

COMMUNITY AND VOLUNTARY ACTION ELYTH VALLEY

22 Beaconsfield Street
Blyth
Northumberland

FINANCIAL ACCOUNTS FOR THE
YEAR ENDED 31 MARCH 2021

T.W.Tasker F.C.A.
Chartered Accountant

COMMUNITY AND VOLUNTARY ACTION ELYTH VALLEY

FINANCIAL ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021

CONTENTS

1. Directors and Trustees Annual Report
2. Accountants Report
3. Statement of Financial Activities
4. Balance Sheet
5. Notes to the Accounts
6. Detailed Statement of Financial Activities

COMMUNITY AND VOLUNTARY ACTION BLYTH VALLEY
DIRECTORS AND TRUSTEES ANNUAL REPORT
FOR THE YEAR ENDED 31 MARCH 2021

We present our Annual Report and Accounts for the above year.

REFERENCE AND ADMINISTRATIVE DETAILS

We are company limited by guarantee, not having a share capital, and a Registered Charity (No 1116430). We have operated successfully within the terms of our Memorandum and Articles of Association since our formation on 28 June 2006. The premises from which we operate are occupied on a rent-free lease, with well over sixty years left to run. Our Bankers are Unity Trust Bank, Nine Brindleyplace, Birmingham. We appoint Solicitors as necessary.

OBJECTS AND POLICIES

Our Objects continue to be to promote any charitable purpose for the benefit of the community in the Blyth Valley area (in particular the advancement of education, protection of health and the relief of poverty, distress and sickness), and to promote co-operation in the achievement of the above by bringing together representatives of voluntary organisations and statutory authorities within the area. Our Policies to achieve our Objects continue to be to promote, provide and carry on or assist in any way in the promotion, provision and carrying on of facilities of any kind pursuant to the Objects and to arrange and hold meetings, conferences and lectures. We refer to Charity Commission guidance on Public Benefit when reviewing our aims and objectives, and ensure that future plans remain focused on their achievement. Funding limits our activities, but no beneficiaries appropriate to our aims are excluded. Equal access to our services is important to us, and we promote local understanding of our work.

DIRECTORS AND TRUSTEES

The Directors in office during the year were M.Beresford, D.F.Vaughan (Treasurer) and D.Johnston. Trustees in office during the year were M.Beresford, D.F.Vaughan, D.Johnston, P.Smith and C.Nicholson.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and Appointment of Directors/Trustees

The Directors/Trustees seek to ensure that the users needs are reflected through the diversity of the Board. To enhance the potential pool of Directors/Trustees, selected individuals who may wish to become Directors/Trustees are approached as necessary. Directors/Trustees are re-appointed annually. They give their time voluntarily and receive no benefit.

Director Induction and Training

New Directors/Trustees are actively encouraged by the existing Directors/Trustees, having regard to any specialist skills required. New Directors/Trustees are briefed on their obligations under company and charity law, our Memorandum and Articles of Association, the Board and the decision making process, future plans and recent performance. They are encouraged to attend appropriate training, and made aware of relevant publications. Feedback is encouraged.

Risk Management

We have assessed (and reviewed regularly) the major risks to which we are exposed, in particular those related to our operations and finances, and are satisfied that systems are in place to mitigate our exposure. No major risks have been identified. A key element in our management of financial risk is the setting and regular review of our Reserves Policy.

RESERVES POLICY

Free reserves are those funds not tied up in Fixed Assets or Designated/Restricted funds. We forecast the level of reserves required to sustain operations, should income-generating activities be curtailed. After making provision for Redundancy Costs, free reserves increased from £13,388 to £50,886 during the year, equating to approximately 4.9 months of expenditure. It remains our view that it is prudent to ensure that there are sufficient free reserves to provide financial flexibility over the course of the forthcoming challenges.

Continued ...

COMMUNITY AND VOLUNTARY ACTION BLYTH VALLEY
DIRECTORS AND TRUSTEES ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2021

Continued ...

DEVELOPMENT, ACTIVITIES AND ACHIEVEMENTS

We have facilitated Covid and Hardship support for the local community during the pandemic and are in a good position to maintain that support.

FINANCIAL REVIEW

Our assets continue to be adequate and available to meet our obligations.

FUTURE DEVELOPMENTS

We have secured funding to maintain our development.

STATEMENT OF DIRECTORS/TRUSTEES RESPONSIBILITIES

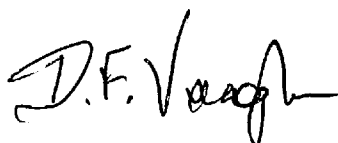
Law applicable to companies and charities in England & Wales requires us to prepare financial statements for each financial year which give a true and fair view of our financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, we should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that we will continue in operation.

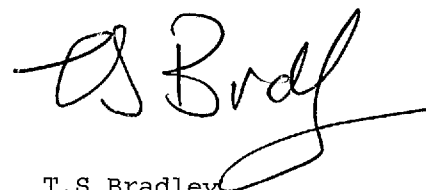
We are responsible for keeping accounting records which disclose with reasonable accuracy our financial position and which enable us to ascertain our financial position and which enable us to ensure that the financial statements comply with applicable law. We are also responsible for safeguarding our assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed

Signed



D.F. Vaughan
Director/Trustee



T.S. Bradley
Company Secretary

30 September 2021

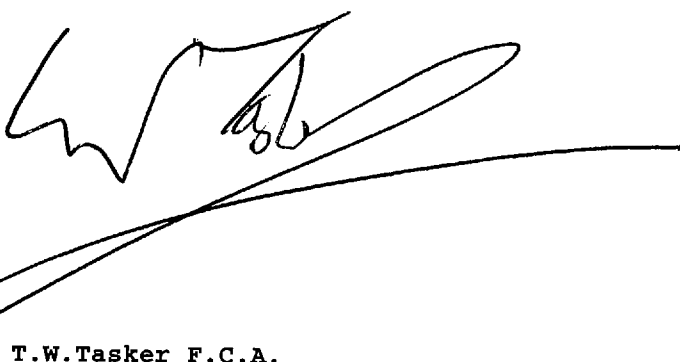
CHARTERED ACCOUNTANT'S REPORT TO THE BOARD OF DIRECTORS/TRUSTEES
ON THE PREPARATION OF THE UNAUDITED STATUTORY ACCOUNTS OF
COMMUNITY AND VOLUNTARY ACTION BLYTH VALLEY
FOR THE YEAR ENDED 31 MARCH 2021

In order to assist you to fulfil your duties under the Companies Act 2006, I have prepared for your approval the accounts of Community and Voluntary Action Blyth Valley (CVABV) for the year ended 31 March 2021 from the company's accounting records and from information and explanations you have given me.

As a practicing member of the Institute of Chartered Accountants in England and Wales (ICAEW), I am subject to its ethical and other professional requirements which are detailed at icaew.com/membershandbook.

This report is made solely to the Board of Directors of CVABV, as a body, in accordance with the terms of my engagement letter dated 30 September 2021. My work has been undertaken solely to prepare for your approval the accounts of CVABV and state those matters that I have agreed to state to them, as a body, in this report in accordance with AAF 2/10 as detailed at icaew.com/compilation. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than CVABV and its Board of Directors as a body for my work or for this report.

It is your duty to ensure that CVABV has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and Income and Expenditure of CVABV. You consider that CVABV is exempt from the statutory audit requirement for the year. I have not been instructed to carry out an audit or a review of the accounts of CVABV. For this reason, I have not verified the accuracy or completeness of the accounting records or information and explanations you have given me and I do not, therefore, express any opinion on the statutory accounts.



T.W.Tasker F.C.A.

Chartered Accountant

52A Station Road
Ashington
Northumberland

Tel (01670) 852342
tw.tasker@outlook.com

30 September 2021

COMMUNITY AND VOLUNTARY ACTION BLYTH VALLEY

STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2021

	Notes	<u>2021</u>			<u>2020</u>
		<u>Restricted</u>	<u>Unrestricted</u>	<u>Total</u>	<u>Total</u>
		£	£	£	£
<u>INCOME FROM:</u>					
Activities to further our Objects:					
Grants Received etc		89,550	100,849	190,399	54,097
<u>EXPENDITURE ON:</u>					
Operating Expenditure		61,595	63,351	124,946	54,502
<u>NET MOVEMENT IN FUNDS</u>	3	27,955	37,498	65,453	(405)
Total Funds Brought Forward		-	13,388	13,388	13,793
Total Funds Carried Forward		£ 27,955	50,886	78,841	13,388

None of our activities were acquired or discontinued and there were no recognised gains or losses other than as shown above during the above two financial years.

The notes on page 5 form part of these accounts.

COMMUNITY AND VOLUNTARY ACTION BLYTH VALLEY

Company No. 05860971

BALANCE SHEET**AS AT 31 MARCH 2021**

	Notes	2021			2020
		<u>Restricted</u>	<u>Unrestricted</u>	<u>Total</u>	<u>Total</u>
		£	£	£	£
FIXED ASSETS					
Tangible Assets	4	-	-	-	-
CURRENT ASSETS					
Sundry Debtors		-	1,441	1,441	11,391
Payments in Advance		-	347	347	349
Cash at Bank and in Hand		27,955	68,595	96,550	19,690
		27,955	70,383	98,338	31,430
CREDITORS :					
Amounts Becoming Due And Payable Within One Year	5	-	19,497	19,497	18,042
NET CURRENT ASSETS		27,955	50,886	78,841	13,388
TOTAL ASSETS					
LESS CURRENT LIABILITIES		£ 27,955	50,886	78,841	13,388
REPRESENTED BY:					
Total Funds	7	£ 27,955	50,886	78,841	13,388

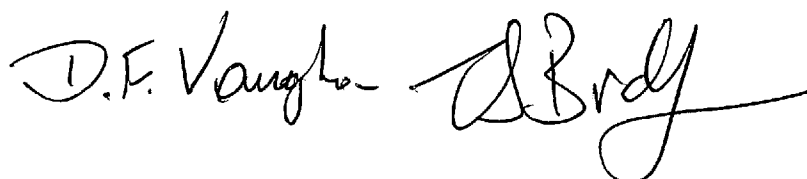
For the year ended 31 March 2021 the company was entitled to exemption from audit under Section 477(2) of the Companies Act 2006 relating to the small companies regime.

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:

- ensuring the company keeps accounting records which comply with Section 386; and
 - preparing accounts 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 Income and Expenditure for the financial year, in accordance with the requirements of Section 393, which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as is applicable to the company.
- These accounts are prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Signed on behalf of the
board of directors



D.F. Vaughan
Director

T.S. Bradley
Company Secretary

These financial statements were authorised for issue by the Board of Directors on 30 September 2021.

The notes on page 5 form part of these accounts.

COMMUNITY AND VOLUNTARY ACTION BLYTH VALLEY

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCE 2021

1. ACCOUNTING POLICIES

Basis of Accounting

The principal accounting policies adopted and judgements made in the preparation of the financial accounts are:

- a, The financial accounts 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)), and the Financial Reporting Standard applicable in the UK and Ireland (FRS 102), and on a going concern basis.
- b, As we meet the definition of a public benefit entity, assets and liabilities are initially recognised at historical cost or transaction value, unless otherwise stated.
- c, Unrestricted funds are available for use at the discretion of the Directors/Trustees in furtherance of our general objectives. Restricted funds are subject to restrictions on their expenditure imposed by the donor.

Income

All Income is included in the Statement of Financial Activities when we are entitled to the Income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of Income:

- Income received by way of Donations, Legacies etc is included in the Statement of Financial Activities when receivable. Where entitlement is not conditional on the delivery of a specific performance by ourselves, monies are recognised when we become unconditionally entitled to them. Monies related to performance and specific deliverables are accounted for as we earn the right to consideration by our performance.
- Investment Income is included when received.
- The value of services provided by volunteers has not been included in these accounts.

Expenditure

Expenditure is recognised on an accruals basis, including VAT. It comprises those costs incurred in the delivery of our activities and services. It includes both costs that can be allocated to such activities and those costs of an indirect nature necessary to support them.

Tangible Fixed Assets

Depreciation was provided at the following annual rate in order to write off each asset over its estimated useful life:

Office Equipment	33.3% on reducing balances
------------------	----------------------------

2. TAXATION

As a Registered Charity, we have no liability to taxation.

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021

3. NET MOVEMENT IN FUNDS

	<u>2021</u>	<u>2020</u>
	£	£
This is after charging:		
Staff Costs		
Directors Emoluments and Expenses	54,959	46,101
Depreciation of Tangible Fixed Assets	-	-
	-	-
Staff Costs comprise:	<u> </u>	<u> </u>
Wages and Salaries	45,163	37,931
Social Security Costs	4,174	3,506
Pension Contributions	4,779	3,861
Redundancy Provision	843	803
	<u>54,959</u>	<u>46,101</u>

No employee received emoluments of over £60,000 per annum. The average number of employees, calculated on the basis of full-time equivalents was 2 (2020 : 2). All employees belong to staff pension schemes (2020 : All).

4. TANGIBLE FIXED ASSETS

COST	Office Equipment
At 1 April 2020 and At 31 March 2021	£
	43,121
DEPRECIATION	<u> </u>
At 1 April 2020 and At 31 March 2021	43,121
NET BOOK VALUE	<u> </u>
At 31 March 2020 and At 31 March 2021	-

The premises from which we operate are occupied on a rent-free lease, with well over sixty years left to run.

5. CREDITORS: Amounts Becoming Due And Payable Within One Year:

	<u>2021</u>	<u>2020</u>
	£	£
Redundancy Provision	17,708	16,865
Sundry Creditors and Accrued Charges	1,789	1,177
	<u>19,497</u>	<u>18,042</u>

6. RELATED PARTY TRANSACTIONS

C.Nicholson (who is a Trustee of the Charity) and D.F.Vaughan (who is a Director of the Company and a Trustee of the Charity) are also Directors of Sustainable Community Enterprises North East Ltd (SCENE).

During the year ended 31 March 2021, CVABV provided services to SCENE to the value of £Nil (2020 : £1,200) and SCENE provided services to CVABV to the value of £699 2020 - £Nil).

COMMUNITY AND VOLUNTARY ACTION BLYTH VALLEY

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021

7. ANALYSIS OF RESTRICTED FUNDS

	Brought Forward £	Income £	Expenditure £	Carried Forward £
Bernicia Foundation (via Northumberland County Council)	-	20,000	2,769	17,231
The National Lottery	-	49,084	49,084	-
Operation Elf	-	12,816	5,492	7,324
New Delaval and Newsham Residents Association	-	7,650	4,250	3,400
	-	89,550	61,595	27,955

NATURE OF RESTRICTED FUNDS

Bernicia Foundation (via Northumberland County Council) funded our Covid and Hardship support.

The National Lottery funded our Covid relief support.

Operation Elf was our Christmas Appeal.

New Delaval and Newsham Residents Association funded our Development Support Services.

COMMUNITY AND VOLUNTARY ACTION BLYTH VALLEY

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2021

	<u>2021</u>			<u>2020</u>
	<u>Restricted</u>	<u>Unrestricted</u>	<u>Total</u>	<u>Total</u>
	£	£	£	£
<u>INCOME FROM:</u>				
Grants Received etc	89,550	100,859	190,399	54,097
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u>EXPENDITURE ON:</u>				
Staff Costs	25,328	29,631	54,959	46,101
Telephone Charges	-	851	851	715
Printing and Stationery	-	678	678	150
Property Costs and Equipment Renewals	-	4,832	4,832	5,557
Training, Consultancy Fees and Events	19,877	525	20,402	505
Coronavirus and Hardship Support	16,390	25,155	41,545	-
Sundry Expenses	-	343	343	618
Accountancy Fees	-	1,336	1,336	856
	<u>61,595</u>	<u>63,351</u>	<u>124,946</u>	<u>54,502</u>
<u>NET MOVEMENT IN FUNDS</u>	27,955	37,498	65,453	(405)
Total Funds Brought Forward	-	13,388	13,388	13,793
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total Funds Carried Forward	£ 27,955	50,886	78,841	13,388
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

None of our activities were acquired or discontinued and there were no recognised gains or losses other than as shown above during the above two financial years.

The notes on page 5 form part of these accounts.