

VOLUNTARY ACTION ARUN AND CHICHESTER

England & Wales · Charity number 1113641

Details

Other names	VOLUNTARY ACTION ARUN AND CHICHESTER, VOLUNTARY ACTION ARUN AND CHICHESTER VAAC, VOLUNTARY AND COMMUNITY ACTION CHICHESTER DISTRICT
Status	Registered
Legal form	Charitable company
Company number	05667986
Registered	2006-04-06
Register	View on the Charity Commission register

Contact

Address	Town Hall Clarence Road Bognor Regis PO21 1LD
Phone	01243840305
Email	admin@vaac.org.uk
Website	www.vaac.org.uk

Activities

Objects: THE OBJECTS OF THE CHARITY (THE "OBJECTS") ARE:4.1.1 TO PROMOTE ANY CHARITABLE PURPOSES FOR THE BENEFIT OF THE PUBLIC, PRINCIPALLY BUT NOT EXCLUSIVELY IN THE LOCAL GOVERNMENT AREAS OF CHICHESTER AND ARUN AND THEIR ENVIRONS (HEREINAFTER CALLED THE "AREA OF BENEFIT") AND, IN PARTICULAR, BUILD THE CAPACITY OF THIRD SECTOR ORGANISATIONS AND PROVIDE THEM WITH THE NECESSARY SUPPORT, INFORMATION AND SERVICES TO ENABLE THEM TO PURSUE OR CONTRIBUTE TO ANY CHARITABLE PURPOSE, PROVIDED THAT IN CARRYING OUT THIS OBJECT, THE CHARITY SHALL PAY DUE REGARD TO THE NEEDS OF MINORITY OR UNDERPRIVILEGED GROUPS INCLUDING ETHNIC MINORITIES, AND THE PROMOTION OF COMMUNITY COHESION.4.1.2 TO PROMOTE, ORGANISE AND FACILITATE CO-OPERATION AND PARTNERSHIP WORKING BETWEEN THIRD SECTOR, STATUTORY AND OTHER RELEVANT BODIES IN THE ACHIEVEMENT OF THE ABOVE PURPOSES WITHIN THE AREA OF BENEFIT.4.2 FOR THE PURPOSES OF THIS ARTICLE 4:4.2.1 "THIRD SECTOR" MEANS CHARITIES, VOLUNTARY ORGANISATIONS AND SOCIAL ENTERPRISES.4.2.2 "CHARITIES" ARE ORGANISATIONS WHICH ARE ESTABLISHED FOR EXCLUSIVELY CHARITABLE PURPOSES IN ACCORDANCE WITH THE LAW OF ENGLAND AND WALES.4.2.3 "VOLUNTARY ORGANISATIONS AND SOCIAL ENTERPRISES" ARE INDEPENDENT ORGANISATIONS, WHICH ARE ESTABLISHED FOR PURPOSES THAT ADD VALUE TO THE COMMUNITY AS A WHOLE, OR A SIGNIFICANT SECTION OF THE COMMUNITY, AND WHICH ARE NOT PERMITTED BY THEIR CONSTITUTION TO MAKE A PROFIT FOR PRIVATE DISTRIBUTION. VOLUNTARY ORGANISATIONS AND SOCIAL ENTERPRISES DO NOT INCLUDE LOCAL GOVERNMENT OR OTHER STATUTORY AUTHORITIES.

Activities: VAAC aims to combat social exclusion, disadvantage and inequalities in accessing services throughout the Chichester District and it's neighbourhood by providing active support that promotes, develops and strengthens voluntary and community action.

Classification

- **How:** Provides Human Resources, Acts As An Umbrella Or Resource Body
- **What:** General Charitable Purposes, Education/training, Economic/community Development/employment
- **Who:** Elderly/old People, Other Charities Or Voluntary Bodies

Geography

- **Area of benefit:** CHICHESTER AND ARUN AND THEIR ENVIRONS
- West Sussex

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£329,371	£316,070	-	-
2024-03-31	£321,776	£426,858	-	-
2023-03-31	£727,266	£655,048	£327,489	9
2022-03-31	£440,904	£475,628	-	-
2021-03-31	£451,848	£434,754	-	-

Trustees

Name	Role	Appointed
Dr SARAH MORGAN	Chair	2021-05-05
Caroline Robinson		2025-02-28
Caroline Sanderson		2023-09-27
Christopher Smethurst		2026-04-28
Dr Jeffrey Parker		2026-04-28
Elizabeth Ball		2023-01-23
Hilary Bartle		2022-07-13
Lucy Elsey		2026-04-28
Tracey Stakes		2022-02-02

VOLUNTARY ACTION ARUN AND CHICHESTER

England & Wales - Charity number 1113641

Accounts

Registered number: 05667986
Charity number: 1113641

Voluntary Action Arun & Chichester
(A company limited by guarantee)

Trustees' report and financial statements
For the year ended 31 March 2025

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)**Contents**

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VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)
**Reference and administrative details
For the year ended 31 March 2025**

Trustees and Directors	Elizabeth Ball Hilary Bartle Joanne Kondabeka (resigned 09.10.24) Miranda Litchfield (resigned 29.11.24) Sarah Morgan Caroline Robinson (from 28.02.25) Caroline Sanderson Tracey Stakes
Company registered number	05667986
Charity registered number	1113641
Office & Registered office address	Town Hall Clarence Road Bognor Regis West Sussex PO21 1LD
Bankers	Barclays Bank plc 74/75 East Street Chichester West Sussex PO19 1UZ
Independent Examiners	Watling and Hirst Limited Cawley Place 15 Cawley Road Chichester West Sussex PO19 1UZ

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)**Trustees' report****For the year ended 31 March 2025**

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2025. This trustees' report is also a directors' report as required by company law.

Objectives and activities**Objectives**

The purposes of the charity are to provide a focus for voluntary organisations, to facilitate and ease communication between the voluntary and statutory sectors and to encourage action in partnership, striving towards a just society with equal opportunities for all.

Voluntary Action Arun & Chichester's charitable objects are:

- To promote any charitable purposes for the benefit of the public, principally but not exclusively in the local government areas of Chichester and Arun and their environs (hereinafter called the "area of benefit") and, in particular, build the capacity of third sector organisations and provide them with the necessary support, information and services to enable them to pursue or contribute to any charitable purpose, provided that in carrying out this object, the charity shall pay due regard to the needs of minority or underprivileged groups including ethnic minorities, and the promotion of community cohesion.
- To promote, organise and facilitate co-operation and partnership working between third sector, statutory and other relevant bodies in the achievement of the above purposes within the area of benefit.

Public benefit

The current activities of the charity are detailed below. The trustees confirm that they have referred to the guidance contained in the Charity Commission's guidance on public benefit when reviewing the company's aims and objectives and in planning future activities.

Activities for achieving objectives

In 2024/25 our activities focussed on the following areas:

- Community Investment and Membership
- Volunteering advice, support and development
- Training and Networking
- Research, community engagement and equity
- Partnerships, Collaborations, and Representation

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

Achievements and performance

Review of activities and achievements

VAAC activities are focused on the following areas:

Community Investment and Membership

We pride ourselves in being a responsive local support service that is highly visible, well-respected and integral to the local VCSE sector. This entails direct and indirect support to our members on a range of issues including, governance, fundraising, development & growth. Specifically on funding and fundraising, we provide guidance and advice so that organisations are successful in attracting funding to support their services from a range of different sources and are able to adapt to new opportunities and challenges. In the last year we have:

- Secured funding on the basis of work with our members totalling **£622,000**
- Supported **85** VCSE organisations with 1-2-1 support
- Devised **12** case studies/videos to demonstrate the value and contribution of the sector
- Undertaken intensive work with **3** VAAC members regarding, strategy, sustainability and fundraising
- Increased our membership by a further 39 organisations with a total VAAC membership of **621** at the end of March 2025
- Devised and circulated **10** themed Funding Focus bulletins
- Issued **60** e-bulletins covering a range of topics and issues

Volunteering advice, support and development

Our work in relation to volunteers is focused on promotion of volunteering, recruitment of volunteers and embedding best practice. This year we have:

- Placed **140** volunteers with our members
- Provided an advisory service to Volunteer Co-ordinators
- Delivered a VAAC Volunteer Fair with **35** organisations and attended a Rotary Volunteer Fair, with a total attendance of **240** participants over the **2** events
- Partnered with Chichester University on work placements opportunities and hosted **4** students ourselves

Training and Networking

This year we have invested staffing resources in training and development for the VCSE sector. Our achievements include:

- Delivery of **52** training/events opportunities
- Devised and circulated **3** West Sussex VCSE Training Digests with average click rate of **397** amongst VAAC members
- Organised thematic and geographical networking events

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

Research, community engagement and equity

Our work is rooted in research, community engagement and co-design. We ensure equity, diversity and inclusion is at the heart of all the projects we are involved in. In 2024/25 we have achieved:

- A range of commissioned projects, including: Research Engagement Network with Sussex University, climate adaptation with Meadow Blue Community Energy, and the initial work on framing Rethinking Our Health with Here (the social enterprise arm of The Kings Fund)
- Continued to deliver and evidence the impact of our Community Connectors peer to peer health programme
- Advocated for and supported accessibility in Chichester and access to the beach in East Preston and Bognor
- Continued to build our Ukrainian community development work via Ukrainian Hearts Together (Bognor Regis), Starshine (Chichester) and educational initiatives including the presentation of a paper to Chichester University Young People Trauma conference

Partnerships, Collaborations, and Representation

We work across the community, voluntary, enterprise, public and corporate sectors. All our activities are collaborative, and we represent the sector on a range of partnerships and networks. We also facilitate and encourage voluntary sector partnerships to avoid duplication and share knowledge. Our key achievements include:

- Nationally we partner and signpost to a number of key organisations including NAVCA, NCVO and Charity Excellence
- Progression of West Sussex Links (a partnership of VCSE support organisations across West Sussex) and lead for Continuing Professional Development
- Input into Arun District Council, Chichester District Council, West Sussex County Council priority themes of:

Health and Wellbeing	Financial and food security
Digital Inclusion and online safety	Young People
Community safety and community cohesion	Equity, inclusion and diversity
Devolution and Local Government reorganisation	Skills, employment and economic development
Net zero and climate change and community resilience	Across systems early intervention/prevention

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

- Lead VCSE organisation on Integrated Community Teams (NHS, Local Government and the Voluntary Sector neighbourhood level partnerships) in Arun and Chichester ensuring that the sector voice influences priorities and direction

Further information can be found in the impact report on the website.

Future planning

In 2025/26 the charity plans to continue the activities outlined above subject to satisfactory funding arrangements.

Our ambitions for the next year will focus on building on our solid foundations and reflect our 2025 to 2030 strategic plan, namely:

For the VCSE sector:

- Enhance and develop our service offer, articulating effectively, our approach and impact
- Strengthen and develop more partnerships and joint initiatives across the VCSE sector in West Sussex
- Have a vibrant and active VAAC membership that collaborates and supports one another
- Progress further our work in relation to Net Zero and climate adaptation
- Evidence the social value of the VCSE sector
- Build on our CPD offer for the VCSE sector across West Sussex
- Continue to campaign for equity, inclusion and diversity in all sectors

Operationally we aim to:

- Further strengthen and diversify the Board of Trustees ensuring broad representation and expertise
- Upgrade our website and systems
- Embrace AI and the positive difference it will make, but provide the 'human' empathy and explanation

Support

Voluntary Action Arun & Chichester is very grateful for the support provided by our Board of Trustees, the hard work, knowledge and commitment from our staff team, volunteers and the invaluable contributions our freelancers, pro bono consultants and work placements give.

We would like to thank our donors and our funders Arun District Council, University of Sussex (Brighton & Sussex Medical School), Chichester City Council, Chichester District Council, Diversity Resource International, Hyde Charitable Trust, NHS Sussex, Meadow Blue Community Energy and West Sussex County Council for their support.

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

Financial Review

Review of the charity's financial position

The principal funding sources for the charity are grants from West Sussex Country Council, Arun District Council and Chichester District Council. The funds form part of the income for the unrestricted funds and during the year they covered 87% of the unrestricted expenditure (in the prior year this was 66%).

Total income for the year was £329,371 (2024: £321,776) of which unrestricted income was £260,520 (2024: £254,632) and restricted income was £68,851 (2024: £67,144).

Total expenditure for the year was £316,070 (2024: £426,858) of which unrestricted expenditure was £244,047 (2024: £308,899) and restricted expenditure was £72,023 (2024: £117,959). Included within unrestricted expenditure in the prior year were one-off costs incurred as a result of the restructuring of £16,459.

This resulted in a surplus for the year of £13,806 (2024: deficit of £104,770) of which there was a surplus in unrestricted funds of £16,978 (2024: a deficit of £53,955) and a deficit in restricted funds of £3,172 (2024: a deficit of £50,815).

The deficit in the restricted funds of £3,712 arises from timing differences where income received into restricted funds in previous years has been spent in the current year. Over the full life of restricted funds, the total income received will be spent and therefore the overall balance on each individual fund will eventually be £nil.

Reserves policy

As at 31 March 2025, the charity held total funds of £236,525 (2024: of £222,719) of which £90,204 were restricted (2024: £93,376) and £146,321 were unrestricted (2024: £129,343).

The trustees aim to maintain sufficient reserves to meet six months' operating expenses and potential redundancy costs, totalling £142,565. This approach ensures that sufficient reserves are held to cover key risks as identified in the charity's risk register.

The trustees have decided to designate part of the general unrestricted funds to be used within 2025/26 as follows: £4,600 for planned staff cover, £1,000 for furniture & equipment and £2,000 for IT Projects. Following this designation the remaining general unrestricted reserves are £138,721.

The unrestricted general reserves as at 31 March 2025 are £3,844 less than the target reserves amount and the trustees will seek to increase reserves if funding and other income received allows.

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

Risk management

Our risk register follows the risk management model recommended by the Charity Commission in its publication Charities and Risk Management (CC26 - 2010). During 2024-25 we continued to review key risks.

Our principal risk relates to our dependence on Local Government funding and the stability of future income. Although all our core funding grants were renewed in April 2025, the Trustees acknowledge there is future uncertainty due to forthcoming Local Government Reorganisation and Devolution agendas.

The Finance Audit & Risk subgroup updates the risk register and is responsible for ensuring that trustees are aware of risks, and that any agreed actions to mitigate risks are undertaken. These Trustees and officers are also responsible for business continuity. The staff team are aware of their areas of responsibility and contribute to the assessment and mitigation of any risks.

Major risks with mitigating actions are discussed at each full Board meeting. The trustees are pleased to report that the charity's internal financial control conform to guidelines issued by the Charity Commission.

Structure & governance

Constitution

The charity is governed by its Memorandum and Articles of Association as issued on incorporation on 6th January 2006 as amended by certificate of incorporation on change of name dated 01 June 2009 as amended by special resolution(s) dated 17 October 2011 as amended by certificate of incorporation on change of name dated 13 April 2012 as amended by certificate of incorporation on change of name dated 20 July 2016 as amended by special resolution registered at Companies House on 26 November 2024.

Governance and Methods of appointment or election of Trustees

Voluntary Action in Arun and Chichester (VAAC) is governed by its board of trustees who set the strategy and key policies of the charity. The Trustee Board meets at least 4 times a year.

None of the trustees has any beneficial interest in the charity. All the trustees are members of the charity and guarantee to contribute an amount not exceeding £1 in the event of a winding up.

The Trustee board consists of between 5 and 15 trustees who are appointed at a general meeting of the charity and the Trustees may appoint up to 5 trustees between each AGM. A balance between trustees who work for member organisations and those that do not is sought.

New trustees are recruited using an external advertising and interview process, including publicising vacancies to our member charities. New trustees follow an induction programme.

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

Trustees' responsibilities

The trustees (who are also the directors of the charitable company) are responsible for preparing the Directors' and Trustees' report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

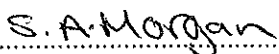
Company law requires the trustees to prepare financial statements for each financial period which give a true and fair view of the state of the charitable company's affairs and of the incoming resources and application of resources including the income and expenditure of the charitable company for the year. In preparing these financial statements the trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operations

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

The financial statements have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

The report of the trustees was approved by the board on 27th August 2025 and signed on its behalf by:


.....

Sarah Morgan - Chair

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE VOLUNTARY ACTION ARUN & CHICHESTER ("the Company")

I report to the trustees on my examination of the financial statements of Voluntary Action Arun & Chichester (the Company) for the year ended 31 March 2025.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

.....

Mr Tony Rose FCCA - Director
Watling & Hirst Limited
Chartered Certified Accountants
Cawley Place
15 Cawley Road
Chichester, West Sussex, PO19 1UZ

Date: 11.12.25.....

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)
**STATEMENT OF FINANCIAL ACTIVITIES
(including Income & Expenditure Account)
FOR THE YEAR ENDED 31ST MARCH 2025**

		Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
	Note				
Income and endowments from:					
Charitable activities	2	216,378	68,851	285,229	272,302
Investments	3	4,478	-	4,478	4,568
Other	4	39,664	-	39,664	44,906
Total		260,520	68,851	329,371	321,776
Expenditure on:					
Charitable activities	5	237,336	72,023	309,359	424,300
Other	5	6,711	-	6,711	2,558
Total		244,047	72,023	316,070	426,858
Net gains on investment assets		505	-	505	312
Net income/(expenditure)		16,978	(3,172)	13,806	(104,770)
Transfers between funds		-	-	-	-
Net movement in funds		16,978	(3,172)	13,806	(104,770)
Reconciliation of funds:					
Total funds brought forward		129,343	93,376	222,719	327,489
Net movement in funds		16,978	(3,172)	13,806	(104,770)
Total funds carried forward		146,321	90,204	236,525	222,719

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities. The Notes at pages 14 to 24 form part of these accounts.

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

BALANCE SHEET
AS AT 31ST MARCH 2025

	Note	2025 £	2024 £
Fixed assets			
Tangible Assets	7	3,231	-
Investments	8	<u>5,780</u>	<u>5,275</u>
Total Fixed assets		<u>9,011</u>	<u>5,275</u>
Current assets			
Debtors	9	12,365	9,620
Cash at bank and in hand		<u>246,651</u>	<u>235,904</u>
Total Current Assets		<u>259,016</u>	<u>245,524</u>
Creditors : amounts falling due within one year	10	(31,502)	(28,080)
Net current assets		<u>227,514</u>	<u>217,444</u>
Total assets less current liabilities		<u>236,525</u>	<u>222,719</u>
Net assets		<u><u>236,525</u></u>	<u><u>222,719</u></u>
Funds of the charity			
Restricted Funds	11	90,204	93,376
Unrestricted Funds	11	146,321	129,343
Total charity funds	11, 12	<u><u>236,525</u></u>	<u><u>222,719</u></u>

The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.

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

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

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

The financial statements were approved by the trustees and authorised for issue on 27th August 2025 and signed on their behalf by:

Sarah Morgan -Chair

Tracey Stakes - Treasurer

S.A Morgan

Tracey Stakes

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2025

1 Accounting policies

Accounting convention (rather than Basis of Accounting)

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

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

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

There are no material uncertainties about Voluntary Action Arun & Chichester's ability to continue as a going concern.

Incoming resources

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably. Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of a specified service is deferred until the criteria for income recognition are met.

Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)**Agency arrangements**

Voluntary Action Arun & Chichester acts as an agent in distributing certain funding. Any receipts and disbursements of such funding are excluded from the Statement of Financial Activities. The funds received, paid and any balances held at year end are disclosed in Note 15.

Resources expended

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

Expenditure is accounted for on an accruals basis and allocated to appropriate headings in the financial statements. Items recharged by unrestricted funds are included as project costs in restricted funds.

Governance costs include all expenditure incurred in running the charity as an organisation.

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Apportionment of expenses

Expenditure has been apportioned between charitable expenditure and governance costs, on the basis of direct apportionment.

Taxation

Voluntary Action Arun & Chichester is a registered charity and is therefore not subject to corporation tax charge.

Operating leases

Rentals payable under operating leases are charged to the statement of financial activities on a straight line basis over the period of the lease.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds represent funds received for specific projects. The costs of raising and administering together with direct costs are charged against specific funds as set out in note 11 to the financial statements.

Retirement benefits

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

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)**Tangible Fixed Assets**

Fixed assets are capitalised and depreciated over the estimated useful lives of the assets as follows:

Fixtures and Fittings: 4 years straight line

Computer equipment: 4 years straight line

Cash

Cash and cash equivalents Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours. Cash equivalents are highly liquid investments that mature in no more than three months from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value.

Debtors

Debtors are recognised when the Charity is legally entitled to the income after any performance conditions has been met, the amount can be measured reliably and it is probable that the income will be received.

Creditors

Creditors are recognised when the charity has a present legal or constructive obligation resulting from a past event to make payment to a third party, it is probable that settlement will be required and the amount due to settle the obligation can be measured or estimated reliably.

Redundancy payments

Redundancy payments are recognised in the year if there is a detailed formal plan for the termination and there is no realistic possibility of withdrawal from the plan. Any redundancy provision at the balance sheet date is recognised where there is a legal or constructive obligation.

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

NOTES TO THE ACCOUNTS	Unrestricted Funds	Restricted Funds	Total 2025	Total 2024
Income and endowments from:	£	£	£	£
2. Charitable Activities				
Grants to assist core functions of VAAC	216,378	1,000	217,378	205,158
West Sussex VCSI Alliance - Central Costs	-	5,000	5,000	5,000
Ukrainian Refugee Support	-	7,000	7,000	37,400
Ukrainian Volunteer Coordination	-	-	-	5,000
Chichester Disability Consultation	-	32,829	32,829	5,000
NHS Public Health	-	-	-	2,750
Sussex Resilience Forum	-	-	-	3,100
Research Engagement Network (REN)	-	8,022	8,022	3,250
Community Resilience Forum	-	-	-	5,644
Meadow Blue Community Energy	-	15,000	15,000	-
	216,378	68,851	285,229	272,302
2. Grant Funding				
Arun District Council	61,983	7,000	68,983	58,170
Chichester City Council	5,000	-	5,000	-
Chichester District Council	58,600	32,829	91,429	98,600
Diversity Resource International	-	288	288	-
Hyde Charitable Trust	-	1,000	1,000	-
NAVCA	-	-	-	5,000
NHS England	-	-	-	2,000
NHS Sussex	-	7,500	7,500	5,850
Meadow Blue Community Energy	-	15,000	15,000	-
Sussex Resilience Forum	-	-	-	5,644
The Trust for Developing Communities	-	-	-	1,250
University of Sussex (Brighton & Sussex Medical School)	-	234	234	-
West Sussex County Council	90,795	5,000	95,795	95,788
	216,378	68,851	285,229	272,302
3. Investments				
Bank Interest	4,150	-	4,150	4,060
Investment Dividends	328	-	328	508
	4,478	-	4,478	4,568
4. Other				
Project Management	17,383	-	17,383	38,221
Consultancy	21,660	-	21,660	6,500
Events & training & job advert income	200	-	200	185
Donations	421	-	421	-
	39,664	-	39,664	44,906

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

5. Expenditure on:	Staff & Consultancy	Premises	Communications & Promotion & IT	Governance	Other Support	Total	Total
	2025	2025	2025	2025	2025	2025	2024
	£	£	£	£	£	£	£
Unrestricted funds:							
Grants to assist core functions of VAAC	211,039	5,575	15,300	6,711	5,422	244,047	308,899
Restricted funds:							
West Sussex VCSi Alliance - Central Costs	2,519	-	-	-	1,200	3,719	12,015
Arun Wide Projects	-	-	1,480	-	-	1,480	6,222
Ukrainian Refugee Support - CDC	16,190	-	3,300	-	-	19,490	21,471
Ukrainian Refugee Support - ADC	2,042	792	-	-	737	3,571	-
Winter Access Fund	-	-	-	-	1,080	1,080	1,674
Ukrainian Volunteer Coordination	-	-	-	-	-	-	15,000
Community Connectors	10,606	-	1,391	-	3,365	15,362	42,866
Family Activity Sessions	-	-	-	-	1,000	1,000	1,280
NHSVR 100 Day Challenge	-	-	-	-	-	-	6,275
Fitness Equity	-	-	-	-	-	-	672
Chichester Disability Consultation	-	-	700	-	1,681	2,381	3,598
NHS Public Health	-	-	-	-	524	524	2,226
Sussex Resilience Forum	-	-	-	-	-	-	3,100
Research Engagement Network (REN)	1,792	-	-	-	2,920	4,712	1,560
Community Resilience Forum	-	-	-	-	5,644	5,644	-
Meadow Blue Community Energy	7,916	-	83	-	4,286	12,285	-
Hyde Surprise Fund	775	-	-	-	-	775	-
	252,879	6,367	22,254	6,711	27,859	316,070	426,858

6. Staff Costs	2025	2024
Wages and salaries	210,935	194,474
Social security costs	13,883	12,292
Employer contributions to defined contribution pension plans	10,587	11,585
	235,405	218,351

The average head count of employees 8 9

The average head count of employees on a Full Time Equivalent Basis 5.3 6.3

No employee received employment benefits of more than £60,000 in either the current or previous year.

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

7. Tangible Fixed Assets

	Fixtures and fittings £	Computer equipment £	Total £
Cost			
At 1 April 2024	-	7,394	7,394
Additions	-	3,790	3,790
Disposals	-	-	-
At 31 March 2025	-	11,184	11,184
Depreciation			
At 1 April 2024	-	7,394	7,394
Charge for the Year	-	559	559
Eliminated on Disposal	-	-	-
At 31 March 2025	-	7,953	7,953
Net Book Value			
At 1 April 2024	-	-	-
At 31 March 2025	-	3,231	3,231

8. Investment Fixed Assets

	2025 £	2024 £
Carrying (market) value at the start of year	5,275	71,402
Additions at cost	-	5,000
Disposal proceeds	-	(71,439)
Net gain/(loss) on change in market value	505	312
Carrying (market) value at the end of year	5,780	5,275

As at 31 March 2025 £5,542 was invested in Multi fund assets (2024: £5,265).

9. Debtors

	2025 £	2024 £
Trade Debtors	1,925	5,644
Prepayments and accrued income	4,738	3,176
Other Debtors	5,702	800
	12,365	9,620

10. Creditors

	2025 £	2024 £
Trade Creditors	1,072	2,402
Accruals and deferred income	13,855	15,773
Taxation and social security	4,142	5,871
Other Creditors	2,433	4,034
Other Creditors -Agency Arrangements	10,000	-
	31,502	28,080

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

11. Movement in Funds

	1 April 2024 £	Incoming Resources £	Resources Expended £	Transfers £	31 March 2025 £
Unrestricted Funds:					
Designated funds					
Planned staff cover	-	-	-	4,600	4,600
Furniture & equipment	-	-	-	1,000	1,000
IT Projects	-	-	-	2,000	2,000
General Funds	129,343	261,025	(244,047)	(7,600)	138,721
Total Unrestricted	<u>129,343</u>	<u>261,025</u>	<u>(244,047)</u>	<u>-</u>	<u>146,321</u>
Restricted Funds:					
West Sussex VCSi Alliance - Central Costs	6,732	5,000	(3,719)	-	8,013
Arun Wide Projects	5,161	-	(1,480)	-	3,681
Ukrainian Refugee Support - CDC	34,942	-	(19,490)	-	15,452
Ukrainian Refugee Support - ADC	-	7,000	(3,571)	-	3,429
Winter Access Fund	1,080	-	(1,080)	-	-
Community Connectors	27,134	5,000	(15,362)	8,067	24,839
Family Activity Sessions	4,945	-	(1,000)	(3,945)	-
NHSVR 100 Day Challenge	3,725	-	-	(3,725)	-
Fitness Equity	397	-	-	(397)	-
Chichester Disability Consultation	1,402	32,829	(2,381)	-	31,850
NHS Public Health	524	-	(524)	-	-
Research Engagement Network (REN)	1,690	3,022	(4,712)	-	-
Community Resilience Forum	5,644	-	(5,644)	-	-
Meadow Blue Community Energy	-	15,000	(12,285)	-	2,715
Hyde Surprise Fund	-	1,000	(775)	-	225
Total Restricted Funds	<u>93,376</u>	<u>68,851</u>	<u>(72,023)</u>	<u>-</u>	<u>90,204</u>
Total Funds	<u>222,719</u>	<u>329,876</u>	<u>(316,070)</u>	<u>-</u>	<u>236,525</u>

Purpose of designated funds

The trustees have decided to designate part of the general unrestricted funds to be used within 2025/26 as follows: £4,600 for planned staff cover, £1,000 for furniture & equipment and £2,000 for IT Projects.

Purpose of restricted funds

West Sussex Voluntary and Community Sector Infrastructure Alliance – Central Costs

Designated as central costs from funding from West Sussex County Council for the alliance of the 4 place-based infrastructure organisations who deliver support services to the voluntary and community sector across West Sussex.

Arun Wide Projects

This fund was created by the residue following the decision to discontinue the running of the Bersted Green Learning Centre. These funds will be spent on Arun only projects.

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

Ukrainian Refugee Support

Funding from Chichester District Council to support Ukrainians into work, reduce social isolation and promote wellbeing.

Ukrainian Refugee Support

Funding from Arun District Council to support Ukrainians into work, reduce social isolation and promote wellbeing.

Winter Access Fund

NHS commission that was focused on vulnerable residents access to primary care.

Community Connectors

NHS Commission to deliver a programme in Arun, and coordination of the programme across Sussex on behalf of the West Sussex Community and Voluntary Sector Infrastructure Alliance.

Family Activity Sessions

Monies from Active Sussex to support access for ethnic minority communities.

NHSVR 100 Day Challenge

NHS pilot scheme of national Volunteer Responders Scheme.

Fitness Equity

Monies from Active Sussex to target ethnic minority access to physical activities.

Chichester Disability Consultation

Commission from Chichester District Council to research impact of stopping the Shopmobility scheme and general accessibility of Chichester town centre.

NHS Public Health

Funding from Sussex NHS to deliver workshops in Arun and Chichester with ethnic minority communities to explore what can be done to improve health outcomes and reduce health inequalities.

Research Engagement Network (REN)

Research Engagement Network (REN) is a partnership led by the University of Sussex aimed at increasing participation in research, making it more inclusive and accessible to local communities. REN is focussed on engaging underserved communities and ensuring that diverse populations are represented in health and care research.

Community Resilience Forum

Monies to fund preparation for flooding with a focus on marginalised communities.

Meadow Blue Community Energy

Funding from Meadow Blue Community Energy to provide members with support to promote green initiatives and access to solar retrofit advice and to develop a strategic grant program for Meadow Blue Community Energy to grant monies to a selected exemplar project.

Hyde Surprise Fund

Awarded to enable VAAC to celebrate and thank our staff & volunteers with an activity.

Projects completed in 2023/24:

Ukrainian Volunteer Coordination

Monies to fund a Ukrainian Volunteer co-ordination post.

Sussex Resilience Forum

Monies to fund voluntary sectors response to civil emergencies.

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

Comparative information for the previous financial year is as follows:

	1 April 2023 £	Incoming Resources £	Resources Expended £	Transfers £	31 March 2024 £
Unrestricted Funds:					
General Funds	183,298	254,944	(308,899)	-	129,343
Total Unrestricted	183,298	254,944	(308,899)	-	129,343
Restricted Funds:					
West Sussex VCSi Alliance - Central Costs	13,747	5,000	(12,015)	-	6,732
Arun Wide Projects	11,383	-	(6,222)	-	5,161
Ukrainian Refugee Support	19,013	37,400	(21,471)	-	34,942
Winter Access Fund	2,754	-	(1,674)	-	1,080
Ukrainian Volunteer Coordination	10,000	5,000	(15,000)	-	-
Community Connectors	70,000	-	(42,866)	-	27,134
Family Activity Sessions	6,225	-	(1,280)	-	4,945
NHSVR 100Day Challenge	10,000	-	(6,275)	-	3,725
Fitness Equity	1,069	-	(672)	-	397
Chichester Disability Consultation	-	5,000	(3,598)	-	1,402
NHS Public Health	-	2,750	(2,226)	-	524
Sussex Resilience Forum	-	3,100	(3,100)	-	-
Research Engagement Network (REN)	-	3,250	(1,560)	-	1,690
Community Resilience Forum	-	5,644	-	-	5,644
Total Restricted Funds	144,191	67,144	(117,959)	-	93,376
Total Funds	327,489	322,088	(426,858)	-	222,719

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

12. Analysis of Net Assets Between Funds

	Unrestricted Funds 2025 £	Restricted Funds 2025 £	Total Funds 2025 £
Investment Assets	9,011	-	9,011
Current Assets	158,812	100,204	259,016
Current Liabilities	(21,502)	(10,000)	(31,502)
	<u>146,321</u>	<u>90,204</u>	<u>236,525</u>
	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £
Investment Assets	5,275	-	5,275
Current Assets	152,148	93,376	245,524
Current Liabilities	(28,080)	-	(28,080)
	<u>129,343</u>	<u>93,376</u>	<u>222,719</u>

13. Independent Examination

	2025 £	2024 £
Independent Examiner Fee	1,920	1,800
Underprovision in prior year	3	40
	<u>1,923</u>	<u>1,840</u>

14 Commitments under operating leases

The total future minimum lease payments due under non-cancellable operating

	2025 Land & Buildings £	2024 Land & Buildings £
Within one year	-	-

During the year ended 31 March 2025 payments under operating leases totalled £nil (2024: £nil).

15. Agency Arrangements

During the year Voluntary Action Arun & Chichester received and paid out funds under the following agency arrangements:

£160,275 in funds from West Sussex County Council which was passed over to the other VSC Alliance partners (Brighton & Hove Community Works, Crawley Community Action, Mid Sussex Voluntary Action and Horsham District Council).

£25,000 in funds from West Sussex County Council in relation to CCG Contribution funding which was passed over to Brighton & Hove Community Works.

During the year Voluntary Action Arun & Chichester received £10,000 in funds from Meadow Blue Community Energy Ltd which will be paid out in the next financial year to a recipient chosen by Meadow Blue Community Energy Ltd. Therefore there is an amount of £10,000 in other creditors in relation to agency arrangements (2024: £nil).

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

In the prior year Voluntary Action Arun & Chichester received and paid out funds under the following agency arrangements:

£135,538 in funds from West Sussex County Council which was passed over to the other VSCI Alliance partners (Brighton & Hove Community Works, Crawley Community Action, Mid Sussex Voluntary Action and Horsham District Council).

£25,000 in funds from West Sussex County Council in relation to Partnership Officer funding which were passed over to Brighton & Hove Community Works.

16 Trustee Remuneration and Expenses

No trustee received any remuneration during the current or prior year. No trustee expenses were incurred during the current or prior year.

17 Termination benefits and Redundancy Costs

Termination payments are comprised of voluntary redundancy. Payments are recognised in staff costs once they are quantifiable and upon communication of intention to pay.

Total redundancy cost for the year was £Nil (2024: £16,459).

Unpaid redundancy at the balance sheet date was £Nil (2024: £9,540).

18 Company Limited by Guarantee

VOLUNTARY ACTION ARUN & CHICHESTER is a company limited by guarantee, incorporated in the United Kingdom. The registered office address is Town Hall, Clarence Road, Bognor Regis, West Sussex, PO21 1LD.

Every member of the Trust undertakes to contribute to the assets of the company, in the event of the same being wound up while they are a member or within one year after they cease to be a member for payment of the debts and liabilities of the company contracted before they cease to be a member and the costs, charges and expenses of winding up and for the adjustment of the rights of the contributories among themselves such amount as may be required not exceeding £1.

19 Related parties

There have been no related party transactions in the year or in the prior year which require disclosure.

VOLUNTARY ACTION ARUN AND CHICHESTER

England & Wales - Charity number 1113641

Accounts

VOLUNTARY ACTION ARUN & CHICHESTER
TRUSTEES' REPORT
AND
INDEPENDENTLY EXAMINED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2024

Company No. 05667986
Registered Charity No. 1113641

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

TRUSTEES' REPORT FOR THE YEAR ENDED 31 March 2024

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2024. This trustees' report is also a directors' report as required by company law.

Administrative details

VOLUNTARY ACTION ARUN & CHICHESTER is a registered charity (Charity number: 1113641) and a company limited by guarantee (Company number: 05667986).

Office & Registered office address:

Town Hall
 Clarence Road
 Bognor Regis
 West Sussex
 PO21 1LD

Bankers:

Barclays Bank plc
 74/75 East Street
 Chichester
 West Sussex
 PO19 1UZ

Independent Examiners:

Watling and Hirst Limited
 Cawley Place
 15 Cawley Road
 Chichester
 West Sussex
 PO19 1UZ

Trustees:

The trustees of the charity, who are also the directors of the charitable company, who served during the year were:

Elizabeth Ball
 Hilary Bartle
 Sue Holmes (resigned 21.02.24)
 Joanne Kondabeka
 Miranda Litchfield
 Sarah Morgan
 Caroline Sanderson (from 27.09.23)
 Tracey Stakes

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

None of the trustees has any beneficial interest in the charity. All the trustees are members of the charity and guarantee to contribute an amount not exceeding £1 in the event of a winding up.

Structure, Governance and Management

The charity is governed by its Memorandum and Articles of Association as issued on incorporation on 6th January 2006 as amended on 17th October 2011.

Voluntary Action in Arun and Chichester (VAAC) is governed by its board of trustees who set the policy of the charity. The policies are implemented by the trustees. Charity members also take part in the policy making activity of the charity by passing resolutions at the annual general meeting. The Trustee Board consists of elected trustees and appointed trustees. Elected trustees are elected at Annual General Meetings and appointed trustees are appointed at an ordinary meeting of the Trustee Board. The Trustee Board meets at least 4 times a year.

New trustees are recruited using an external advertising and interview process, including publicising vacancies to our member charities. New trustees follow an induction programme which includes familiarisation with their legal obligations under charity law, the contents of the charity's governing regulations, the committee and decision-making process and the recent financial performance of the charity. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

A balance between trustees who work for member organisations and those that do not is sought.

Public benefit

The current activities of the charity are detailed in the Review of the year below. The trustees confirm that they have referred to the guidance contained in the Charity Commission's guidance on public benefit when reviewing the company's aims and objectives and in planning future activities.

Objectives and activities

The purposes of the charity are to provide a focus for voluntary organisations, to facilitate and ease communication between the voluntary and statutory sectors and to encourage action in partnership, striving towards a just society with equal opportunities for all.

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

Review of the year

This year has been focused on transitioning VAAC to a stronger more sustainable position whilst building on our offer to the VCSE (Voluntary, Community, Social Enterprise) sector and continuing to make a significant contribution to collaborative endeavours. A key focus has been on equity, inclusion and diversity. We have invested to save on our IT systems and support and recruited a new Finance Manager post. We embarked on a process of reshaping and restructuring the organisation over the winter months and the revised structure was 'live' by 1st April 2024.

The team members have demonstrated resilience and continued to effectively deliver our service to our members. Our Key Performance Indicators remain impressive, and feedback from both partner organisations and members has been positive.

The Trustees consider the revised structure improves the organisation's ability to meet the challenges facing VAAC and the wider VCSE sector. The Strategic Risk Register shows improving risk mitigation in the key areas of legal and governance, funding and IT.

Annual performance 2023-2024

Key Performance Indicators

Delivery area	Achieved	Annual Target
Number of new commissions	4	4
Funding secured on basis of direct work with members	621K	600K
Training and events and VAAC representation at events	25	25
Case studies/videos	16	12
Strategic partnerships	17	15
Membership	582	480
Total number of referrals	Arun 41 Chichester 49 Both 26 Countrywide 2 Total 118	100
Volunteers registered	Arun 254 Chichester 246 West Sussex 120 Total 620	600

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

Volunteering

The key highlights are:

- 620 registrations - a record annual number for the organisation.
- VAAC Volunteer Fair, Rustington: 30 organisations; 170+ volunteers attended.
- Delivered outreach sessions at Turning Tides and My Sisters House, two local libraries, Creative Heart, and Chichester College.
- 4 Volunteers Coordinator's Network events.
- Direct support to organisations on best practice, volunteer recruitment, retention, and development.
- Volunteers Week events in June 2023, including our first Volunteers Picnic with an attendance of 115.
- Our Volunteer App continued to be developed. The number of times individuals chose "Register your interest" and clicked on "any opportunities" was 3,115 with the number of opportunity views 13,076.

Member feedback received from the Volunteer Fair included:

"It was an excellent event, thank you. We took the details of ten potential volunteers. Other folk expressed interest and took information away. In addition, I made some great connections with other charities. Getting our name out there and being available to chat with local people is also great for us."

Campaign For the Protection of Rural England (Sussex).

Through the year we have collated Volunteer Lives case studies. They provide great examples of how giving time, empathy and using skills, improves mental and physical well-being. <https://aidemail.co.uk/campaigns/vaac/5liyRpzqzNoOW5pkwZJHsbHPm>

We continue to develop our volunteer offer in line with the national [Vision for Volunteering](#).

Community Investment

VAAC's direct 1-2-1 support to our members on both a proactive and reactive basis, is central to develop and sustain the strength of the VCSE specifically in Arun and Chichester Districts. Via our collaboration through West Sussex Links and the Voluntary Sector Health Care Alliance we have ensured effective partnership work on key thematic areas including training and events.

Our total membership at end of March 2024 stood at 582, showing an increase of 20% from March 2023. The number of referrals for support actioned and concluded stand at 118. Key areas of support and guidance related to strategy, finance, governance, fundraising, and policies.

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

Members feedback on referral support remains consistently positive:

***“Advice will Help us to convert from a Ltd. company to a CIO enabling us to apply for grants. The 1-2.1 advice and guided me through application for CIO has been successful. Charity Status granted on November 15th 2023”.
Chair Glebelands Community Centre.***

Throughout the year we have delivered a networking and training programme. There have been 8 networking events with 260 attending.

Networking
Felpham Networking
Coffee Connections – Ferring County Centre
Annual General meeting
Bognor Networking Event
Coffee Connections – Littlehampton
Volunteer Recruitment Fair
Chichester Networking Event
Coffee Connections – The Grange Chichester Community Development Trust

Training courses as detailed below have been delivered. VAAC leads this area of work on behalf of West Sussex Links (previously named the Voluntary Sector Infrastructure Alliance).

Training course
Lucy Stone Fundraising events
Eligibility for DBS checks online
VCN Autism in the Workplace
Wayfinding Workshop – Bognor Football Club – Regeneration
VCN Creating a Valuable Volunteer Experience Arundel
FNM (fundraiser networking meeting) Meet the Funder: National Lottery
Trustee training online
Job Connect
Meet the Funder Chichester District Council
Disabled People's Day

Overall 88 percent of participants on our training and courses rated them as *extremely useful/very useful*.

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

"It will help me focus my funding bids much more and will help me identify ones that are suitable."

Fundraiser My Sister House Charity

VAAC continues to keep members up to date via:

- Funding Focus which has been distributed monthly to 800 contacts
- E-bulletin issued fortnightly
- 12 Volunteer newsletters.

Equity, Inclusion and Diversity

A range of targeted initiatives are focused on health equity and disability rights/access:

Community Connectors:

The Core20PLUS Connectors Programme is an NHS-initiated, funded national approach aimed at addressing health inequalities and improving health outcomes. It builds on community-based initiatives *including* community champions, link workers, peer advocates, and social prescribers.

Core20 targets the most deprived 20% of the national population using the Indices of Multiple Deprivation, focusing on the most deprived areas and wards. PLUS refers to locally determined health inequality priorities, which for Sussex include cardiovascular disease, cancer, respiratory conditions, mental health, and learning disabilities. These highlight the 5 national health improvement priorities: maternity, severe mental illness, respiratory disease, early cancer diagnosis, and hypertension.

VAAC were commissioned to coordinate the Sussex based projects and lead on the delivery in Arun. The Arun project began at a grassroots level with VAAC establishing partnerships with local VCSE organisations to recruit and host the volunteer Connectors. We undertook an initial piece of work sourcing the right partners. Teams of Connectors were recruited and based at Makerspace in Bognor (a creative hub), Littlehampton Armed Forces and Veterans Breakfast Club (LAFVBC), and Crimsham Farm (Bognor Veterans hub). The Annual Impact report for this project is available on the research page of the website, please click on this link to find report [Research on the impact of Covid-19 on the voluntary sector](#) (vaac.org.uk)

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

Disability initiatives

VAAC is committed to promoting equity, inclusion and diversity across its activities and within the wider VCSE sector. Our work with disabled people is at the forefront of this approach, given the discrimination and inaccessibility that they experience and the lack of political voice. VAAC was intent from the initiation of this project that disabled people led this work to ensure the activities and solutions would be co-designed. The scale of the task is ambitious but the potential to improve lives within the district is significant.

Work continues with Arun District Council on beach access initiative in both East Preston and Bognor Regis; the East Preston scheme has successfully secured planning permission and is fundraising for the scheme. In Bognor Regis the community consultation event took place in March 2024 and the capital plans are now being considered by Arun District Council and Coastal Partners.

In June 2023 an Eastern European and Ukrainian Volunteer Co-ordinator was employed. The Ukrainian community development initiatives has been principally Chichester focussed due to the funding received from Chichester District Council. Additional work supports the Ukrainian choir that draws from both Arun and Chichester populations. In Arun we have linked to Arun District Council staff contributing to family sessions and to West Sussex County Council ESOL lead on promoting courses across both districts.

VAAC is an active member of the Research Engagement Network and were commissioned to conduct two pieces of research:

- With BAME communities with a focus on access to health services
Sussex REN Community Researcher Project Findings July 2024
(vaac.org.uk)
- A project focused on LGBTQ and ethnic minorities access and understanding of participation of clinical research.

The findings and recommendations from these initiatives have been combined with the insights obtained from similar events held in East Sussex and Brighton and Hove. The intention is to access further resource to allow VAAC to action recommendations within our sphere of influence.

Partnership and Representation

We are members of a range of partnerships including:

- the Arun Local Community Network
- WSCC Community Safety
- Food Partnership
- Financial Impact Group

VOLUNTARY ACTION ARUN & CHICHESTER **(A Company Limited by Guarantee)**

- Suicide Prevention Group
- Digital Inclusion Group
- Sussex Community Resilience
- Health and Wellbeing Board
- VCSE West Sussex Links
- Health and Care Alliance
- West Sussex CEO group
- range of Task and Finish Groups.

This participation ensures the 'voice' and impact of the local VCSE is acknowledged, supported and developed.

Plans for 2024-2025

The new structure continues to be embedded in the first half of the new financial year, and overall, there has been a positive response to the revised roles and reporting lines.

In the year ahead will be focused on:

- Investing in our website and moving towards self-service for members.
- Adoption of AI, especially for fundraising and social media.
- Researching our membership and the issues impacting on the sector
- Engaging with our members and partners and devising our new long-term strategy 2025-2028.
- Building our consultation offer.
- Diversifying our income.
- Continuing to campaign for VCSE recognition and long-term investment in the sector.
- Further strengthening and diversifying our board of Trustees.
- Building our work in relation to Net Zero/climate change, poverty, and equity, inclusion and diversity.

Financial review

The principal funding sources for the charity are grants from West Sussex Country Council, Arun District Council and Chichester District Council. The funds form part of the income for the unrestricted funds and during the year they covered 66% of the unrestricted expenditure.

Following a review of the accounting practices a prior year adjustment has been made to reclassify certain income and expenditure within restricted funds as being under agency arrangements where funds are passed through the charity. Any receipts or disbursements under these agency arrangements are excluded from the Statement of Financial Activities but are disclosed in Note 16 to the accounts.

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This change in accounting has resulted in a restatement of various prior year comparatives and the details of this are set out in Note 12 to the accounts.

Total income for the year was £321,776 (2023: £420,328) of which unrestricted income was £254,632 (2023: £206,187) and restricted income was £67,144 (2023: £214,141).

Total expenditure for the year was £426,858 (2023: £348,110) of which unrestricted expenditure was £308,899 (2023: £247,414) and restricted expenditure was £117,959 (2023: £100,696). Included within unrestricted expenditure were one-off costs incurred as a result of the restructuring of £16,459.

This resulted in a deficit for the year of £104,770 (2023: surplus of £68,944) of which there was a deficit in unrestricted funds of £53,955 (2023: a deficit of £27,937) and a deficit in restricted funds of £50,815 (2023: a surplus of £96,881). The underlying deficit in the unrestricted funds excluding the restructuring costs was £37,496.

The deficit in the restricted funds of £50,815 arises from timing differences where income received into restricted funds in previous years has been spent in the current year. Over the full life of restricted funds the total income received will be spent and therefore the overall balance on each individual fund will eventually be £nil.

Reserves

As at 31 March 2024, the charity held total funds of £222,719 (2023: £327,489) of which £93,376 were restricted (2023: £144,191) and £129,343 were unrestricted (2023: £183,298).

The trustees aim to maintain sufficient reserves to meet six months' operating expenses and potential redundancy costs, totalling £152,612. This approach ensures that sufficient reserves are held to cover key risks as identified in the charity's risk register.

The unrestricted reserves as at 31 March 2024 are £23,269 less than the target reserves amount and the trustees will seek to increase reserves if funding and other income received allows.

Risk management

Our risk register follows the risk management model recommended by the Charity Commission in its publication Charities and Risk Management (CC26 - 2010). During 2023-2024 we reviewed and continue to regularly review The VAAC Risk Register.

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

Our principal risk relates to our dependence on local authority funding and the stability of future income, with key grants due for renewal in April 2025.

The Finance Audit & Risk (FAR) subgroup update the risk register and are responsible for ensuring that trustees are aware of risks, and that any agreed actions to mitigate risks are undertaken. These Trustees and officers are also responsible for business continuity. The staff team are aware of their areas of responsibility and contribute to the assessment and mitigation of any risks.

A summary of the major risks with mitigating actions being taken is presented at each full Board meeting.

The trustees are pleased to report that the charity's internal financial controls, in particular, conform to guidelines issued by the Charity Commission.

Plans for future periods

The charity plans continuing the activities outlined above on the forthcoming years subject to satisfactory funding arrangements.

Disclosure of information to the independent examiner

So far as each trustee at the date of approval of this report is aware

- There is no relevant accounting information of which the company's independent examiners are unaware and
- The trustees have taken all steps that they ought to have to make themselves aware of any relevant accounting information for the examination and to establish that the independent examiners are aware of that information.

Statement of Trustees' and Directors' responsibilities

Trustees' responsibilities

The trustees (who are also the directors of the charitable company) are responsible for preparing the Directors' and Trustees' report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial period which give a true and fair view of the state of the charitable company's affairs and of the incoming resources and application of resources including the income and

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

expenditure of the charitable company for the year. In preparing these financial statements the trustees are required to:-

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operations.

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

The financial statements have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

The report of the trustees was approved by the board on 29 August 2024 and signed on its behalf by:


.....

Miranda Litchfield - Interim Chair

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

STATEMENT OF FINANCIAL ACTIVITIES
(including Income & Expenditure Account)
FOR THE YEAR ENDED 31ST MARCH 2024

		Unrestricted	Restricted	Total	As restated
		funds	funds	funds	Total
		2024	2024	2024	2023
	Note	£	£	£	£
Income and endowments from:					
Charitable activities	2	205,158	67,144	272,302	390,502
Investments	3	4,568	-	4,568	2,683
Other	4	44,906	-	44,906	27,143
Total		254,632	67,144	321,776	420,328
Expenditure on:					
Charitable activities	5	306,341	117,959	424,300	345,478
Other	5	2,558	-	2,558	2,632
Total		308,899	117,959	426,858	348,110
Net gains/(losses) on investment assets		312	-	312	(3,275)
Net income/(expenditure)		(53,955)	(50,815)	(104,770)	68,944
Transfers between funds		-	-	-	-
Net movement in funds		(53,955)	(50,815)	(104,770)	68,944
Reconciliation of funds:					
Total funds brought forward		183,298	144,191	327,489	258,545
Net movement in funds		(53,955)	(50,815)	(104,770)	68,944
Total funds carried forward		129,343	93,376	222,719	327,489

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities. The Notes at pages 15 to 25 form part of these accounts.

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

BALANCE SHEET
AS AT 31ST MARCH 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible Assets	7	-	-
Investments	8	5,275	71,402
Total Fixed assets		<u>5,275</u>	<u>71,402</u>
Current assets			
Debtors	9	9,620	12,850
Cash at bank and in hand		235,904	249,234
Total Current Assets		<u>245,524</u>	<u>262,084</u>
Creditors : amounts falling due within one year	10	(28,080)	(5,997)
Net current assets		<u>217,444</u>	<u>256,087</u>
Total assets less current liabilities		<u>222,719</u>	<u>327,489</u>
Net assets		<u>222,719</u>	<u>327,489</u>
Funds of the charity			
Restricted Funds	11	93,376	144,191
Unrestricted Funds	11	129,343	183,298
Total charity funds	11, 12	<u>222,719</u>	<u>327,489</u>

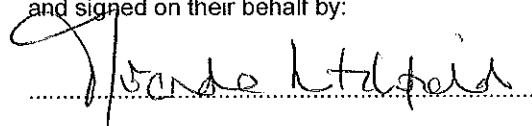
The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31st March 2024.

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

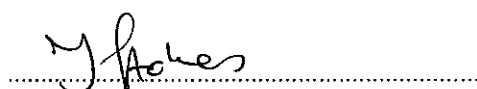
The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the trustees and authorised for issue on 29 August 2024 and signed on their behalf by:



Miranda Litchfield -Interim Chair



Tracey Stakes - Treasurer

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2024

1 Accounting policies

Accounting convention (rather than Basis of Accounting)

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

The charity is a Public Benefit Entity as defined by FRS 102.

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

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

There are no material uncertainties about Voluntary Action Arun & Chichester's ability to continue as a going concern.

Incoming resources

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably. Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of a specified service is deferred until the criteria for income recognition are met.

Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

Agency arrangements

Voluntary Action Arun & Chichester acts as an agent in distributing certain funding. Any receipts and disbursements of such funding are excluded from the Statement of Financial Activities. The funds received, paid and any balances held at year end are disclosed in Note 16.

Resources expended

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

Expenditure is accounted for on an accruals basis and allocated to appropriate headings in the financial statements. Items recharged by unrestricted funds are included as project costs in restricted funds.

Governance costs include all expenditure incurred in running the charity as an organisation.

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Apportionment of expenses

Expenditure has been apportioned between charitable expenditure and governance costs, on the basis of direct apportionment.

Taxation

Voluntary Action Arun & Chichester is a registered charity and is therefore not subject to corporation tax charge.

Operating leases

Rentals payable under operating leases are charged to the statement of financial activities on a straight line basis over the period of the lease.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds represent funds received for specific projects. The costs of raising and administering together with direct costs are charged against specific funds as set out in note 11 to the financial statements.

Retirement benefits

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

Tangible Fixed Assets

Fixed assets are capitalised and depreciated over the estimated useful lives of the assets as follows:

Office equipment: 4 years straight line

**VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)****Cash**

Cash and cash equivalents Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours. Cash equivalents are highly liquid investments that mature in no more than three months from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value.

Debtors

Debtors are recognised when the Charity is legally entitled to the income after any performance conditions has been met, the amount can be measured reliably and it is probable that the income will be received.

Creditors

Creditors are recognised when the charity has a present legal or constructive obligation resulting from a past event to make payment to a third party, it is probable that settlement will be required and the amount due to settle the obligation can be measured or estimated reliably.

Redundancy payments

Redundancy payments are recognised in the year if there is a detailed formal plan for the termination and there is no realistic possibility of withdrawal from the plan. Any redundancy provision at the balance sheet date is recognised where there is a legal or constructive obligation.

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

	Unrestricted Funds	Restricted Funds	Total 2024	Restated Total 2023
NOTES TO THE ACCOUNTS	£	£	£	£
Income and endowments from:				
2. Charitable Activities				
Grants to assist core functions of VAAC	180,158	-	180,158	176,361
Partnership Officer	25,000	-	25,000	20,500
West Sussex VCSi Alliance - Central Costs	-	5,000	5,000	3,550
Arun Projects	-	-	-	(800)
Ukrainian Refugee Support	-	37,400	37,400	85,000
Winter Access Fund	-	-	-	8,500
Ukrainian Volunteer Coordination	-	5,000	5,000	10,000
Community Connectors	-	-	-	70,000
Family Activity Sessions	-	-	-	6,225
NHSVR 100 Day Challenge	-	-	-	10,000
Fitness Equity	-	-	-	1,166
Chichester Disability Consultation	-	5,000	5,000	-
NHS Public Health	-	2,750	2,750	-
Sussex Resilience Forum	-	3,100	3,100	-
NHS Research Engagement Network	-	3,250	3,250	-
Community Resilience Forum	-	5,644	5,644	-
	205,158	67,144	272,302	390,502
2. Grant Funding				
Arun District Council	58,170	-	58,170	52,930
Chichester District Council	56,200	42,400	98,600	136,000
Coastal West Sussex Commissioning Group	-	-	-	54,000
Littlehampton Town Council	-	-	-	1,650
West Sussex County Council	90,788	5,000	95,788	44,331
Other	-	-	-	5,000
NAVCA	-	5,000	5,000	5,000
Sussex Community Foundation	-	-	-	5,000
Sussex ICB	-	-	-	70,000
Active Sussex	-	-	-	7,391
NHS England	-	2,000	2,000	10,000
NHS Sussex	-	5,850	5,850	-
The Trust for Developing Communities	-	1,250	1,250	-
Sussex Resilience Forum	-	5,644	5,644	-
Other	-	-	-	(800)
	205,158	67,144	272,302	390,502
3. Investments				
Bank Interest	4,060	-	4,060	952
Investment Dividends	508	-	508	1,731
	4,568	-	4,568	2,683
4. Other				
Project Management	38,221	-	38,221	26,600
Consultancy	6,500	-	6,500	-
Fundraising	-	-	-	23
Recharged Facilities/Equipment	-	-	-	520
Events & training income	185	-	185	-
	44,906	-	44,906	27,143

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

7. Tangible Fixed Assets

	Computer Equipment £
Cost	
At 1 April 2023	7,394
Additions	-
Disposals	-
At 31 March 2024	<u>7,394</u>
Depreciation	
At 1 April 2023	7,394
Charge for the Year	-
Eliminated on Disposal	-
At 31 March 2024	<u>7,394</u>
Net Book Value	
At 1 April 2023	-
At 31 March 2024	<u>-</u>

8. Investment Fixed Assets

	2024 £	2023 £
Carrying (market) value at the start of year	71,402	72,947
Additions at cost	5,000	1,730
Disposal proceeds	(71,439)	-
Net gain/(loss) on change in market value	312	(3,275)
Carrying (market) value at the end of year	<u>5,275</u>	<u>71,402</u>

As at 31 March 2024 £5,275 was invested in Multi fund assets (2023: £71,402).

9. Debtors

	2024 £	2023 £
Trade Debtors	5,644	10,000
Prepayments	3,176	2,850
Other Debtors	800	-
	<u>9,620</u>	<u>12,850</u>

10. Creditors

	2024 £	2023 £
Trade Creditors	2,402	-
Accruals and deferred income	15,773	5,997
Taxation and social security	5,871	-
Other Creditors	4,034	-
	<u>28,080</u>	<u>5,997</u>

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

11. Movement in Funds

	Restated 1 April 2023 £	Incoming Resources £	Resources Expended £	Transfers £	31 March 2024 £
Unrestricted Funds:					
General Funds	183,298	254,944	308,899	-	129,343
Total Unrestricted	183,298	254,944	308,899	-	129,343
Restricted Funds:					
West Sussex VCSi Alliance - Central Costs	13,747	5,000	12,015	-	6,732
Arun Wide Projects	11,383	-	6,222	-	5,161
Ukrainian Refugee Support	19,013	37,400	21,471	-	34,942
Winter Access Fund	2,754	-	1,674	-	1,080
Ukrainian Volunteer Coordination	10,000	5,000	15,000	-	-
Community Connectors	70,000	-	42,866	-	27,134
Family Activity Sessions	6,225	-	1,280	-	4,945
NHSVR 100 Day Challenge	10,000	-	6,275	-	3,725
Fitness Equity	1,069	-	672	-	397
Chichester Disability Consultation	-	5,000	3,598	-	1,402
NHS Public Health	-	2,750	2,226	-	524
Sussex Resilience Forum	-	3,100	3,100	-	-
NHS Research Engagement Network	-	3,250	1,560	-	1,690
Community Resilience Forum	-	5,644	-	-	5,644
Total Restricted Funds	144,191	67,144	117,959	-	93,376
Total Funds	327,489	322,088	426,858	-	222,719

Comparative information for the previous financial year is as follows:

	1 April 2022 £	Incoming Resources £	Resources Expended £	Transfers £	Restated 31 March 2023 £
Unrestricted Funds:					
General Funds	211,235	206,187	(250,688)	16,564	183,298
Total Unrestricted	211,235	206,187	(250,688)	16,564	183,298
Restricted Funds:					
Partnership Officer	22,321	20,500	(26,257)	(16,564)	-
West Sussex VCSi Alliance - Central Costs	10,197	3,550	-	-	13,747
Arun Wide Projects	14,792	(800)	(2,609)	-	11,383
Ukrainian Refugee Support	-	85,000	(65,987)	-	19,013
Winter Access Fund	-	8,500	(5,746)	-	2,754
Ukrainian Volunteer Coordination	-	10,000	-	-	10,000
Community Connectors	-	70,000	-	-	70,000
Family Activity Sessions	-	6,225	-	-	6,225
NHSVR 100Day Challenge	-	10,000	-	-	10,000
Fitness Equity	-	1,166	(97)	-	1,069
Total Restricted Funds	47,310	214,141	(100,696)	(16,564)	144,191
Total Funds	258,545	420,328	(351,384)	-	327,489

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

Purpose of restricted funds

West Sussex Voluntary and Community Sector Infrastructure Alliance – Central Costs

Designated as central costs from funding from West Sussex County Council for the alliance of the 4 place-based infrastructure organisations who deliver support services to the voluntary and community sector across West Sussex.

Arun Wide Projects

This fund was created by the residue following the decision to discontinue the running of the Bersted Green Learning Centre. These funds will be spent on Arun only projects.

Ukrainian Refugee Support

Funding from Chichester District Council to support Ukrainians into work, reduce social isolation and promote wellbeing.

Winter Access Fund

NHS commission that was focused on vulnerable residents access to primary care.

Ukrainian Volunteer Coordination

Monies to fund a Ukrainian Volunteer co-ordination post.

Community Connectors

NHS Commission to deliver a programme in Arun, and coordination of the programme across Sussex on behalf of the West Sussex Community and Voluntary Sector Infrastructure Alliance.

Family Activity Sessions

Monies from Active Sussex to support access for ethnic minority communities.

NHSVR 100 Day Challenge

NHS pilot scheme of national Volunteer Responders Scheme.

Fitness Equity

Monies from Active Sussex to target ethnic minority access to physical activities.

Chichester Disability Consultation

Commission from Chichester District Council to research impact of stopping the Shopmobility scheme and general accessibility of Chichester town centre.

NHS Public Health

Funding from Sussex NHS to deliver workshops in Arun and Chichester with ethnic minority communities to explore what can be done to improve health outcomes and reduce health inequalities.

Sussex Resilience Forum

Monies to fund voluntary sectors response to civil emergencies.

NHS Research Engagement Network

Funding from NHS England for partnership project involving community research. Involving parts of the NHS, local VSCE and University of Chichester focussing LGBTQ+ and ethnic minority communities in health and social care research.

Community Resilience Forum

Monies to fund preparation for flooding with a focus on marginalised communities.

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

12. Prior year adjustments

The following prior year adjustments have been made to reclassify income and expenditure as being under agency arrangements.

Restatement of restricted funds	1 April 2022 £	Incoming Resources £	Resources Expended £	Transfers £	31 March 2023 £
Partnership Officer:					
As previously stated	22,321	45,500	(51,257)	(16,564)	-
Reclassified as agency arrangement	-	(25,000)	25,000	-	-
As restated	<u>22,321</u>	<u>20,500</u>	<u>(26,257)</u>	<u>(16,564)</u>	<u>-</u>
West Sussex VCSi Alliance:					
As previously stated	10,197	139,088	(135,538)	-	13,747
Reclassified as agency arrangement	-	(135,538)	135,538	-	-
As restated	<u>10,197</u>	<u>3,550</u>	<u>-</u>	<u>-</u>	<u>13,747</u>
Arun & Chichester Food Partnership:					
As previously stated	-	146,400	(146,400)	-	-
Reclassified as agency arrangement	-	(146,400)	146,400	-	-
As restated	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

This resulted in the following restatement in the Statement of Financial Activities:

Income from Charitable activities:	£
As previously stated	697,440
Reclassified as agency arrangement	<u>(306,938)</u>
As restated	<u>390,502</u>
Expenditure of Charitable activities:	£
As previously stated	652,416
Reclassified as agency arrangement	<u>(306,938)</u>
As restated	<u>345,478</u>

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

14. Independent Examination	2024	2023
	£	£
Independent Examiner Fee	1,800	1,700
Underprovision in prior year	40	13
	<u>1,840</u>	<u>1,713</u>

15 Commitments under operating leases

The total future minimum lease payments due under non-cancellable operating leases

	2024	2023
	Land & Buildings	Land & Buildings
	£	£
Within one year	<u>-</u>	<u>7,400</u>

During the year ended 31 March 2024 payments under operating leases totalled £7,400 (2023: £7,400).

16. Agency Arrangements

During the year Voluntary Action Arun & Chichester received and paid out funds under the following agency arrangements:

£135,538 in funds from West Sussex County Council which was passed over to the other VSCI Alliance partners (Brighton & Hove Community Works, Crawley Community Action, Mid Sussex Voluntary Action and Horsham District Council).

£25,000 in funds from West Sussex County Council in relation to Partnership Officer funding which were passed over to Brighton & Hove Community Works.

In the prior year Voluntary Action Arun & Chichester received and paid out funds under the following agency arrangements:

£25,000 in funds from West Sussex County Council in relation to Partnership Officer funding which were passed over to Brighton & Hove Community Works.

£135,538 in funds from West Sussex County Council which was passed over to the other VSCI Alliance partners ((Brighton & Hove Community Works, Crawley Community Action, Mid Sussex Voluntary Action and Horsham).

£146,400 in funds from West Sussex County Council which was passed over to Arun & Chichester Food Partnership.

There is an amount of £nil at 31 March 2024 in other creditors in relation to these agency arrangements (2023: £nil).

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

17 Trustee Remuneration and Expenses

No trustee received any remuneration during the current or prior year. No trustee expenses were incurred during the current or prior year.

18 Termination benefits and Redundancy Costs

Termination payments are comprised of voluntary redundancy. Payments are recognised in staff costs once they are quantifiable and upon communication of intention to pay.

Total redundancy cost for the year was £16,459 (2023: £nil).

Unpaid redundancy at the balance sheet date was £9,540 (2023: £Nil).

19 Company Limited by Guarantee

VOLUNTARY ACTION ARUN & CHICHESTER is a company limited by guarantee, incorporated in the United Kingdom. The registered office address is Town Hall, Clarence Road, Bognor Regis, West Sussex, PO21 1LD.

Every member of the Trust undertakes to contribute to the assets of the company, in the event of the same being wound up while they are a member or within one year after they cease to be a member for payment of the debts and liabilities of the company contracted before they cease to be a member and the costs, charges and expenses of winding up and for the adjustment of the rights of the contributories among themselves such amount as may be required not exceeding £1.

20 Related parties

There have been no related party transactions in the year or in the prior year which require disclosure.

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE VOLUNTARY ACTION ARUN & CHICHESTER ("the Company")

I report to the trustees on my examination of the financial statements of Voluntary Action Arun & Chichester (the Company) for the year ended 31 March 2024.

Responsibilities and basis of report

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

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

Independent examiner's statement

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 ACCA, which is one of the listed bodies.

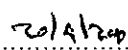
I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

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

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

.....

 Mr Tony Rose FCCA - Director
 Watling & Hirst Limited
 Chartered Certified Accountants
 Cawley Place
 15 Cawley Road
 Chichester, West Sussex, PO19 1UZ

Date:


VOLUNTARY ACTION ARUN AND CHICHESTER

England & Wales - Charity number 1113641

Accounts

VOLUNTARY ACTION ARUN & CHICHESTER
CHAIRMAN'S STATEMENT, TRUSTEES' REPORT
AND
INDEPENDENTLY EXAMINED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2023

Company No. 05667986

Registered Charity No. 1113641

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

The trustees present their annual report and financial statements for the year ending 31st March 2023 and confirm that the financial statements have been independently examined.

Chair's Report

The vital community support that the VCSE (Voluntary, Community and Social Enterprise sector) provides is why an organisation like VAAC (Voluntary Action Arun & Chichester) needs to be in existence and needs to be thriving. In 2022 - 2023 we consulted widely and instigated a new strategy, which can be downloaded here:

<https://www.vaac.org.uk/perch/resources/vaac-strategic-plan-booklet-digital.pdf>

The objectives within this plan set the framework for us to respond effectively to the needs of the sector and to also drive forward the wider County work via The Voluntary and Community Sector Infrastructure Alliance, where we work in partnership with organisations providing similar support across West Sussex.

Our membership is diverse, growing and impactful. This year we reviewed our membership policy and are considering widening this to include informal groups and individuals as affiliate members. Our aim is to grow and strengthen our membership and the voice(s) of the sector. We will continue to strive for equity and for the VCSE sector to be recognised for its contribution, dedication and difference that it is making in West Sussex.

VAAC is all about positive relationships with our members, partners, funders and between our members. We can achieve nothing alone. The joint work and delivery over the last year has meant that we have achieved our targets and crucially responded to needs of the local community in Arun and Chichester Districts.

We thank all our funders who listened when we flagged concerns on the need to inflate grants and commissions. A wide range of funders have supported our members and £2.3 million has been invested in the VCSE sector in Arun and Chichester. We will continue to press for longer term, mainstream and commissioned funding and core costs. With partners, we will continue to build the evidence of impact and cost saving that the VCSE sector provides, especially in relation to health and social care.

We appreciate the support we have had from corporate partners. The links between the VCSE and the business sector, and the social value generated, are an important part of our offering. We look forward to building on these links further developing the benefits to our members.

The year ahead will no doubt be challenging, as the war in Ukraine continues, financial pressures become long term, and our public services remain stretched. All these factors necessitate the VCSE sector to be resilient, strong, creative and active. VAAC will continue to develop in order to meet these changing needs.

Objects

To provide a focus for voluntary organisations, to facilitate and ease communication between the voluntary and statutory sectors and to encourage action in partnership, striving towards a just society with equal opportunities for all.

Our Vision

To see a thriving, inclusive and strong VCSE sector that supports, inspires and empowers individuals and communities throughout Arun and Chichester districts.

Our Mission

To provide support and development services to the VCSE sector and to bring about sustained and positive changes to the lives of individuals and communities in Arun and Chichester districts.

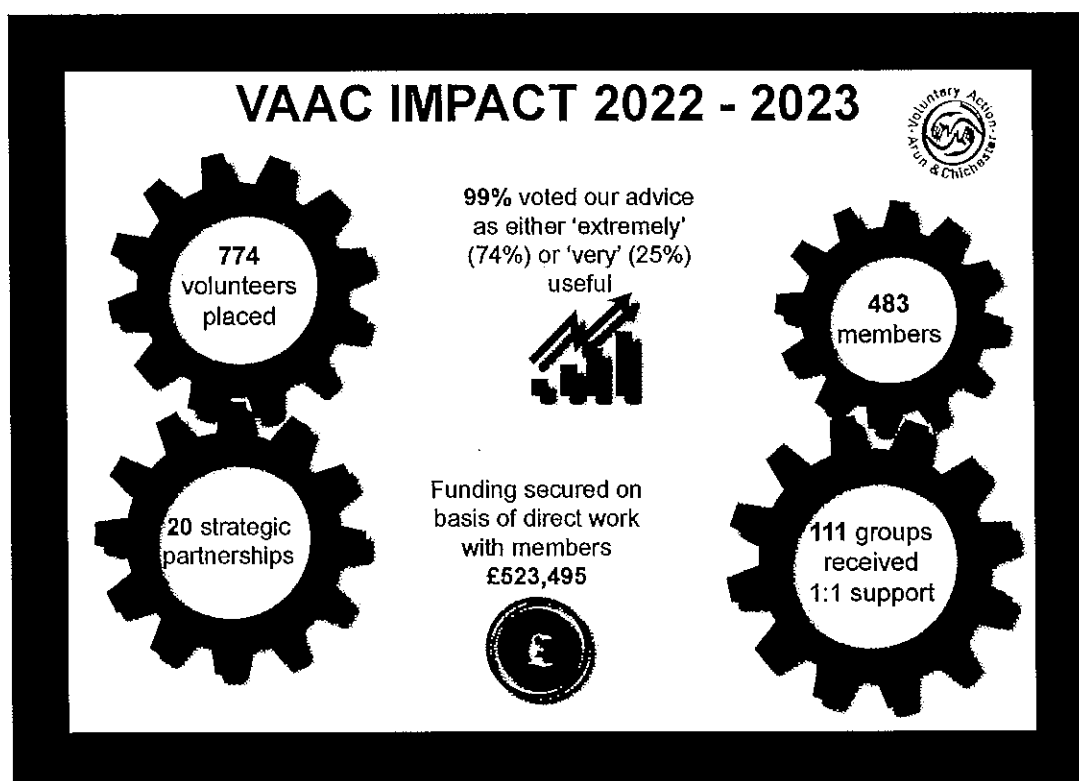
VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

Our Strategic Aims

1. Gain a deeper understanding of the VCSE developmental needs based on action research and best practice, both within and outside the sector.
2. Strive to be representative/voice(s) of the VCSE sector at a strategic level to ensure that positive change happens and that the sector is recognised and rewarded.
3. Grow a strong, sustainable, diverse, adaptable and impactful VCSE by provision of development support, advice, guidance and advocacy.
4. Increase the recognition and participation in volunteering so that volunteers are valued and supported within organisational, community and corporate settings.
5. Collaborate across and within the public, commercial, community and voluntary sectors in order to instigate social change, social justice and community resilience.
6. Raise the awareness of the VCSE initiatives and impact and 'be ahead of the curve' in identifying opportunities for growth, development and innovation.

Review of activities, achievements and developments

Our impact during the year can be summarised as follows:



VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

Networking and Strategic Partnerships

Throughout the year we have organised 16 networking events for VAAC members across Arun and Chichester. These events allow for informal training and encourage collaboration between organisations. The numbers attending these events total 281 and are also reflected in our training outputs.

We also attended a wide range of events that were organised by members and partner organisations. For instance, in March 2023 twenty-two organisations from Selsey and the surrounding area came together for the first Selsey Community Partnership Networking Event - a joint partnership formed between VAAC and Selsey Community Forum, enabling local organisations to showcase their work to members of the public, professionals and local councillors. The event provided a valuable opportunity for networking and sharing ideas and an example of this collaboration was demonstrated by the following feedback received from Mulberry Marine Experience:

'I wanted to thank you for the event and invitation last week. We reached out to contacts, which helps us spread the word and further increase what we can offer. Today we have announced a fully funded summer school for underprivileged children, which will run across eight days. This would have not been possible without the help of Selsey Lions - a shining example of how we can all work together for the community.'

VAAC is committed and involved in a range of strategic partnerships involving the NHS, public health, Primary Care Networks, Local Authorities, the County Council, other public services and other VCSE organisations. Within these partnerships we strive to ensure that the voice(s) of the sector are represented and that the VCSE are recognised equal partners.

A key partnership is the West Sussex Voluntary Community Sector Infrastructure Alliance, which is comprised of the following organisations (alongside Horsham District Voluntary Sector Support, which is a partner organisation):

- Community Works (Adur and Worthing)
- Voluntary Action Arun and Chichester (VAAC)
- Mid Sussex Voluntary Action (MSVA)
- Crawley Community Action (CCA)

These organisations provide community sector infrastructure support to VCSE across West Sussex. The key functions of the Alliance are centred on strategic development, representation, communication, fundraising, partnerships, influence, leadership and training. To this end, the whole sector acts as one voice with the local delivery partners working together to adopt best practice, avoid duplication and campaign on strategic issues impacting on the VCSE. The Alliance has made considerable progress over the last year. The Alliance Annual Review 2022-2023 covers in detail its key activities. The joint training initiative has been built upon and complements our own VAAC programme.

One of the crucial decisions the partners took was to invest in a part-time Executive Support role. VAAC led on the recruitment and oversight of this role and the appointment was made in February 2023. The post is pivotal to the successful delivery and coordination of the Alliance's operational and strategic plans and we are grateful to Sussex Community Foundation for grant funding part of this post.

The Alliance's strategic input has been maintained over the last year. We work together with a wide range of partners including West Sussex County Council, Adur, Arun, Chichester, Horsham and Mid Sussex District and Crawley and Worthing Borough Councils, NHS Primary Care and Local Community Networks.

The steering group on the new Adult Social Care strategy has continued to progress and the range of strategic partnerships that are seeking representation continues to grow. The Alliance is also directly linked to the Sussex Integrated Care Partnership in terms of ensuring that the VCSE is represented at all levels in this new structure.

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

Our long-term ambitions for the Alliance are that by 2025 we will have:

1. Delivered greater benefit through stronger collaborative working, services and expertise
2. Attracted and sustained funding for our Alliance services and its member organisations
3. Be known and valued for being a strong force within West Sussex delivering impact and community benefit
4. Measured and reported on our impact and success – our services, the funding we have sustained and attracted and how we are valued
5. Confidently and assertively shared our impact, telling our story and our members' stories to show our success and the value of what we do

Volunteering

The new national strategy '*Vision for Volunteering*' was launched in 2022. Its aim is to create a movement, a "*diverse, innovative, ambitious, equitable and person-centred future for volunteering.*" The Vision was created by representatives from over 300 organisations. It sets out a view of what volunteering needs to look like, and how this will make volunteers feel about their roles by 2032. The five central themes are Awareness and Appreciation, Power, Equity and Inclusion, Collaboration and Experimentation.

Research has shown that there has since been a further decline in national volunteering following the peak in the Covid Pandemic. VAAC has invested in volunteering in terms of resources and focus which has resulted in a substantial increase in volunteering. In 2019-20, we had 339 new volunteer registrations, compared to 480 in 2022-2023. Reflecting this was an increase in role enquiries; in 2019-20 we had 443 enquiries for volunteers for our members, and in 2022-2023 we received a total of 774.

June 2022 saw the exciting introduction of our new Get Volunteering app – a simple-to-use tool developed from the volunteering database we use, Volunteer Plus. Simultaneously, and building on this new development, volunteering at VAAC during 2022 largely focused on supporting young people into volunteering, presenting several assemblies to high schools and sixth forms, and attending careers fairs across the area. We wanted to inspire local young people, encouraging them that while volunteering is helpful in the local community, it can also transform their lives by giving them the opportunity to gain valuable transferable skills and experience. A combination of the new app, and our focus on encouraging young people, saw a 50% increase in registrations from volunteers under the age of 18 in 2022 – 2023, compared to the previous year.

Clive Abbott, from Arun Dolphins Swimming Club, is delighted to have had an increase in the interest from young people volunteering.

"VAAC sent us details of a new volunteer, William, who we invited to attend one of our sessions. He said he'd seen the role advertised through his school on the Get Volunteering app. William has been coming regularly since that first visit; he is getting to know our members and is so helpful"

With the introduction of the app, interest in volunteering roles increased immediately, with April-May (before the app) seeing 98 role enquiries come in, compared to June-July (after the introduction of the app) seeing 140 enquiries on the app for this period. This increase continued over the course of the year, in total seeing a 33% increase in role enquiries on the previous year. This growth in interest in volunteering is exciting, and alongside lots more new and interesting roles being added weekly (at the end of March we had over 200 active roles listed), we anticipate that volunteering in Arun & Chichester is going to continue to grow and develop throughout 2023-24.

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

Community Investment/Development

There was a greater emphasis on meeting our members face-to-face this year strengthened by more in-person localised networking events so that our members can collaborate and form new partnerships in their communities.

There is a growing trend in local people seeking advice on forming not-for-profit start-up groups to support their local community with issues identified such as isolation and loneliness, wellbeing and health-related topics, mental health, rural transport, community projects not funded by the public sector, and complementary therapies provision such as in the arts, exercise and animal therapy areas. Our Development Team has been flooded with requests for support as the long-term impact of the pandemic/cost of living has never been more acute and has increased the need for VAAC's services from our members.

Key areas include:

- Income streams: the sourcing of core costs through grant funding is a top priority. There has been a huge decrease in major donors and corporate sponsorship, as well as public sector funding with the cost of living crisis, so our members look to us to help with diversifying income streams.
- Governance: many groups are re-evaluating their governance practices and are either going into partnership with another organisation or changing their model.
- Compliance: reviews of core areas of business such as policies and insurance (cost and compliance) went up. VAAC members receive reassurance using our staff knowledge, the network of pro bono professionals and the national and local community links we supply.
- Communication: we have continued to use technology as adopted in the pandemic..

The difference VAAC has made is evidenced by the positive feedback we receive from VAAC members:

'We are so grateful to VAAC for all the support we have received over the years. Petworth Community Garden was started 19 years ago by myself and a small group of locals and has grown for the community, by the community, ever since and it is continuing to thrive. We have been aided by VAAC from the very beginning, with policies and procedures to keep our participants safe and advice on governance, constitutions, training and fundraising. These were all things that as a gardener I knew very little about but which were needed to make our projects safe, organised and robust for all those involved.' Kate Green, Petworth Community Garden.

'VAAC is the only organisation supporting our group's development. The team helped us to set up, have a constitution and open a bank account. As a small community group we are learning constantly with you: how to develop, engage people, raise funds and work with volunteers. VAAC's training programmes are massively supported and needed by small organisations like us. The team always helps us to find an answer to all our questions, supports funding applications and we have been successful a couple of times already. The funding opportunities enabled us not only to benefit Lithuanian minority groups, local families and children but it created an opportunity to engage Ukrainians, Polish and English groups to talk about freedom and also celebrate culture and diversity in the area. We are very proud to be a member of VAAC.' Gintare Uleviciute, Lithuanian Community of South Coast, UK.

Training

As the country tentatively took steps to come out of the pandemic, we hosted our first face-to-face fundraising session for over 2 years on 25 May 2022. The session, *Digital Marketing for Charities* was delivered by Vinco Marketing. We also continued our online provision: "Meet the Funder" sessions for example for The Henry Smith Charity. Feedback from one of our Members included: "We will be

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

making an application for funding following this event. It was so helpful and I am grateful that VAAC were able to host this event. Having the opportunity to meet funders and hear first-hand from them makes the process of deciding whether or not a charity meets their criteria easier, understand the type of projects they are interested in and enables us to ask questions that we might have".

Along with our West Sussex Voluntary and Community Sector Infrastructure Alliance partners we also hosted, 6 online fundraising sessions in 2022 – 2023. Feedback from these sessions included:
"Extremely. We can focus our efforts on more long term planning for fundraising. Increased understanding of importance of building relationships with existing and potential funders. Better understanding of what motivates funders to give and how to take this into account in funding bids for specific projects".

There is also the relationship-building which comes from partnering with other organisations so that members can use their services, such as with Charity Mentors:

'This was my introduction to Charity Mentors. I enjoyed hearing about how mentors had supported people from diverse organisations to set their pace and pathways to success. The team was welcoming and approachable and it is clear organisations across Sussex are sharing skills, knowledge and 'can do' during these challenging times.' Sue Livett - Aldingbourne Trust

Equity and Engagement

VAAC strives for equity in the support and services we offer. To this end we have developed an element of our work that is focused on community engagement and research. Examples of these projects are set out below:

Winter Access Primary Care – Littlehampton

This project looked at barriers to access to primary care for vulnerable groups in Littlehampton. It was undertaken by a partnership of organisations comprising Worthing Homes and Creative Heart and was led by Voluntary Action Arun and Chichester (VAAC). Creative Heart and their service users developed a piece of artwork representing the issues users have experienced in accessing primary care and tried to introduce solutions as well. The artwork is a collage featuring input from a number of the regular groups and classes that meet at Creative Heart including the Knit and Natter, poetry, art, Stitched Together and their regular volunteers amounting to over 100 people. The artwork was completed at the end of February 2023 and was displayed in the Wickbourne Centre from mid-February.

In addition Worthing Homes Engagement Officers visited all Worthing Homes residents, asking them to complete a questionnaire on access to Primary Care. Leaflets were posted through the doors of those who did not answer containing links to complete the questionnaire. Follow-up phone calls were completed to reach those who weren't at home during the day. Engagement Officers also spent time at Chilgrove House Community Centre in Wick while the coffee morning was taking place at Felpham Community Hall while craft sessions, children's activities and home schooling sessions were underway. The VAAC outreach worker visited the Wickbourne Centre in Littlehampton to collect responses from the centre users there while children's activities were taking place. In total 155 responses were collected.

A number of common themes were highlighted, including issues with getting through on the phone, long waits for calls to be answered, long answerphone messages and having to call early in the morning to get available appointments. Nearly 80% of respondents stated that the phone was their preferred method of contacting their GP surgery, with 15% stating that they preferred to book online or use the e-consult function. There was the recognition that more support was needed to help a wider range of people access the online/e-services both in terms of the technical skills but also to convince people that it was a worthwhile alternative to the phone. With this in mind, the Community Development team at

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

Worthing Homes, which has already been running Introduction to IT sessions at Creative Heart, has adapted the sessions to specifically include accessing NHS online systems.

Support to the Ukrainian Community

VAAC successfully secured commissioned monies from Chichester District Council in July 2022 to support Ukrainian refugees. These monies will provide a range of services via four VAAC members, including Sanctuary, which will receive monies for one full-time member of staff for a year to provide one-to-one support for Ukrainian refugees. This post will link people into appropriate services and pathways into employment. Head to the Sky are working with Bishop Luffa School to deliver film making workshops to students from different communities to explore their experiences of living in the local area. The Lithuanian Community of the South Coast are holding a number of events to bring together the Ukrainian and Lithuanian communities to promote solidarity and show support. An event was held at Chichester Cathedral in March 2023, attended by the Ukrainian Choir and other performers from both Lithuania and Ukraine.

Arun has initiated a grant aid scheme to support Ukrainian community members and a VAAC representative sat on the decision-making panel for the distribution of these funds.

VAAC received grants from NAVCA (*National Association for Voluntary and Community Action*) and SCF (Sussex Community Foundation) to fund a Ukrainian and Eastern European Volunteer Coordinator. This role has a dual focus: to engage the Ukrainian community in volunteering, with the aim of improving job prospects and encouraging community cohesion and reducing isolation and support our member organisations in taking on more volunteers from diverse communities.

Conversations with Ethnically Diverse Communities in Arun and Chichester

Stephanie Mooney, our Partnership Officer (Health and Wellbeing), looked holistically at ethnically diverse communities' experience of living and working in Arun and Chichester.

The aim of the project was to:

- Raise awareness of the lived experiences of ethnically diverse communities living and working in Arun and Chichester – their priorities, challenges, issues and concerns.
- Share information about emerging initiatives that positively respond to the Identified needs of ethnically diverse people.
- Offer recommendations to reduce barriers to improve access into services, based on these communities' shared experience.
- Actively work in partnership with others to improve pathways and appropriateness of access into services and overall service provision across the voluntary, community and social enterprise sector for ethnically diverse communities.

The final report was launched at VAAC's AGM in July 2022. We received positive feedback from the report, with a particular interest in how we are taking forward the recommendations and indications of which organisations could assist us. Organisations have been using the report to consider further engagement with ethnically diverse communities in their project and service delivery:

'VAAC's excellent report on the comprehensive participatory research they led into the experiences and perceptions of ethnically diverse people in the Chichester and Arun districts is very enlightening and offers insights that should inform our programme development and design and could open opportunities for communication.' (source: Sanctuary)

Another organisation, Sussex Interpreting Service (SIS) commented: *'There is such a wealth of information. I will be sharing internally with some other colleagues - primarily with a view on how SIS,*

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

going forward, looks to support interpreting and how we might engage with communities in West Sussex.'

We continue to receive requests from VCSE as to how they can increase and strengthen their engagement with ethnically diverse communities and access the contacts that we have. Organisations seeking advice include the Alzheimer's Society, West Sussex Carers Support and Relate.

Cancer awareness/access to screening

The focus of this piece of work was to identify which barriers most relevant to our local communities and highlight any patterns associated with particular geographical areas or GP surgeries. Going forward, this information can then be used to target any interventions or promotional work.

A short survey was devised in order to start conversations on the barriers faced. The survey was hosted on Google Forms and was open over four weeks in June and July 2022. The survey was publicised through Voluntary Action Arun and Chichester's (VAAC) members' newsletter and shared via VAAC's social media channels. Links to the form were emailed out to the practice managers of all the GP surgeries within the survey area, a total of 26 surgeries, 12 within Chichester District Council and 14 within Arun District Council. A total of 122 responses were collected, of which 65 were in person (53%) and the remainder were collected online via the link or QR code. Respondents were asked open-ended questions regarding the barriers to attending screening and what measures could be taken to overcome these. Those who had attended their screening were also asked about measures that could be taken to make the process easier.

Three main themes were easily identified within the responses and were common between both those who attended their latest screening appointment and those who had not. The full report is available here:

<https://www.vaac.org.uk/perch/resources/barriers-to-cervical-screening-report.pdf>

Bowel and Prostate Cancer Screening

This was a joint partnership between VAAC and Regis Healthcare Primary Care Network representing the nine local GP Practices in the Bognor and Arundel area to raise awareness of two types of cancer that, if detected early, have a greater chance of successful treatment. These are bowel and prostate cancer.

Bognor Regis FC and its community initiative Bognor FC Rocks played its part in ensuring local men are engaged in cancer screening on World Cancer Awareness Day on 4 February. The football club was selected as a prime venue for an awareness campaign as the older male local football supporters are the target audience and Bognor Regis has low take up of screening. Representatives set up an information stand at a Bognor FC football match on Saturday 11 February 2023, with 450 fans in attendance. The information stand was in prime position at the main entrance and staff also walked around the stands and hospitality areas engaging with fans. The response was overwhelmingly positive with most people happy to engage with the representatives on what can be a sensitive topic. There were also announcements over the tannoy system.

VAAC's involvement in the project is part of a wider piece of work around effective community engagement raising awareness and uptake of cancer screening programmes offered by the NHS.

Future Plans

The year ahead will be another year of challenges - the cost of living crisis could be with us long term, the effects of Covid-19 is still around, services are stretched to breaking point, technological change is both a positive and a threat and inequalities remain stubborn and are becoming more stark. Times of crisis require creative and innovative solutions across VCSE, business and public sector boundaries.

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

Collaboration and endeavour in the face of adversity will be our task in 2023-2024 and we are up for this challenge.

The team this year are focused on four key objectives:

- Ensure that marginalised groups, including disabled people, ethnically diverse and minority communities, are integral to the work of VAAC
- Continue to maintain positive relationships with current and future funders and commissioners of VAAC and the wider VCSE
- Implement a cycle of continuous improvement and be open to new ideas and new ways of working
- Raise the profile of VAAC and the VCSE via events, case studies, impact reporting and systematic evaluation

With everyone's contributions- members, funders, commissioners, strategic partners, the VAAC team, Trustees, corporate supporters and freelancers - we will continue to make the positive difference together and ensure that the VCSE has representation and influence.

Organisation

Voluntary Action in Arun and Chichester (VAAC) is governed by its board of trustees who set the policy of the charity. The policies are implemented by the trustees. Charity members also take part in the policy making activity of the charity by passing resolutions at the annual general meeting. The Trustee Board consists of elected trustees and appointed trustees. Elected trustees are elected at Annual General Meetings and appointed trustees are appointed at an ordinary meeting of the Trustee Board. The Trustee Board meets at least 4 times a year.

Status and administration

VOLUNTARY ACTION ARUN & CHICHESTER is a registered charity (Charity number: 1113641) and a company limited by guarantee (Company number: 05667986).

The charity is governed by its Memorandum and Articles of Association as issued on incorporation on 6th January 2006 as amended on 17th October 2011.

Financial results

The financial statements comply with current statutory requirements, the Statement of Recommended Practice – "Accounting and Reporting by Charities": the Charities SORP 2005, the Financial Reporting Standards for Smaller Entities (effective January 2015) and with the requirements of the Council's governing documents.

The results for the year are set out in the Statement of Financial Activities.

Although a total net income for the year of £68,944 was achieved (2022: loss of £34,078) it is noted that this results from a net income in restricted funds of £113,445 and a net loss in unrestricted funds of £44,501. Unrestricted reserves are expected to reduce further in 2023/4 and the Business Strategy Group established by the trustees is reviewing the options that the organisation can take to address this.

The charity is dependent on grants for the majority of its income. These grants together with a small amount of investment income and donations and the use of unrestricted reserves have enabled the charity to fund its activities.

VOLUNTARY ACTION ARUN & CHICHESTER **(A Company Limited by Guarantee)**

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 March 2023

Reserves policy

At 31 March 2023, the charity held total funds of £327,489 (2022: £258,545) of which £144,191 (2022: £47,310) were restricted and £183,298 (2022: £211,235) were unrestricted.

The trustees aim to maintain sufficient reserves to meet six months' operating expenses and potential redundancy costs, totalling £169,343. The unrestricted reserves are sufficient to cover this aim and the resulting balance of £13,955 in unrestricted reserves is to be used to continue the objects of the organisation. This approach also ensures that sufficient reserves are held to cover key risks as identified in the charity's risk register.

Given the current losses of the charity, the trustees have established a Business Strategy Group to shape our services to ensure the future financial sustainability of the charity.

Risk management

During 2022-2023 we developed our risk register which follows the risk management model recommended by the Charity Commission in its publication Charities and Risk Management (CC26 - 2010). During 2022-2023 we reviewed and continue to regularly review The VAAC Risk Register.

Our principal risks relate to:

- The financial impact of our key risks as identified in the risk register and the stability of future income.
- The risks identified in terms of governance as we strive these up to date

The Finance Audit Risk (FAR) subgroup update the risk register and are responsible for ensuring that trustees are aware of risks, and that any agreed actions to mitigate risks are undertaken. These Trustees and officers are also responsible for business continuity. The staff team are aware of their areas of responsibility and contribute to the assessment and mitigation of any risks.

A summary of the major risks with mitigating actions being taken is presented at each full Board meeting.

The trustees are pleased to report that the charity's internal financial controls, in particular, conform to guidelines issued by the Charity Commission.

Trustee training

New trustees follow an induction programme which includes familiarisation with their legal obligations under charity law, the contents of the charity's governing regulations, the committee and decision-making process and the recent financial performance of the charity. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

Public benefit

The current activities of the charity are detailed in the Annual Impact report. The trustees confirm that they have referred to the guidance contained in the Charity Commission's guidance on public benefit when reviewing the company's aims and objectives and in planning future activities.

Disclosure of information to the independent examiner

So far as each trustee at the date of approval of this report is aware

VOLUNTARY ACTION ARUN & CHICHESTER **(A Company Limited by Guarantee)**

- There is no relevant accounting information of which the company's independent examiners are unaware and
- The trustees have taken all steps that they ought to have to make themselves aware of any relevant accounting information for the examination and to establish that the independent examiners are aware of that information.

Office address	Town Hall Clarence Road Bognor Regis West Sussex. PO21 1LD
Registered office	Town Hall Clarence Road Bognor Regis West Sussex. PO21 1LD

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 March 2023

Bankers	Barclays Bank plc 74/75 East Street Chichester West Sussex. PO19 1HR
Independent examiners	Watling and Hirst Limited Cawley Place 15 Cawley Road Chichester West Sussex. PO19 1UZ

Trustees

The trustees of the charity, who are also the directors of the charitable company, who served during the year were:

Mrs. Sue Holmes	Ms. Tracey Stakes
Mr. Chris Dawe	Ms. Hilary Bartle (from 13 July 2022)
Mrs. Joanne Kondabeka	Ms. Liz Ball (from 23 rd January 2023)
Ms. Miranda Litchfield	
Ms. Sarah Morgan	
Mr. Robert Hayes	

None of the trustees has any beneficial interest in the charity. All of the trustees are members of the charity and guarantee to contribute an amount not exceeding £1 in the event of a winding up.

Trustees' responsibilities

The trustees (who are also the directors of the charitable company) are responsible for preparing the Directors' and Trustees' report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

Company law requires the trustees to prepare financial statements for each financial period which give a true and fair view of the state of the charitable company's affairs and of the incoming resources and application of resources including the income and expenditure of the charitable company for the year. In preparing these financial statements the trustees are required to:-

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operations.

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

The financial statements have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

The report of the trustees was approved by the board on the 23rd August 2023 and signed on its behalf by:


.....

Sue Holmes Chair

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

STATEMENT OF FINANCIAL ACTIVITIES
(including Income & Expenditure Account)
FOR THE YEAR ENDED 31ST MARCH 2023

	Notes	Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
Income and Endowments from:					
Charitable activities	2	176,361	521,079	697,440	430,095
Investments	3	2,683	0	2,683	1,764
Other	4	27,143	0	27,143	9,044
Total		206,187	521,079	727,266	440,903
Expenditure on:					
Charitable activities	5	244,782	407,634	652,416	473,896
Other	5	2,632	0	2,632	1,733
Total		247,414	407,634	655,048	475,629
Net Gains/(Losses) on investment assets		(3,275)	0	(3,275)	647
Net Income/(expenditure)		(44,501)	113,445	68,944	(34,078)
Transfers between funds		16,564	(16,564)	0	0
Net Movement in Funds		(27,937)	96,881	68,944	(34,078)
Reconciliation of Funds:					
Total Funds balances brought forward at 1st April 2022		211,235	47,310	258,545	292,621
Total Funds balances carried forward at 31st March 2023		183,298	144,191	327,489	258,543

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities. The Notes at pages 14 to 22 form part of these accounts.

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

BALANCE SHEET
AS AT 31ST MARCH 2023

	Notes	2023	2022
Fixed Assets			
Tangible Assets	7	0	0
Investment Assets	8	71,402	72,946
Total Fixed Assets		71,402	72,946
Current Assets			
Debtors	9	12,850	2,444
Cash at bank and in hand		249,234	195,658
		262,084	198,102
Creditors : Amounts falling due within one year	10	(5,997)	(12,503)
Net Current Assets		256,087	185,599
Net Assets		327,489	258,545
Represented By:			
Restricted Funds	11	144,191	47,310
Unrestricted Funds	11	183,298	211,235
Total Funds	11, 12	327,489	258,545

For the financial year ended 31 March 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements.

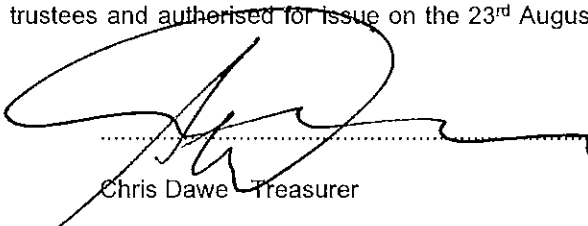
The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

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

The financial statements were approved by the trustees and authorised for issue on the 23rd August 2023 and signed on their behalf by:



 Sue Holmes - Chair



 Chris Dawe - Treasurer

Company Registration No. 05667986

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2023

1 Accounting policies

Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102), amended by Charities SORP (FRS 102) Update Bulletin 1 (effective 1 January 2016), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Voluntary Action Arun & Chichester meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

These financial statements for the year ended 31 March 2023 are prepared in accordance with FRS 102, the Financial Reporting Standard applicable in the UK and Republic of Ireland.

There are no material uncertainties about Voluntary Action Arun & Chichester's ability to continue as a going concern.

Incoming resources

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably. Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of a specified service is deferred until the criteria for income recognition are met.

Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

VOLUNTARY ACTION ARUN & CHICHESTER **(A Company Limited by Guarantee)**

Resources expended

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

Expenditure is accounted for on an accruals basis and allocated to appropriate headings in the financial statements. Items recharged by unrestricted funds are included as project costs in restricted funds.

Governance costs include all expenditure incurred in running the charity as an organisation.

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Apportionment of expenses

Expenditure has been apportioned between charitable expenditure and governance costs, on the basis of direct apportionment.

Depreciation

Fixed assets are capitalised and depreciated over the estimated useful lives of the assets as follows:

Office equipment: 4 years straight line

Taxation

Voluntary Action Arun & Chichester is a registered charity and is therefore not subject to corporation tax charge.

Operating leases

Rentals payable under operating leases are charged to the statement of financial activities on a straight line basis over the least term.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds represent funds received for specific projects. The costs of raising and administering together with direct costs are charged against specific funds as set out in note 11 to the financial statements.

Retirement benefits

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

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

NOTES TO THE ACCOUNTS (Continued)

FOR THE YEAR ENDED 31ST MARCH 2023

NOTES TO THE ACCOUNTS	Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
Income and endowments from:				
2. Charitable Activities				
Grants to assist core functions of VAAC	176,362	0	176,362	166,405
Bersted Green Learning Centre	0	0	0	1,875
Partnership Officer	0	45,500	45,500	50,000
West Sussex VCSi Alliance	0	139,088	139,088	140,288
High Sheriff of West Sussex	0	0	0	1,000
NAVCA	0	0	0	1,500
Arun & Chichester Food Partnership	0	146,400	146,400	40,000
Community Champions	0	0	0	(4,972)
Chichester City Council	0	0	0	1,000
Contain Outbreak Management Fund	0	0	0	33,000
Arun Projects	0	(800)	(800)	0
Ukrainian Refugee Support	0	85,000	85,000	0
Winter Access Fund	0	8,500	8,500	0
Ukrainian Volunteer Coordination	0	10,000	10,000	0
Community Connectors	0	70,000	70,000	0
Family Activity Sessions	0	6,225	6,225	0
NHSVR 100 Day Challenge	0	10,000	10,000	0
Fitness Equity	0	1,166	1,166	0
	176,362	521,078	697,440	430,096
2. Grant Funding				
Arun District Council	52,930	0	52,930	46,401
Chichester City Council	0	0	0	1,000
Chichester District Council	51,000	85,000	136,000	47,600
Coastal West Sussex Commissioning Group	0	54,000	54,000	50,000
Littlehampton Town Council	1,650	0	1,650	1,650
West Sussex County Council	65,782	285,488	351,270	279,070
Other	5,000	0	5,000	2,500
NAVCA	0	5,000	5,000	0
Sussex Community Foundation	0	5,000	5,000	0
Sussex ICB	0	70,000	70,000	0
Active Sussex	0	7,391	7,391	0
NHS England	0	10,000	10,000	0
Other	0	(800)	(800)	0
	176,362	521,079	697,441	428,221
3. Investments				
Bank Interest	952	0	952	378
Investment Dividends	1,731	0	1,731	1,385
	2,683	0	2,683	1,763
4. Other				
Project Management	26,600	0	26,600	8,574
Fundraising	23		23	0
Recharged Facilities/Equipment	520	0	520	470
Total	27,143	0	27,143	9,044

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

NOTES TO THE ACCOUNTS (Continued)

FOR THE YEAR ENDED 31ST MARCH 2023

5. Expenditure on:	Staff & Consultancy	Premises	Communications & Promotion	Governance	Other Support	Total 2023	Total 2022
VAAC	214,533	7,400	22,850	2,632	0	247,415	176,167
Bersted Green Learning Centre	0	0	0	0	0	0	4,069
Partnership Officer	23,512	0	2,745	0	25,000	51,257	57,085
West Sussex VCSi Alliance	0	0	0	0	135,538	135,538	139,739
Boltini Trust	0	0	0	0	0	0	3,085
High Sheriff of West Sussex	0	0	0	0	0	0	1,000
Sussex Community Foundation	0	0	0	0	0	0	7,455
NAVCA	0	0	0	0	0	0	3,000
Arun & Chichester Food Partnership	0	0	0	0	146,400	146,400	40,000
Community Champions	0	0	0	0	0	0	10,028
Chichester City Council	0	0	0	0	0	0	1,000
Contain Outbreak Management Fund	0	0	0	0	0	0	33,000
Winter Access Fund	746	0	0	0	5,000	5,746	0
Ukrainian Refugee Support	2,987	0	0	0	63,000	65,987	0
Arun Projects	0	0	2,459	0	150	2,609	0
Fitness Equity	0	0	0	0	97	97	0
	241,777	7,400	28,054	2,632	375,185	655,049	475,627

6. Staff Costs	2023	2022
Salaries	209,705	162,832
Social Security Costs	12,941	8,412
Pension (Employer)	11,996	9,046
	234,642	180,290
Number of employees on an FTE Basis	6.6	5.6
Average Number of full and part time staff	9	8

There were no employees whose emoluments exceeded £60,000.

No trustee received remuneration during the year.

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

NOTES TO THE ACCOUNTS (Continued)

FOR THE YEAR ENDED 31ST MARCH 2023

	Plant & Equipment	Total
7. Tangible Fixed Assets	2023	2022
Cost or Valuation		
1st April 2022	7,394	7,394
Additions	0	0
Disposals	0	0
31st March 2023	<u>7,394</u>	<u>7,394</u>
Depreciation		
1st April 2022	7,394	7,394
Charge for the Year	0	0
Eliminated on Disposal	0	0
31st March 2023	<u>7,394</u>	<u>7,394</u>
Net Book Value		
31st March 2023	<u>0</u>	<u>0</u>
1st April 2022	<u>0</u>	<u>0</u>
8. Investment Fixed Assets	2023	2022
Carrying (market) value at the start of year	72,947	70,914
Add: additions to investment at cost	1,730	1,385
Add/(deduct): net gain/(loss) on revaluation	(3,275)	647
Carrying (market) value at the end of year	<u>71,402</u>	<u>72,947</u>
9. Debtors	2023	2022
Debtors	10,000	0
Prepayments	2,850	2,444
	<u>12,850</u>	<u>2,444</u>
10. Creditors	2022	2022
Other Creditors & Accruals	5,997	12,503
Deferred Income	0	0
	<u>5,997</u>	<u>12,503</u>

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

NOTES TO THE ACCOUNTS (Continued)

FOR THE YEAR ENDED 31ST MARCH 2023

	1st April 2022	Incoming Resources	Resources Expended	Transfers	31st March 2023
11. MOVEMENT IN FUNDS					
Unrestricted Funds:-					
General Funds	211,235	206,187	(250,688)	16,564	183,298
Total Unrestricted	211,235	206,187	(250,688)	16,564	183,298
Restricted Funds:-					
Partnership Officer	22,321	45,500	(51,257)	(16,564)	0
West Sussex VCSi Alliance	10,197	139,088	(135,538)	0	13,747
Arun & Chichester Food Partnership	0	146,400	(146,400)	0	0
Arun Wide Projects	14,792	(800)	(2,609)	0	11,383
Ukrainian Refugee Support	0	85,000	(65,987)	0	19,013
Winter Access Fund	0	8,500	(5,746)	0	2,754
Ukrainian Volunteer Coordination	0	10,000	0	0	10,000
Community Connectors	0	70,000	0	0	70,000
Family Activity Sessions	0	6,225	0	0	6,225
NHSVR 100Day Challenge	0	10,000	0	0	10,000
Fitness Equity	0	1,166	(97)	0	1,069
Total Restricted Funds	47,310	521,079	(407,634)	(16,564)	144,191
Total Funds	258,545	727,264	(658,322)	0	327,489

Notes on Restricted Funds

- **The Partnership Officer:** is funded by the Clinical Commissioning Group. 50% of the funds are passed to Brighton & Hove Community Works for a similar role in the Worthing & Adur Area.
- **The West Sussex VCSi Alliance:** is funded by West Sussex County Council and is an alliance of Voluntary Actions across West Sussex. Approximately 70% of the funds received are passed directly on.
- **Arun & Chichester Food Partnership:** Voluntary Action Arun & Chichester received the funds direct from West Sussex County Council and Chichester District Council and passed them on to Arun & Chichester CAB as the host organisation for a co-ordinator's role.
- **Arun Projects:** This fund was created by the residue following the decision to discontinue the running of the Bersted Green Learning Centre. The funds will be spent on Arun only projects.
- **Ukrainian Refugee Support:** received funds from Chichester District Council to for support to the Ukrainian community these monies were distributed to four key VSCE organisations.
- **Volunteer Development:** monies from Sussex Community Foundation towards the Volunteer Advisor Post
- **Winter Access Fund:** NHS commission that was focused on vulnerable residents' access to primary care.
- **Ukrainian Volunteer Coordination:** monies from NAVCA/Sussex Community Foundation towards the cost of a targeted post that would focus on volunteering.
- **Community Connectors:** NHS commission to deliver a programme in Arun, and coordination of the programme across Sussex on behalf of the West Sussex Community and Voluntary Sector Infrastructure Alliance.
- **Family Activity Sessions:** monies from Active Sussex to support access for ethnic minority communities.
- **NHSVR 100 Day Challenge:** NHS pilot scheme of national Volunteer Responders Scheme.
- **Fitness Equity:** monies from Active Sussex targeted ethnic minority access to physical activities.

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

12. Analysis of Net Assets Between Funds

	Unrestricted Funds	Restricted Funds	Total Funds
Tangible Fixed Assets			
Investment Assets	71,402	0	71,402
Current Assets	117,893	144,191	262,084
Current Liabilities	(5,997)	0	(5,997)
	<u>183,298</u>	<u>144,191</u>	<u>327,489</u>

13. Independent Examination

	2023	2022
Independent Examiner Fee	1,700	1,650
Underprovision in prior year	13	13
	<u>1,713</u>	<u>1,663</u>

14 Company Limited by Guarantee

VOLUNTARY ACTION ARUN & CHICHESTER is a company limited by guarantee. Every member of the Trust undertakes to contribute to the assets of the company, in the event of the same being wound up while they are a member or within one year after they cease to be a member for payment of the debts and liabilities of the company contracted before they cease to be a member and the costs, charges and expenses of winding up and for the adjustment of the rights of the contributories among themselves such amount as may be required not exceeding £1.

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF

THE VOLUNTARY ACTION ARUN & CHICHESTER ("the Company")

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2023, which are set out on pages 14 to 22.

Responsibilities and basis of report

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

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

Independent examiner's statement

The company's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Association of Chartered Certified Accountants.

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

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- 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
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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.



.....
Mr Tony Rose FCCA - Director
Watling & Hirst Limited
Chartered Certified Accountants
Cawley Place
15 Cawley Road
Chichester, West Sussex, PO19 1UZ

Date: 8/9/23

VOLUNTARY ACTION ARUN AND CHICHESTER

England & Wales - Charity number 1113641

Accounts

VOLUNTARY ACTION ARUN & CHICHESTER
CHAIRMAN'S STATEMENT, TRUSTEES' REPORT
AND
INDEPENDENTLY EXAMINED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2022

Company No. 05667986

Registered Charity No. 1113641

VOLUNTARY ACTION ARUN & CHICHESTER **(A Company Limited by Guarantee)**

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 March 2022

The trustees present their annual report and audited accounts for the year ending 31st March 2022 and confirm that financial statements that have been independently examined.

Objects

To provide a focus for voluntary organisations and to facilitate and ease communication between the voluntary and statutory sectors and to encourage action in partnership, striving towards a just society with equal opportunities for all.

Our Strategic Aims

The organisation's strategic aims are:

1. A strong and sustainable voluntary and community sector.
2. The community is engaged and involved in voluntary action.
3. The voluntary and community sector is able to influence decision makers.
4. An effective, efficient and sustainable organisation.

Review of activities, achievements and developments

Looking back at 2021 -2022 VAAC has faced challenges and, in particular, how the organisation worked its way through the many issues created by the pandemic and significant changes in personnel and Trustees. VAAC is proud of its achievements, impact and reach through these testing times. The organisation is now gearing up for the next five years and ensuring its impact, reach and influence is enhanced.

VAAC's activities focuses on support charities, community groups and social enterprises in Arun and Chichester. The VAAC team offer help and advice to all voluntary organisations, regardless of size or area of work, on subjects such as fundraising, volunteering management and recruitment, governance, policies and procedures and much more. VAAC also offer free networking events and free or subsidised training sessions; and strive to act as the 'voice' of the voluntary sector in cross-sector partnerships and networks. VAAC also work to create new links and partnerships between organisations.

VAAC's impact /outputs :

Key Performance Indicator	Output
Number of VCSE members	449
Number of groups supported	109
Number of partnership meetings	104
Numbers attending VAAC events	726
Number of new volunteers registered	452
Number of events and training	31
External monies secured for VAAC members	£314,285

VOLUNTARY ACTION ARUN & CHICHESTER **(A Company Limited by Guarantee)**

VAAC's outcomes:

Members feedback re the support received and impact remains positive. Comments include :

I am writing on behalf of the Trustees of the Burndell Bridge Society to thank you for your support of our application for charitable status with the Charities Commission in June 2021. We are proud to inform you that this status has now been granted, in part thanks to your letter/support.

As of 16th December 2021, The Burndell Bridge Society became a Charitable Incorporated Organisation (CIO) enabling us to fund raise and deliver other key activities relevant to such a community project. We look forward to any further support you might afford us as the project develops and welcome any questions, ideas or comments you may be able to offer.

The Rustington Platinum Social club was formed in 2014 for both fitness and social activities. In 2018 they moved to new premises, and the club was separated. The social club became a community drop-in which is run by a committee of volunteers and with a constitution that VAAC helped with. They contacted VAAC again in March 2022 as they needed more interpretation and guidance with the club constitution and policies. As the club had changed format since VAAC first supported them, the team were able to suggest a new constitution and helped them to put appropriate policies in place. They also suggested options for fundraising and grant opportunities as the club needed ongoing running costs covered

VAAC have also maintained their involvement and made a positive contribution to the West Sussex Voluntary and Community Sector Infrastructure Alliance. This is made up of the four place-based organisations across West Sussex. VAAC manage all the Alliance's funding and driven forward joint working and collaborations.

Future Plans

VAAC will devise and consult a new three year strategy. This document will drive the development of the organisation. It will reflect both the changing VCSE landscape and the wider societal issues that impact on individuals, families and communities of Arun and Chichester Districts.

Organisation

Voluntary Action in Arun and Chichester (VAAC) is governed by its board of trustees who set the policy of the charity. The policies are implemented by the trustees. Charity members also take part in the policy making activity of the charity by passing resolutions at the annual general meeting. The Trustee Board consists of elected trustees and appointed trustees. Elected trustees are elected at Annual General Meetings and appointed trustees are appointed at an ordinary meeting of the Trustee Board. The Trustee Board meets at least 4 times a year.

Status and administration

VOLUNTARY ACTION ARUN & CHICHESTER is a registered charity (Charity number: 1113641) and a company limited by guarantee (Company number: 05667986).

The charity is governed by its Memorandum and Articles of Association as issued on incorporation on 6th January 2006 and amended by special resolution on 24th November 2011 further amended by resolution on 13th July 2016, which is based upon the standard constitution of the National Association for Voluntary and Community Action (NAVCA).

Financial results

The financial statements comply with current statutory requirements, the Statement of Recommended Practice – "Accounting and Reporting by Charities": the Charities SORP 2005, the Financial Reporting Standards for Smaller Entities (effective January 2015) and with the requirements of the Council's governing documents.

The results for the year are set out in the Statement of Financial Activities.

VOLUNTARY ACTION ARUN & CHICHESTER **(A Company Limited by Guarantee)**

The charity is dependent on grants for the majority of its income. These grants together with a small amount of investment income and donations have enabled the charity to fund its activities.

Reserves policy

At 31st March 2022, the charity held reserves of £258,544 (2021: £292,621) of which £47,309 (2021: £83,080) were restricted.

The trustees aim to maintain sufficient reserves to meet six months operating expenses and the ongoing staff structure £91,194 and have also allocated £21,000 towards the annual full time costs of the Volunteer Advisor. The resultant balance of £99,041 unrestricted reserve. The levels of reserves that are held are to be used to continue the objects of the organisation.

Risk management

The trustees have introduced a formal risk management process to assess business risks and implement risk management strategies. This involved identifying the types of risks the organisation faces, prioritising them in terms of potential impact and likelihood of occurrence and identifying means of mitigating risks. As part of this process the trustees have reviewed the adequacy of the organisation's current internal controls.

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 March 2022

The trustees are pleased to report that the charity's internal financial controls, in particular, conform to guidelines issued by the Charity Commission.

Trustee training

New trustees are made familiar with their legal obligations under charity law, the contents of the charity's governing regulations, the committee and decision making process and the recent financial performance of the charity. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

Public benefit

The current activities of the charity are detailed in the annual report. The trustees confirm that they have referred to the guidance contained in the Charity Commission's guidance on public benefit when reviewing the company's aims and objectives and in planning future activities.

Disclosure of information to the independent examiner

So far as each trustee at the date of approval of this report is aware

- There is no relevant accounting information of which the company's independent examiners are unaware and
- The trustees have taken all steps that they ought to have to make themselves aware of any relevant accounting information for the examination and to establish that the independent examiners are aware of that information.

Office address

Town Hall
Clarence Road
Bognor Regis
West Sussex. PO21 1LD

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

	West Sussex. PO21 1LD
Bankers	Barclays Bank plc 5 East Street Chichester West Sussex. PO19 1HH
Independent examiners	Watling and Hirst Limited Cawley Place 15 Cawley Road Chichester West Sussex. PO19 1UZ

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 March 2022

Trustees

The trustees of the charity, who are also the directors of the charitable company, who served during the year were:

Mrs. Sue Holmes	Mr. Antony John Sneller (until 02/02/22)
Mr. Chris Dawe	Mr. Leslie David Ribbens (until 10/03/22)
Mr. Nik Demetriades (until 21/07/21)	Mrs. Joanne Kondabeka
Ms. Miranda Litchfield	Ms. Julie Budge (until 02/02/22)
Ms. Sarah Morgan (from 05/05/21)	Ms. Tracey Stakes (from 02/02/22)
Mr. Robert Hayes (from 02/02/22)	

None of the trustees has any beneficial interest in the charity. All of the trustees are members of the charity and guarantee to contribute an amount not exceeding £1 in the event of a winding up.

Trustees' responsibilities

The trustees (who are also the directors of the charitable company) are responsible for preparing the Directors' and Trustees' report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). Company law requires the trustees to prepare financial statements for each financial period which give a true and fair view of the state of the charitable company's affairs and of the incoming resources and application of resources including the income and expenditure of the charitable company for the year. In preparing these financial statements the trustees are required to:-

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operations.

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

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

The financial statements have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

The report of the trustees was approved by the board on the 7th July 2022 and signed on its behalf by:

Sue Holmes
.....

Sue Holmes Chair

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

STATEMENT OF FINANCIAL ACTIVITIES
(including Income & Expenditure Account)
FOR THE YEAR ENDED 31ST MARCH 2022

	Notes	Unrestricted Funds	Restricted Funds	Total 2022	Total 2021
Income and Endowments from:					
Charitable activities	2	166,405	263,690	430,095	434,798
Investments	3	1,764	0	1,764	1,981
Other	4	9,044	0	9,044	15,069
Total		177,213	263,690	440,904	451,848
Expenditure on:					
Charitable activities	5	174,434	299,462	473,896	433,071
Other	5	1,733	0	1,733	1,683
Total		176,167	299,462	475,628	434,754
Net Gains/(Losses) on investment assets		647	0	647	9,357
Net income/(expenditure)		1,693	-35,771	-34,078	26,451
Transfers between funds		0	0	0	0
Net Movement in Funds		1,693	-35,771	-34,078	26,451
Reconciliation of Funds:					
Total Funds balances brought forward at 1st April 2021		209,541	83,080	292,621	266,169
Total Funds balances carried forward at 31st March 2022		211,234	47,309	258,544	292,621

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities. The Notes at pages 9 to 15 form part of these accounts.

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

BALANCE SHEET
AS AT 31ST MARCH 2022

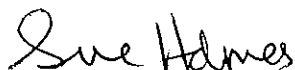
	Notes	2022	2021
Fixed Assets			
Tangible Assets	7	0	0
Investment Assets	8	72,946	70,914
Total Fixed Assets		72,946	70,914
Current Assets			
Debtors	9	2,444	818
Cash at bank and in hand		195,658	224,276
		198,102	225,094
Creditors : Amounts falling due within one year	10	-12,503	-3,386
Net Current Assets		185,599	221,708
Net Assets		258,544	292,621
Represented By:			
Restricted Funds	11	47,309	83,080
Unrestricted Funds	11	211,236	209,541
Total Funds	11, 12	258,545	292,622

For the financial year ended 31 March 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements.

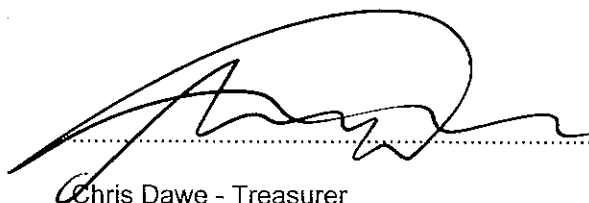
The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

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

The financial statements were approved by the trustees and authorised for issue on the 7th July 2021 and signed on their behalf by.



Sue Holmes - Chair



Chris Dawe - Treasurer

VOLUNTARY ACTION ARUN & CHICHESTER

(A Company Limited by Guarantee)

Company Registration No. 05667986

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2022

1 Accounting policies

Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102), amended by Charities SORP (FRS 102) Update Bulletin 1 (effective 1 January 2016), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Voluntary Action Arun & Chichester meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

These financial statements for the year ended 31 March 2022 are prepared in accordance with FRS 102, the Financial Reporting Standard applicable in the UK and Republic of Ireland.

There are no material uncertainties about Voluntary Action Arun & Chichester's ability to continue as a going concern.

Incoming resources

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably. Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of a specified service is deferred until the criteria for income recognition are met.

Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

VOLUNTARY ACTION ARUN & CHICHESTER **(A Company Limited by Guarantee)**

Resources expended

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

Expenditure is accounted for on an accruals basis and allocated to appropriate headings in the financial statements. Items recharged by unrestricted funds are included as project costs in restricted funds.

Governance costs include all expenditure incurred in running the charity as an organisation.

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Apportionment of expenses

Expenditure has been apportioned between charitable expenditure and governance costs, on the basis of direct apportionment.

Depreciation

Fixed assets are capitalised and depreciated over the estimated useful lives of the assets as follows:
Office equipment: 4 years straight line

Taxation

The council is a registered charity and is therefore not subject to corporation tax charge.

Operating leases

Rentals payable under operating leases are charged to the statement of financial activities on a straight line basis over the least term.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the council.

Restricted funds represent funds received for specific projects. The costs of raising and administering together with direct costs are charged against specific funds as set out in note 11 to the financial statements.

Retirement benefits

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

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

NOTES TO THE ACCOUNTS (Continued)

FOR THE YEAR ENDED 31ST MARCH 2022

NOTES TO THE ACCOUNTS	Unrestricted Funds	Restricted Funds	Total 2022	Total 2021
Income and endowments from:				
2. Charitable Activities				
Grants to assist core functions of VAAC	166,405	0	166,405	168,268
Bersted Green Learning Centre	0	1,875	1,875	11,382
Partnership Officer	0	50,000	50,000	50,000
West Sussex VCSI Alliance	0	140,288	140,288	145,306
Boltini Trust	0	0	0	3,885
High Sheriff of West Sussex	0	1,000	1,000	0
Sussex Community Foundation	0	0	0	17,017
Lottery (Celebrate National Lottery 25)	0	0	0	940
NAVCA	0	1,500	1,500	3,000
Arun & Chichester Food Partnership	0	40,000	40,000	20,000
Community Champions	0	-4,972	-4,972	15,000
Chichester City Council	0	1,000	1,000	0
Contain Outbreak Management Fund	0	33,000	33,000	0
	166,405	263,690	430,095	434,798
2. Grant Funding				
Arun District Council	51,373	-4,972	46,401	75,950
Chichester City Council	0	1,000	1,000	2,286
Chichester District Council	47,600	0	47,600	52,600
Coastal West Sussex Commissioning Group	0	50,000	50,000	50,000
Littlehampton Town Council	1,650	0	1,650	1,650
Lottery (Celebrate National Lottery 25)	0	0	0	940
West Sussex County Council	65,782	213,288	279,070	221,070
Other	0	2,500	2,500	28,920
	166,405	261,816	428,221	433,416
3. Investments				
Bank Interest	378	0	378	390
Investment Dividends	1,385	0	1,385	1,591
Total	1,764	0	1,764	1,981
4. Other				
Project Management	8,574	0	8,574	12,143
Recharged Facilities/Equipment	470	0	470	226
VAAC Service Charge	0	0	0	2,700
Total	9,044	0	9,044	15,069

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

NOTES TO THE ACCOUNTS (Continued)

FOR THE YEAR ENDED 31ST MARCH 2022

	Staff & Consultancy	Premises	Communications & Promotion	Governance	Other Support	Total 2022	Total 2021
5. Expenditure on:							
VAAC	149,123	7,282	17,778	1,733	251	176,167	177,947
Bersted Green Learning Centre	22	943	3,104	0	0	4,069	9,356
Partnership Officer	15,604	0	6,481	0	35,000	57,085	41,902
West Sussex VCSI Alliance	1,990	0	0	0	137,749	139,739	169,104
Boltini Trust	1,857	0	1,228	0	0	3,085	3,300
Awards for All	0	0	0	0	0	0	1,144
High Sheriff of West Sussex	1,000	0	0	0	0	1,000	0
Sussex Community Foundation	6,120	0	1,335	0	0	7,455	9,562
Lottery (Celebrate National Lottery 25)	0	0	0	0	0	0	940
NAVCA	3,000	0	0	0	0	3,000	1,500
Arun & Chichester Food Partnership	0	0	0	0	40,000	40,000	20,000
Community Champions	10,028	0	0	0	0	10,028	0
Chichester City Council	412	0	588	0	0	1,000	0
Contain Outbreak Management Fund	2,980	0	3,280	0	26,740	33,000	0
	192,137	8,225	33,794	1,733	239,740	475,628	434,754

6. Staff Costs	2022	2021
Salaries	162,832	160,993
Social Security Costs	8,412	7,714
Pension (Employer)	9,046	7,902
	180,289	176,609
Number of employees on an FTE Basis	5.6	5.9
Average Number of full and part time staff	8	8

There were no employees whose emoluments exceeded £60,000.

No trustee received remuneration during the year.

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

NOTES TO THE ACCOUNTS (Continued)

FOR THE YEAR ENDED 31ST MARCH 2022

	Plant & Equipment	Total
7. Tangible Fixed Assets		
Cost or Valuation		
1st April 2021	7,394	7,394
Additions	0	0
Disposals	0	0
31st March 2022	7,394	7,394
Depreciation		
1st April 2021	7,394	7,394
Charge for the Year	0	0
Eliminated on Disposal		0
31st March 2022	7,394	7,394
Net Book Value		
31st March 2022	0	0
1st April 2021	0	0
8. Investment Fixed Assets	2022	2021
Carrying (market) value at the start of year	70,914	59,965
Add: additions to investment at cost	1,385	1,591
Add/(deduct): net gain/(loss) on revaluation	647	9,357
Carrying (market) value at the end of year	72,946 ✓	70,914
9. Debtors	2022	2021
Debtors	0	200
Prepayments	2,444	618
	2,444 ✓	818
10. Creditors	2022	2021
Other Creditors & Accruals	12,503	3,386
Deferred Income	0	0
	12,503 ✓	3,386

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

11. MOVEMENT IN FUNDS	1st April 2021	Incoming Resources	Resources Expended	Transfers	31st March 2022
Unrestricted Funds:-					
General Funds	209,541	177,214	175,520	0	211,235
Total Unrestricted	209,541	177,214	175,520	0	211,235
Restricted Funds:-					
Bersted Green Learning Centre	16,986	1,875	4,069	-14,792	0
Partnership Officer	29,406	50,000	57,085	0	22,321
West Sussex VCSi Alliance	9,648	140,288	139,739	0	10,197
Boltini Trust	3,085	0	3,085	0	0
High Sheriff of West Sussex	0	1,000	1,000	0	0
Sussex Community Foundation	7,455	0	7,455	0	0
Arun & Chichester Food Partnership	0	40,000	40,000	0	0
NAVCA	1,500	1,500	3,000	0	0
Arun Wide Projects	0	0	0	14,792	14,792
Community Champions	15,000	-4,972	10,028	0	0
Chichester City Council	0	1,000	1,000	0	0
Contain Outbreak Management Fund	0	33,000	33,000	0	0
Total Restricted Funds	83,080	263,691	299,462	0	47,309
Total Funds	292,621	440,904	474,982	0	258,544

12. Analysis of Net Assets Between Funds

	Unres. Funds	Res Funds	Total Funds
Tangible Fixed Assets			0
Investment Assets	72,946	0	72,946
Current Assets	147,425	50,677	198,102
Current Liabilities	-9,135	-3,368	-12,503
	211,235	47,309	258,544

13. Independent Examination

	2022	2021
Independent Examiner Fee	1,650	1,650
Underprovision in prior year	13	33

Notes on Restricted Funds

- **Bersted Green Learning Centre** is owned by Arun District Council but was managed by Voluntary Action Arun & Chichester until August 2021.
- **The Partnership Officer** is funded by the Clinical Commissioning Group. 50% of the funds are passed to Brighton & Hove Community Works for a similar role in the Worthing & Adur Area.
- **The West Sussex VCSi Alliance** is funded by West Sussex County Council and is an alliance of Voluntary Actions across West Sussex. Approximately 70% of the funds received are passed directly on.

VOLUNTARY ACTION ARUN & CHICHESTER

(A Company Limited by Guarantee)

- **The Boltini Trust** brought forward balance was to fund a Digital Strategy.
- **Sussex Community Foundation** brought forward balance was to fund BAME research and COVID support.
- **NAVCA** brought forward balance was for Emergency Partnership Work.
- **Community Champions.** This project was funded by Arun District Council and unspent funds were returned to the Council during 2021-22
- **Chichester City Council** fund was to support a Volunteer Recruitment Fair
- **High Sheriff of West Sussex** fund was for a Digital Inclusion Conference
- **Arun & Chichester Food Partnership.** Voluntary Action Arun & Chichester received the funds direct from West Sussex County Council and Chichester District Council and passed them on to Arun & Chichester CAB as the host organisation for a co-ordinators role.
- **Arun Projects.** This fund was created by the residue following the decision to discontinue the running of the Bersted Green Learning Centre. The funds will be spent on Arun only projects.
- **Contain Outbreak Management Fund (COMF)** fund is to support the costs of a County wide delivery of volunteering recruitment. 80% of the funds were passed directly to Alliance members

14 Company Limited by Guarantee

VOLUNTARY ACTION ARUN & CHICHESTER is a company limited by guarantee. Every member of the Trust undertakes to contribute to the assets of the company, in the event of the same being wound up while they are a member or within one year after they cease to be a member for payment of the debts and liabilities of the company contracted before they cease to be a member and the costs, charges and expenses of winding up and for the adjustment of the rights of the contributories among themselves such amount as may be required not exceeding £1.

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF

THE VOLUNTARY ACTION ARUN & CHICHESTER ("the Company")

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2022, which are set out on pages 5 to 15.

Responsibilities and basis of report

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

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

Independent examiner's statement

The company's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Association of Chartered Certified Accountants.

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

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- 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
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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.

.....

 Mr Tony Rose FCCA - Director
 Watling & Hirst Limited
 Chartered Certified Accountants
 Cawley Place
 15 Cawley Road
 Chichester, West Sussex, PO19 1UZ

Date: 8/7/2022

VOLUNTARY ACTION ARUN AND CHICHESTER

England & Wales - Charity number 1113641

Accounts

VOLUNTARY ACTION ARUN & CHICHESTER
CHAIRMAN'S STATEMENT, TRUSTEES' REPORT
AND
INDEPENDENTLY EXAMINED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2021

Company No. 05667986

Registered Charity No. 1113641

VOLUNTARY ACTION ARUN & CHICHESTER **(A Company Limited by Guarantee)**

TRUSTEES' REPORT FOR THE YEAR ENDED 31 March 2021

The trustees present their report together with the council's financial statements that have been independently examined for the year ended 31st March 2021.

Objects

To provide a focus for voluntary organisations and to facilitate and ease communication between the voluntary and statutory sectors and to encourage action in partnership, striving towards a just society with equal opportunities for all.

Organisation

The council is governed by its board of trustees who set the policy of the charity. The policies are implemented by the trustees. Charity members also take part in the policy making activity of the charity by passing resolutions at the annual general meeting. The Trustee Board consists of elected trustees and appointed trustees. Elected trustees are elected at Annual General Meetings and appointed trustees are appointed at an ordinary meeting of the Trustee Board. The Trustee Board meets at least 4 times a year.

Status and administration

VOLUNTARY ACTION ARUN & CHICHESTER is a registered charity (Charity number: 1113641) and a company limited by guarantee (Company number: 05667986).

The charity is governed by its Memorandum and Articles of Association as issued on incorporation on 6th January 2006 as amended on 3rd November 2011, which is based upon the standard constitution of the National Association for Voluntary and Community Action (NAVCA).

Financial results

The financial statements comply with current statutory requirements, the Statement of Recommended Practice – "Accounting and Reporting by Charities": the Charities SORP 2005, the Financial Reporting Standards for Smaller Entities (effective January 2015) and with the requirements of the Council's governing documents.

The results for the year are set out in the Statement of Financial Activities.

Review of activities, achievements and developments

The charity is dependent on grants for the majority of its income. These grants together with a small amount of investment income and donations have enabled the charity to fund its activities.

Reserves policy

At 31st March 2021, the charity held reserves of £292,621 (2020: £266,169) of which £83,080 (2020: £73,356) were restricted. The unrestricted reserves are to be used to continue the objects of the organisation and to ensure maintenance of the staff structure. The trustees aim to maintain sufficient reserves to meet six months operating expenses and the ongoing staff structure. The levels of reserves that are held are to be used to continue the objects of the organisation.

Risk management

The trustees have introduced a formal risk management process to assess business risks and implement risk management strategies. This involved identifying the types of risks the organisation faces, prioritising them in terms of potential impact and likelihood of occurrence and identifying means of mitigating risks. As part of this process the trustees have reviewed the adequacy of the organisation's current internal controls.

VOLUNTARY ACTION ARUN & CHICHESTER **(A Company Limited by Guarantee)**

TRUSTEES' REPORT FOR THE YEAR ENDED 31 March 2021

The trustees are pleased to report that the charity's internal financial controls, in particular, conform to guidelines issued by the Charity Commission.

Covid Statement

During the year to March 2021, the charity took steps (in line with government advice) to help contain the outbreak of COVID-19. This included the temporary suspension of all physical gatherings and the charity has had to curtail, or change, how it operates; the charity has been able to continue many of its activities using online media. We played a key role keeping community organisations informed of Covid-related news, regulations, emergency funding and more.

The trustees are monitoring income and expenditure and, if it becomes necessary, will take measures to mitigate the impact of COVID-19 on the charity's free reserves.

Trustee training

New trustees are made familiar with their legal obligations under charity law, the contents of the charity's governing regulations, the committee and decision making process and the recent financial performance of the charity. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

Public benefit

The current activities of the charity are detailed in the annual report. The trustees confirm that they have referred to the guidance contained in the Charity Commission's guidance on public benefit when reviewing the company's aims and objectives and in planning future activities.

Disclosure of information to the independent examiner

So far as each trustee at the date of approval of this report is aware

- There is no relevant accounting information of which the company's independent examiners are unaware and
- The trustees have taken all steps that they ought to have to make themselves aware of any relevant accounting information for the examination and to establish that the independent examiners are aware of that information.

Office address	Town Hall Clarence Road Bognor Regis West Sussex. PO21 1LD
Registered office	Town Hall Clarence Road Bognor Regis West Sussex. PO21 1LD
Bankers	Barclays Bank plc 5 East Street Chichester West Sussex. PO19 1HH
Independent examiners	Watling and Hirst Limited Cawley Place 15 Cawley Road Chichester West Sussex. PO19 1UZ

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

TRUSTEES' REPORT FOR THE YEAR ENDED 31 March 2021

Trustees

The trustees of the charity, who are also the directors of the charitable company, who served during the year were:

Mr. Antony John Sneller (Chair until 23/09/20)	Mrs. Sue Holmes (Chair from 23/09/20)
Mr. Chris Dawe	Mr. Leslie David Ribbens
Mr. Nik Demetriades	Mrs. Joanne Kondabeka
Ms. Miranda Litchfield	Ms. Julie Budge (from 21/10/20)

None of the trustees has any beneficial interest in the charity. All of the trustees are members of the charity and guarantee to contribute an amount not exceeding £1 in the event of a winding up.

Trustees' responsibilities

The trustees (who are also the directors of the charitable company) are responsible for preparing the Directors' and Trustees' report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

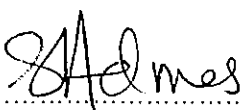
Company law requires the trustees to prepare financial statements for each financial period which give a true and fair view of the state of the charitable company's affairs and of the incoming resources and application of resources including the income and expenditure of the charitable company for the year. In preparing these financial statements the trustees are required to:-

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operations.

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

The financial statements have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

The report of the trustees was approved by the board on the 14th July 2021 and signed on its behalf by:


.....

Sue Holmes Chair

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

STATEMENT OF FINANCIAL ACTIVITIES
(including Income & Expenditure Account)
FOR THE YEAR ENDED 31ST MARCH 2021

INCOME & EXPENDITURE	Notes	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
Income and endowments from:					
Charitable activities	2	168,268	266,530	434,798	383,673
Investments	3	1,981	0	1,981	2,385
Other	4	15,069	0	15,069	13,559
Total Incoming Resources		185,318	266,530	451,848	399,617
Expenditure on:					
Charitable activities	5	176,264	256,807	433,071	369,935
Other	5	1,683	0	1,683	2,674
Total		177,947	256,807	434,754	372,609
Net Gains/(Losses) on Investment assets		9,357	0	9,357	-8,627
Net Income/(expenditure)		16,728	9,723	26,451	18,381
Transfers between funds		0	0	0	0
Net Movement in Funds		16,728	9,723	26,451	18,381
Reconciliation of funds:					
Fund balances brought forward at 1st April 2020		192,813	73,356	266,169	247,788
Fund balances carried forward at 31st March 2021		209,541	83,080	292,621	266,169

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities. The Notes at pages 7 to 14 form part of these accounts.

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

BALANCE SHEET
AS AT 31ST MARCH 2021

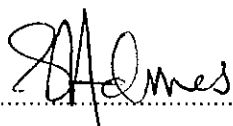
	Notes	2021	2020
Fixed Assets			
Tangible Assets	7	0	0
Investment Assets	8	70,914	59,965
Total Fixed Assets		70,914	59,965
Current Assets			
Debtors	9	818	696
Cash at bank and in hand		224,276	209,514
		225,094	210,210
Creditors : Amounts falling due within one year	10	-3,386	-4,006
Net Current Assets		221,708	206,203
Net Assets		292,621	266,168
Represented By:			
Restricted Funds	11	83,080	73,357
Unrestricted Funds	11	209,541	192,812
Total Funds	11, 12	292,621	266,170

For the financial year ended 31 March 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements.

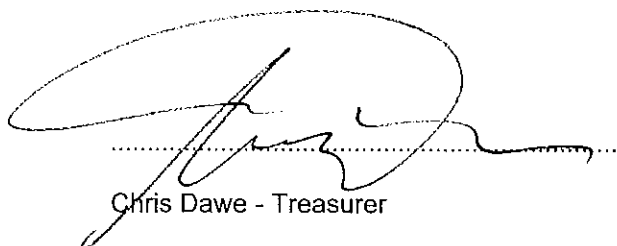
The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

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

The financial statements were approved by the trustees and authorised for issue on the 14th July 2021 and signed on their behalf by.



Sue Holmes - Chair



Chris Dawe - Treasurer

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

Company Registration No. 05667986

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2021

1 Accounting policies

Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102), amended by Charities SORP (FRS 102) Update Bulletin 1 (effective 1 January 2016), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Voluntary Action Arun & Chichester meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

These financial statements for the year ended 31 March 2021 are prepared in accordance with FRS 102, the Financial Reporting Standard applicable in the UK and Republic of Ireland.

There are no material uncertainties about Voluntary Action Arun & Chichester's ability to continue as a going concern.

Incoming resources

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably. Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of a specified service is deferred until the criteria for income recognition are met.

Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

VOLUNTARY ACTION ARUN & CHICHESTER

(A Company Limited by Guarantee)

Resources expended

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

Expenditure is accounted for on an accruals basis and allocated to appropriate headings in the financial statements. Items recharged by unrestricted funds are included as project costs in restricted funds.

Governance costs include all expenditure incurred in running the charity as an organisation.

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Apportionment of expenses

Expenditure has been apportioned between charitable expenditure and governance costs, on the basis of direct apportionment.

Depreciation

Fixed assets are capitalised and depreciated over the estimated useful lives of the assets as follows:
Office equipment: 4 years straight line

Taxation

The council is a registered charity and is therefore not subject to corporation tax charge.

Operating leases

Rentals payable under operating leases are charged to the statement of financial activities on a straight line basis over the least term.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the council.

Restricted funds represent funds received for specific projects. The costs of raising and administering together with direct costs are charged against specific funds as set out in note 11 to the financial statements.

Retirement benefits

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

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

NOTES TO THE ACCOUNTS (Continued)

FOR THE YEAR ENDED 31ST MARCH 2021

NOTES TO THE ACCOUNTS	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
Income and endowments from:				
2. Charitable Activities				
Grants to assist core functions of VAAC	168,268	0	168,268	164,882
Barsted Green Learning Centre	0	11,382	11,382	8,713
Partnership Officer	0	50,000	50,000	65,000
West Sussex VCSi Alliance	0	145,306	145,306	140,288
 Boltini Trust	 0	 3,885	 3,885	 2,500
Awards for All	0	0	0	2,290
Sussex Community Foundation	0	17,017	17,017	0
Lottery (Celebrate National Lottery 25)	0	940	940	0
NAVCA	0	3,000	3,000	0
Arun & Chichester Food Partnership	0	20,000	20,000	0
Community Champions	0	15,000	15,000	0
	168,268	266,530	434,798	383,673
2. Grant Funding				
Arun District Council	50,950	25,000	75,950	50,000
Chichester City Council	2,286	0	2,286	0
Chichester District Council	47,600	5,000	52,600	47,600
Coastal West Sussex Commissioning Group	0	50,000	50,000	65,000
Littlehampton Town Council	1,650	0	1,650	1,500
National Lottery	0	940	940	2,290
West Sussex County Council	65,782	155,288	221,070	206,070
Other	0	28,920	28,920	2,500
	168,268	265,148	433,416	374,960
3. Investments				
Bank Interest	390	0	390	439
Investment Dividends	1,591	0	1,591	1,946
	1,981	0	1,981	2,385
4. Other				
Project Management	12,143	0	12,143	11,411
Fund raising events	0	0	0	534
Recharged Facilities/Equipment	226	0	226	1,264
VAAC Service Charge	2,700	0	2,700	350
	15,069	0	15,069	13,559

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

NOTES TO THE ACCOUNTS (Continued)

FOR THE YEAR ENDED 31ST MARCH 2021

5. Expenditure on:	Staff & Consultancy	Premises	Communication & Promotion	Governance	Other Support	Total 2021 £	Total 2020 £
VAAC	156,227	7,000	13,037	1,683	0	177,947	181,066
Barsted Green Learning Centre	10	1,109	8,236	0	0	9,356	6,712
Mental Health Alliance	0	0	0	0	0	0	33,150
Partnership Officer	11,906	0	4,996	0	25,000	41,902	43,692
West Sussex VCSI Alliance	1,746	0	50	0	167,308	169,104	106,843
Boltini Trust	2,500	0	800	0	0	3,300	0
Awards for All	0	0	694	0	450	1,144	1,146
Sussex Community Foundation	7,869	0	1,693	0	0	9,562	0
Lottery (Celebrate National Lottery 25)	940	0	0	0	0	940	0
NAVCA	1,500	0	0	0	0	1,500	0
Arun & Chichester Food Partnership	0	0	0	0	20,000	20,000	0
	182,698	8,109	29,506	1,683	212,758	434,754	372,609

6. Staff Costs	2021 £	2020 £
Salaries	160,993	144,314
Social Security Costs	7,714	7,409
Pension (Employer)	7,902	6,185
	176,609	157,908
The average monthly number of employees during the year, calculated on a full-time equivalent basis.	5.9	5.5
average number of full and part time staff	8	8

There were no employees whose emoluments exceeded £60,000

No trustee received remuneration during the year.

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

NOTES TO THE ACCOUNTS (Continued)

FOR THE YEAR ENDED 31ST MARCH 2021

	Plant & Equipment	Total
7. Tangible Fixed Assets		
Cost or Valuation		
1st April 2020	7,394	7,394
Additions	0	0
Disposals	0	0
 31st March 2021	 7,394	 7,394
Depreciation		
1st April 2020	7,394	7,394
	0	0
Eliminated on Disposal		0
 31st March 2021	 7,394	 7,394
Net Book Value		
31st March 2021	0	0
1st April 2020	0	0
 8. Investment Fixed Assets	2021	2020
Carrying (market) value at the start of year	59,965	66,646
Add: additions to investment at cost	1,591	1,946
Add/(deduct): net gain/(loss) on revaluation	9,357	-8,627
Carrying (market) value at the end of year	70,914	59,965
 9. Debtors	2021	2020
Debtors	200	78
Prepayments	618	618
	818	696
 10. Creditors	2021	2020
Other Creditors & Accruals	3,386	4,006
Deferred Income	0	0
	3,386	4,006

VOLUNTARY ACTION ARUN & CHICHESTER (A Company Limited by Guarantee)

11. Movement in Funds	1st April 2020 £	Incoming Resources £	Resources Expended £	Transfers Funds £	31st March 2021 £
Unrestricted Funds:-					
General Funds for combating social exclusion and improving access to services	192,813	185,318	168,590	0	209,541
Total Unrestricted funds	192,813	185,318	168,590	0	209,541
Restricted Funds:-					
Bersted Green Learning Centre	14,960	11,382	9,356	0	16,986
Partnership Officer	21,308	50,000	41,902	0	29,406
West Sussex VCSi Alliance	33,445	145,306	169,104	0	9,648
Boltini Trust	2,500	3,885	3,300	0	3,085
Awards for All	1,144	0	1,144	0	0
Sussex Community Foundation	0	17,017	9,562	0	7,455
Lottery (Celebrate National Lottery 25)	0	940	940	0	0
NAVCA	0	3,000	1,500	0	1,500
Arun & Chichester Food Partnership	0	20,000	20,000	0	0
Community Champions	0	15,000	0	0	15,000
Total Restricted Funds	73,356	266,530	256,807	0	83,080
Total Funds	266,169	451,848	425,397	0	292,621

12. Analysis of Net Assets Between Funds

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Investment Assets	70,914	0	70,914
Current Assets	141,928	83,166	225,094
Current Liabilities	-3,301	-86	-3,386
	209,541	83,080	292,621

13. Independent Examination

	2021	2020
Independent Examiner Fee	1,650	1,600
Underprovision in prior year	33	153

Notes on Restricted Funds

- Bersted Green Learning Centre is owned by Arun District Council but is managed by Voluntary Action Arun & Chichester.
- The Partnership Officer is funded by the Clinical Commissioning Group. 50% of the funds are passed to Brighton & Hove Community Works for a similar role in the Worthing & Adur Area.
- The West Sussex VCSi Alliance is funded by West Sussex County Council and is an alliance of Voluntary Actions across West Sussex. Approximately 70% of the funds received are passed directly on.
- The Boltini Trust brought forward balance was to fund 3 Fundraiser sessions in 2020-21. The additional £3,885 received during 2020-21 was for a Digital Strategy.
- The Awards for All brought forward balance was for publicity and promotional materials.
- Sussex Community Foundation funds received comprised of three separate awards. These were for: i) mobile phones and IT support, ii) training events, iii) BAME research and COVID support.
- The Lottery was to fund CEO Forums for our members.
- NAVCA was for Emergency Partnership Work.
- Arun & Chichester Food Partnership. Voluntary Action Arun & Chichester received the funds direct from West Sussex County Council and Chichester District Council and passed them on to Arun & Chichester CAB as the host organisation for a co-ordinators role.
- Community Champions. This project has been funded by Arun District Council.

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

14 Company Limited by Guarantee

VOLUNTARY ACTION ARUN & CHICHESTER is a company limited by guarantee. Every member of the Trust undertakes to contribute to the assets of the company, in the event of the same being wound up while they are a member or within one year after they cease to be a member for payment of the debts and liabilities of the company contracted before they cease to be a member and the costs, charges and expenses of winding up and for the adjustment of the rights of the contributories among themselves such amount as may be required not exceeding £1.

VOLUNTARY ACTION ARUN & CHICHESTER
(A Company Limited by Guarantee)

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF

THE VOLUNTARY ACTION ARUN & CHICHESTER ("the Company")

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2021, which are set out on pages 5 to 13.

Responsibilities and basis of report

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

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

Independent examiner's statement

The company's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Association of Chartered Certified Accountants.

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

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- 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
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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.



.....
 Mr Tony Rose FCCA - Director
 Watling & Hirst Limited
 Chartered Certified Accountants
 Cawley Place
 15 Cawley Road
 Chichester, West Sussex, PO19 1UZ

Date: 16/7/2021