costs	297,684	57,173	354,857	361,255
Other professional fees	2,619	11,275	13,894	11,352
Support costs:				
Rent and rates	18,655	-	18,655	23,064
Printing, postage and stationery	556	56	612	4,755
Telephone and internet	3,570	685	4,255	5,269
Travelling and meeting costs	7,858	950	8,808	7,831
Repairs and maintenance	3,622	-	3,622	6,658
Other	12,299	2,395	14,694	26,734
Governance costs (note 7)	13,481	-	13,481	12,149
	<u>360,344</u>	<u>72,534</u>	<u>432,878</u>	<u>459,067</u>
<i>Total 2024</i>	378,075	80,992	459,067	

7. GOVERNANCE COSTS

	Unrestricted Funds	Restricted Funds	Total Funds 2025	Total Funds 2024
	£	£	£	£
Independent examination	1,000	-	1,000	1,000
Accounts preparation	5,876	-	5,876	3,770
Fees payable to Independent Examiner	6,876	-	6,876	4,770
Bookkeeping	6,571	-	6,571	3,581
Other professional fees and charges	34	-	34	3,798
	<u>13,481</u>	<u>-</u>	<u>13,481</u>	<u>12,149</u>
<i>Total 2024</i>	12,149	-	12,149	

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2025**

8. ANALYSIS OF STAFF COSTS

	2025	2024 (As restated)
	£	£
Wages and salaries	310,742	316,664
Social security costs	23,804	24,077
Pensions	20,311	20,514
	<u>354,857</u>	<u>361,255</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 (2024: Nil) were reimbursed to the trustees.

Total key management personnel remuneration benefit during the year amounted to £55,010 (2024: £60,680).

The average number of paid employees during the year, by head count, was 12 (2024: 12).

9. NET INCOME / (EXPENDITURE) FOR THE YEAR

This is stated after charging:

	2025	2024
	£	£
Depreciation	<u>-</u>	<u>-</u>

10. TANGIBLE FIXED ASSETS

	Presentation and copier equipment £	Furniture & fittings £	Office Equipment £	Total £
COST				
At 1 April 2024	7,560	3,029	3,895	14,484
Additions	-	-	-	-
Disposals	-	-	-	-
At 31 March 2025	<u>7,560</u>	<u>3,029</u>	<u>3,895</u>	<u>14,484</u>
DEPRECIATION				
At 1 April 2024	7,560	3,029	3,895	14,484
On disposals	-	-	-	-
Charge for the year	-	-	-	-
At 31 March 2025	<u>7,560</u>	<u>3,029</u>	<u>3,895</u>	<u>14,484</u>
NET BOOK VALUE				
At 31 March 2025	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2024	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
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NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2025

11. DEBTORS

	2025	2024
	£	£
Trade debtors	67,665	25,988
	<u>67,665</u>	<u>25,988</u>

12. CREDITORS: Amounts falling due within one year

	2025	2024
	£	£
Other creditors including amounts held as Treasurer	232,022	253,116
Trade creditors	16,364	14,870
Tax and social security	450	6,979
Accruals	5,820	5,502
Deferred income	-	451
	<u>254,656</u>	<u>280,918</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 £97,802 was received and £117,348 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 £232,022 (2024: £229,790) was held.

13. DEFINED BENEFIT PENSION SCHEME ASSET/(LIABILITY)

The charity participates in the Local Government Pension Scheme (LGPS), a funded defined benefit pension scheme that provides retirement and related benefits based on final pensionable salary. The scheme is administered by Essex County Council in accordance with the Local Government Pension Scheme Regulations.

Although the LGPS is a multi-employer scheme, the charity is able to identify its share of the underlying assets and liabilities and therefore accounts for the scheme as a defined benefit scheme under FRS 102 Section 28. The FRS 102 actuarial report has been prepared by the scheme actuary, Barnett Waddingham LLP.

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2025**

13. DEFINED BENEFIT PENSION SCHEME LIABILITY (continued)

The LGPS is a funded defined-benefit scheme, with the assets held in separate trustee-administered funds. The total contribution made for the year ended 31 March 2025 was £10,000 (2024: £3,000), of which employer's contributions totalled £Nil (2024: £Nil) and employee's contributions totalled £10,000 (2024: £3,000). The agreed contribution rates for future years are 0% per cent for employers and 5.5% to 12.5% per cent for employees.

Principal actuarial assumptions

	2025	2024
	%	%
Discount rate	5.7	4.85
Pension increases (CPI)	2.9	3
RPI Inflation	3.3	3.3
Salary increases	3.9	3.9

The current mortality assumptions include sufficient allowance for future improvements in the mortality rates. The assumed life expectations on retirement age 65 are:

	2025	2024
Retiring today		
Males retiring today	20.80	20.80
Females retiring today	23.30	23.30
Retiring in 20 years		
Males retiring today	22.10	22.00
Females retiring today	24.80	24.70

Fair value of scheme assets

The employer's share of the assets in the scheme were:

	2025	2024
	£	£
Equities	737,000	720,000
Gilts	20,000	23,000
Property	108,000	90,000
Cash/temporary investments	26,000	32,000
Alternative Assets	202,000	197,000
Other managed funds	248,000	237,000
	<u>1,341,000</u>	<u>1,299,000</u>

The actual return on scheme assets was £65,000 (2024 - £144,000)

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2025**

13. DEFINED BENEFIT PENSION SCHEME LIABILITY (continued)

Local government pension schemes

The LGPS valuation shows a pension asset amount to £588,000 as at 31 March 2025 (2024: £26,000 asset). FRS 102 section 28.22 states a plan surplus can be recognised only to the extent an entity is able to recover the surplus, either through reduced contributions in the future, or through refunds from the scheme. Based on the guidance, the pension asset has not been recognised and instead the actuarial gain has been restricted to recognise the liability as nil.

Amounts recognised in the statement of financial activities

	2025	2024
	£	£
Current service cost	(12,000)	(12,000)
Interest income	62,000	56,000
Interest cost	(39,000)	(35,000)
Admin expenses	(1,000)	(1,000)
Total amount recognized in the SOFA	<u>10,000</u>	<u>8,000</u>

Changes in the present value of defined benefit obligations were as follows:

	2025	2024
	£	£
At start of period	812,000	744,000
Conversion of trusts	-	-
Current service cost	12,000	12,000
Interest cost	39,000	35,000
Employee contributions	10,000	3,000
Actuarial (gain)/loss	(88,000)	48,000
Benefits paid	(32,000)	(30,000)
At 31 March	<u>753,000</u>	<u>812,000</u>

Changes in the fair value of share of scheme assets:

	2025	2024
	£	£
At start of period	812,000	744,000
Conversion of trusts	-	-
Interest income	62,000	56,000
Actuarial gain/(loss)	(98,000)	40,000
Admin expenses	(1,000)	(1,000)
Employer contributions	-	-
Employee contributions	10,000	3,000
Benefits paid	(32,000)	(30,000)
At 31 March	<u>753,000</u>	<u>812,000</u>

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
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14. COMMITMENTS UNDER OPERATING LEASES

At 31 March 2025 the company's total future minimum lease payments under non-cancellable operating leases, were as follows:

	Land and buildings 2025 £	Land and buildings 2024 £
Not later than 1 year	-	-
Later than 1 year not later than 5 years	-	-
	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>

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15. UNRESTRICTED FUNDS

Current year	Movement in resources:				Balance at 31/03/2025
	Balance at 01/04/2024	Income	Expenditure	Gains, losses & transfers	
	£	£	£	£	£
General unrestricted funds	133,734	396,574	(345,254)	(10,000)	175,054
Designated funds					
a) Employment reserve	50,000	-	-	-	50,000
b) Technology reserve	7,000	-	-	-	7,000
c) Project Development Fund	20,442	-	-	-	20,442
d) Craft Group	5,288	189	(633)	-	4,844
e) Chelmsford 4 Good	17,628	-	(217)	1,000	18,411
f) Charity Shop	81,110	20,265	(3,529)	(21,831)	76,015
h) Tennyson Garden	825	-	(761)	-	64
i) Shed development Fund	36,029	-	(7,978)	-	28,051
j) Chelmsford Shed	3,822	4,848	(1,972)	-	6,698
	<u>355,878</u>	<u>421,876</u>	<u>(360,344)</u>	<u>(30,831)</u>	<u>386,579</u>

Prior year	Movement in resources:				Balance at 31/03/2024
	Balance at 01/04/2023	Income	Expenditure	Gains, losses & transfers	
	(As restated) £	(As restated) £	(As restated) £	(As restated) £	(As restated) £
General unrestricted funds	52,890	399,126	(327,840)	9,558	133,734
Designated funds					
a) Employment reserve	35,000	-	-	15,000	50,000
b) Technology reserve	7,000	-	-	-	7,000
c) Project Development Fund	25,000	-	-	(4,558)	20,442
d) Craft Group	5,881	211	(804)	-	5,288
e) Chelmsford 4 Good	16,746	1,000	(118)	-	17,628
f) Charity Shop	76,882	17,242	(6,285)	(6,729)	81,110
g) Essex Family Support	13,669	9,814	(23,483)	-	-
h) Tennyson Garden	439	769	(383)	-	825
i) Shed development Fund	-	40,000	(4,696)	725	36,029
j) Chelmsford Shed	-	2,475	(1,466)	2,813	3,822
	<u>233,507</u>	<u>470,637</u>	<u>(365,075)</u>	<u>16,809</u>	<u>355,878</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.

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15. UNRESTRICTED FUNDS (Continued)

- d) Income to the craft group fund arises from sale of crafts to cover materials, venue and refreshment costs.
- 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) Established to offer supported volunteering placements and to help raise funds for the charity and other local charitable causes.
- g) The charity was grant funded by C360 until 31 March 2024 to deliver the Essex Family support service in Chelmsford, as part of an Essex-wide service.
- h) A small project to create a Live Well Social Prescribing Garden working collaboratively with Chelmsford West PCN, Active Chelmsford and RHS Hyde Hall.
- i) A shed development fund which holds funds raised directly by Chelmsford CVS to cover the costs of shed development across the district.
- j) Chelmsford Men's Shed fund which holds the income and expenditure for subs, sales and donations for the Chelmsford Men's Shed voluntary group.

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
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16. RESTRICTED FUNDS

Current year		Movement in resources:			
	Balance at				Balance at
	01/04/2024	Income	Expenditure	Transfers	31/03/2025
	£	£	£	£	£
a) Shed development Fund	-	-	-	-	-
b) Chelmsford Shed	-	-	-	-	-
c) Living safe and well	44,379	-	(9,420)	-	34,959
d) SWOT	28,331	10,000	(8,124)	-	30,207
e) Volunteer centre	-	24,159	(44,990)	20,831	-
f) Other restricted funds	-	10,000	(10,000)	-	-
	<u>72,710</u>	<u>44,159</u>	<u>(72,534)</u>	<u>20,831</u>	<u>65,166</u>

Prior year		Movement in resources:			
	Balance at				Balance at
	01/04/2023	Income	Expenditure	Transfers	31/03/2024
	£	£	£	£	£
a) Shed development Fund	725	-	-	(725)	-
b) Chelmsford Shed	2,813	-	-	(2,813)	-
c) Living safe and well	73,277	-	(8,898)	(20,000)	44,379
d) SWOT	31,229	10,000	(12,898)	-	28,331
e) Volunteer centre	15,405	34,886	(57,020)	6,729	-
f) Other restricted funds	-	2,176	(2,176)	-	-
	<u>123,449</u>	<u>47,062</u>	<u>(80,992)</u>	<u>(16,809)</u>	<u>72,710</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. These have been transferred to designated to better reflect the nature of the funding.
- c) Funding to host and operate the Social Prescribing Programme.
- d) Grant received to deliver 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.
- f) Other restricted funds received for various charitable projects.

**CHELMSFORD COUNCIL FOR VOLUNTARY SERVICE
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17. ANALYSIS OF NET ASSETS (between restricted and unrestricted funds)

Current year	Tangible fixed assets £	Other net assets £	Total £
General unrestricted	-	175,054	175,054
Designated	-	211,525	211,525
Total Unrestricted	-	386,579	386,579
Restricted	-	65,166	65,166
	-	451,745	451,745
Prior year (As restated)	Tangible fixed assets £	Other net assets £	Total £
General unrestricted	-	133,734	133,734
Designated	-	222,144	222,144
Total Unrestricted	-	355,878	355,878
Restricted	-	72,710	72,710
	-	428,588	428,588

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.

20. RESTATEMENT OF PRIOR PERIOD BALANCES

Restatement of prior period balances have taken place, the adjustments were made to cap the pension asset at £Nil. As a result, in the comparative figures, the losses recognised on the defined benefit pension plan have decreased by £405,000, staff costs have increased by £13,000 and investment income has increased by £21,000. This has then meant that the funds at 31 March 2024 have decreased by £26,000 and funds brought forward from 31 March 2023 have decreased by £439,000.