

WEST DEVON COMMUNITY & VOLUNTARY SERVICES

England & Wales · Charity number 1119730

Details

Status Registered

Legal form Charitable company

Company number [06115797](#)

Registered 2007-06-19

Register [View on the Charity Commission register](#)

Contact

Address The Ockment Centre
North Street
Okehampton
EX20 1AR

Phone 01837 738133

Email info@westdevoncvcs.org.uk

Website westdevoncvcs.org.uk

Activities

Objects: A) TO PROMOTE ANY CHARITABLE PURPOSES FOR THE BENEFIT OF THE COMMUNITY PREDOMINANTLY BUT NOT EXCLUSIVELY IN WEST DEVON (HEREINAFTER CALLED "THE AREA OF BENEFIT") AND, IN PARTICULAR, THE ADVANCEMENT OF EDUCATION, THE PROTECTION OF HEALTH AND THE RELIEF OF POVERTY, DISTRESS AND SICKNESS;B) TO PROMOTE AND ORGANISE CO-OPERATION IN THE ACHIEVEMENT OF THE ABOVE PURPOSES AND TO THAT END TO BRING TOGETHER IN COUNCIL REPRESENTATIVES OF THE VOLUNTARY ORGANISATIONS AND STATUTORY AUTHORITIES WITHIN THE AREA OF BENEFIT.

Activities: Through our presence in Okehampton & Tavistock we provide infrastructure support to voluntary and community organisations in West Devon through developing capacity, providing information, helping organisations to influence policy and service development and supporting local volunteers through our volunteer centres

Classification

- **How:** Makes Grants To Organisations, Acts As An Umbrella Or Resource Body, Other Charitable Activities
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, The Prevention Or Relief Of Poverty, Economic/community Development/employment
- **Who:** Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- **Area of benefit:** WEST DEVON
- Devon

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£309,302	£343,232	-	-
2024-03-31	£245,425	£326,349	-	-
2023-03-31	£517,031	£385,683	£337,871	9
2022-03-31	£206,551	£191,344	-	-
2021-03-31	£262,112	£231,360	-	-

Trustees

Name	Role	Appointed
Kathryn Sarah Marjorie Vile	Chair	2021-10-25
Darren Newland		2024-02-06
Laura Bird		2025-02-27
Lesley Ann Harris		2026-04-27
Mark Cullen		2025-02-24
PHILIP KING		2011-12-16

WEST DEVON COMMUNITY & VOLUNTARY SERVICES

England & Wales - Charity number 1119730

Accounts

Company registration number: 06115797

Charity registration number: 1119730

West Devon Community and Voluntary Services

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2025



WESTCOTTS

CHARTERED ACCOUNTANTS
& BUSINESS ADVISERS

West Devon Community and Voluntary Services

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West Devon Community and Voluntary Services

Reference and Administrative Details

Trustees P King, Chair
K Vile
U Mann
D Newland
M Cullen (appointed 24 February 2025)
L Bird (appointed 27 February 2025)
C Acton (appointed 24 February 2025)

Charity Registration Number 1119730

Company Registration Number 06115797

Registered Office Ockment Centre
North Street
Okehampton
Devon
EX20 1AR

Independent Examiner Westcotts (SW) LLP
Independent examiner
Timberly
South Street
Axminster
Devon
EX13 5AD

Accountants Westcotts
Timberly
South Street
Axminster
Devon
EX13 5AD

West Devon Community and Voluntary Services

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2025.

Objectives and activities

Objects and aims

The charity supports the promotion of any charitable purposes for the benefit of the community in West Devon, in particular the advancement of education, the protection of health and the relief of poverty, distress and sickness. It also promotes and organises co-operation in the achievement of the above purposes and to that end to bring together in council representatives of the voluntary organisations and statutory authorities with West Devon, the area of benefit.

We do this through the provision of infrastructure support services to voluntary and community organisations. These services include:

- Development to improve the capacity and quality of voluntary and community organisations through training events and one to one development support
- Support through practical services such as our newsletter and electronic bulletin,
- Representation, facilitating collaboration between the voluntary sector and statutory partners on strategic partnerships at town, district locality and county level to ensure West Devon has a voice.
- Development Support and Liaison, identifying and prioritising the needs of local communities and facilitating local action to meet those needs
- Access to volunteering; developing volunteering opportunities with local groups and organisations and enabling volunteers to find suitable opportunities.

Public benefit

In planning our activities for the year we have kept in mind the Charity Commission guidance on public benefit.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievements and performance

Throughout the year we measure performance at every meeting of the Trustees using agreed Key Performance Indicators (KPIs).

KPI 1: Worked to ensure that communities and the VCSE sector were able to engage in, and influence decision making, policy development and service delivery. 2024 - 2025 KPIs (December 2025) revealed that we were on-track to meet the target of 8 Alliance Meetings with 6 held to date. Attendance data was similarly positive with 108 groups in attendance and 135 attendees. The Annual Surveys revealed that 100% of those attending found the meetings to be useful, providing a wider understanding of the landscape and helping to build relationships. Within this outcome we also measured the number of meetings attending with a pleasing number of 34 as the performance outturn. We also organised and ran 5 (3 recorded in KPIs to Trustees - 2 followed in the period to the end of the FY) special community events with 6012 plus members of the public and 92 plus groups in attendance - these figures were especially pleasing and exceeded expectations.

West Devon Community and Voluntary Services

Trustees' Report

KPI 2: People and groups have enhanced skills, knowledge and confidence to act and develop new responses to need because of WDCVS services. Although we did not meet our targets in relation to this measure, we did deliver 5 workshops with attendance in those recorded as 55 people and 24 groups. The lower-than-expected numbers in attendance were a consequence both of a change to rural outreach as opposed to town events and of inclement weather. In terms of the 1:1 support provided we delivered considerably more than expected and exceeded our target of 52 by 15 reaching 67.

KPI 3: People have access to more and increasingly diverse range of opportunities to become active citizens. The number of opportunities to engage with the community through volunteering was 16 and exceeded our baseline targeting form the previous year.

KPI 4: People and groups have stronger relationships and connections to local services. This KPI was driven through our Social Prescribing team. The numbers of people supported was positive with 252 in Tavistock Arae Wellbeing and 202 in North Devon Primary Care Network.

KPI 5: This KPI related to marketing with figures relating to Post Reach, Views, Interaction and Followers all positive.

Financial review

The total incoming resources generated during the year were £309,302 (2024: £245,425). A total of £299,728 (2024: £230,876) was received in grants.

Expenditure exceeded income during the year, but this was expected given the level of reserves that were held at the start of the year.

Policy on reserves

The Trustees are satisfied that the level of reserves as shown on the balance sheet are adequate to cover known and anticipated costs in the short term. Reserves will be kept to cover mandatory redundancy payments for staff and funds required to cover long term agreements. Reserves are required to cover six months for organisational staff and three months running costs. Further reserves will be kept to cover equipment replacements and a £10,000 contingency fund. The total reserves that the Trustees aim to hold is therefore £39,659. The level of reserves at 31 March 2025 is £223,017 (2024: £256,947) which exceeds the reserves policy. £219,774 of the reserves are held to fulfil conditions of grant agreements. The Trustees continue to review the allocation of funds.

West Devon Community and Voluntary Services

Trustees' Report

Structure, governance and management

Nature of governing document

The organisation is a charitable company limited by guarantee, incorporated on 19 February 2007 and registered as a charity on 19 June 2007. The charity was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of being wound up members are required to contribute £1.

The charity was formed in February 2007 to merge the activities of Okehampton & District CVS and Tavistock CVS.

With effect from 1 April 2007 the operating activities of both separate organisations were channelled into the newly created entity and from that point all reporting has been undertaken through the new charity.

Accordingly, all assets and liabilities of the separate charities were transferred into this charity.

Recruitment and appointment of trustees

Potential trustees are sent a Trustee Information Pack which is reviewed annually. They are required to complete an application form which is reviewed by all trustees. A conversation will then take place between either a nominated trustee or the Chief Officer. They are then invited to a trustees meeting to see the workings of the charity and meet fellow trustees. Following agreement from trustees that the potential trustee is accepted, they will be contacted and asked to confirm they are still interested. On receipt of this confirmation, a formal vote to accept the applicant as a trustee will be taken.

Induction and training of trustees

On being voted as a trustee, sessions are held with the Chair, Chief Officer and introductions made to staff. Copies of the latest set of accounts, the constitution, the last two trustee meetings and all associated papers (chief Officers report, financial reports etc) are also provided together with copies of relevant policies.

Organisational structure

The trustees meet at least 4 times a year.

Trustees meet with all staff twice a year.

Day to Day management of the charity is delegated to the Chief Officer.

Financial approval limits are in line with the agreed financial procedures. Agreements and projects beyond these limits are approved by the Trustees.

Trustees review the liabilities and risks on a regular basis at Trustee Meetings.

Statement of trustees' responsibilities

The trustees (who are also the directors of West Devon Community and Voluntary Services for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

West Devon Community and Voluntary Services

Trustees' Report

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including its income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping proper accounting records that can 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 trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The annual report was approved by the trustees of the charity on ^{5 Nov 2025} and signed on its behalf by:


.....
P King
Trustee

West Devon Community and Voluntary Services

Independent Examiner's Report to the trustees of West Devon Community and Voluntary Services ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2025.

Responsibilities and basis of report

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

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your 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

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 ICAEW, which is one of the listed bodies.

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

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

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


.....
Robyn Gifford-England ACA
Independent examiner
ICAEW

Timberly
South Street
Axminster
Devon
EX13 5AD

11 November 2025

West Devon Community and Voluntary Services

Independent Examiner's Report to the trustees of West Devon Community and Voluntary Services ('the Company')

Date: 11/11/25

PK
5/10/25

West Devon Community and Voluntary Services

Statement of Financial Activities for the Year Ended 31 March 2025 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Total 2025 £	Total 2024 £
Income and Endowments from:				
Donations and legacies	3	299,728	299,728	230,876
Charitable activities	4	5,020	5,020	8,553
Investment income	5	4,554	4,554	5,996
Total income		<u>309,302</u>	<u>309,302</u>	<u>245,425</u>
Expenditure on:				
Charitable activities	6	<u>(343,232)</u>	<u>(343,232)</u>	<u>(326,349)</u>
Total expenditure		<u>(343,232)</u>	<u>(343,232)</u>	<u>(326,349)</u>
Net expenditure		<u>(33,930)</u>	<u>(33,930)</u>	<u>(80,924)</u>
Net movement in funds		(33,930)	(33,930)	(80,924)
Reconciliation of funds				
Total funds brought forward		<u>256,947</u>	<u>256,947</u>	<u>337,871</u>
Total funds carried forward	14	<u><u>223,017</u></u>	<u><u>223,017</u></u>	<u><u>256,947</u></u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2024 is shown in note 14.

West Devon Community and Voluntary Services

(Registration number: 06115797)
Balance Sheet as at 31 March 2025

	Note	2025 £	2024 £
Current assets			
Debtors	11	12,501	27,576
Cash at bank and in hand	12	<u>243,675</u>	<u>260,375</u>
		256,176	287,951
Creditors: Amounts falling due within one year	13	<u>(33,159)</u>	<u>(31,004)</u>
Net assets		<u>223,017</u>	<u>256,947</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>223,017</u>	<u>256,947</u>
Total funds	14	<u>223,017</u>	<u>256,947</u>

For the financial year ending 31 March 2025 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

The financial statements on pages 8 to 20 were approved by the trustees, and authorised for issue on ~~03/11/2025~~ and signed on their behalf by:


.....
P King
Trustee

West Devon Community and Voluntary Services

Statement of Cash Flows for the Year Ended 31 March 2025

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05/11/25

	Note	2025 £	2024 £
Cash flows from operating activities			
Net cash expenditure		(33,930)	(80,924)
Adjustments to cash flows from non-cash items			
Investment income	5	<u>(4,554)</u>	<u>(5,996)</u>
		(38,484)	(86,920)
Working capital adjustments			
Decrease in debtors	11	15,075	18,684
Increase in creditors	13	<u>2,155</u>	<u>22,361</u>
Net cash flows from operating activities		(21,254)	(45,875)
Cash flows from investing activities			
Interest receivable and similar income	5	<u>4,554</u>	<u>5,996</u>
Net decrease in cash and cash equivalents		(16,700)	(39,879)
Cash and cash equivalents at 1 April		<u>260,375</u>	<u>300,254</u>
Cash and cash equivalents at 31 March		<u><u>243,675</u></u>	<u><u>260,375</u></u>

All of the cash flows are derived from continuing operations during the above two periods.

The notes on pages 11 to 20 form an integral part of these financial statements.

West Devon Community and Voluntary Services

Notes to the Financial Statements for the Year Ended 31 March 2025

1 Charity status

The charity is limited by guarantee, incorporated in England & Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

Ockment Centre
North Street
Okehampton
Devon
EX20 1AR

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

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)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

West Devon Community and Voluntary Services 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 notes.

Going concern

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

Judgements

The preparation of the financial statements requires management to make judgements that affect the amounts reported. There were however no significant judgements to disclose during the year.

Income and endowments

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

West Devon Community and Voluntary Services

Notes to the Financial Statements for the Year Ended 31 March 2025

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure

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

West Devon Community and Voluntary Services

Notes to the Financial Statements for the Year Ended 31 March 2025

Financial instruments

Classification

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Recognition and measurement

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

West Devon Community and Voluntary Services

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05/11/25*

Notes to the Financial Statements for the Year Ended 31 March 2025

3 Income from donations and legacies

	Unrestricted funds General £	Total 2025 £
Grants, including capital grants; Grants from other charities	299,728	299,728
	299,728	299,728
	Unrestricted funds General £	Total 2024 £
Grants, including capital grants; Grants from other charities	230,876	230,876
	230,876	230,876

4 Income from charitable activities

	Unrestricted funds General £	Total 2025 £
Cost centre running costs	5,020	5,020
	5,020	5,020
	Unrestricted funds General £	Total 2024 £
Cost centre running costs	8,553	8,553
	8,553	8,553

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West Devon Community and Voluntary Services

Notes to the Financial Statements for the Year Ended 31 March 2025

5 Investment income

	Unrestricted funds General £	Total 2025 £
Interest receivable and similar income; Interest receivable on bank deposits	4,554	4,554
	<u>4,554</u>	<u>4,554</u>
	Unrestricted funds General £	Total 2024 £
Interest receivable and similar income; Interest receivable on bank deposits	5,996	5,996
	<u>5,996</u>	<u>5,996</u>

6 Expenditure on charitable activities

	Note	Unrestricted funds General £	Total 2025 £
Cost centre running costs		32,595	32,595
Transitions moneywise		4,380	4,380
CH & SCT		6,015	6,015
Tavistock wellbeing		70,829	70,829
ND PCN		40,265	40,265
STP		1,443	1,443
WHH redress		47,762	47,762
Tavistock HWA		347	347
Okehampton health alliance		437	437
HOPE western		23,394	23,394
Ukraine support		6,346	6,346
WEST LCP participation		33,097	33,097
Winter pressures		42,893	42,893
A4A		8,285	8,285
TDA		19,817	19,817
CMHF Support		2,115	2,115
EAST LCP		983	983
OUC		63	63
Governance costs	7	<u>2,166</u>	<u>2,166</u>
		<u>343,232</u>	<u>343,232</u>

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West Devon Community and Voluntary Services

Notes to the Financial Statements for the Year Ended 31 March 2025

	Note	Unrestricted funds General £	Total 2024 £
Cost centre running costs		25,440	25,440
Southern car forum		1,628	1,628
Transitions moneywise		4,626	4,626
CH & SCT		2,129	2,129
Tavistock wellbeing		47,737	47,737
ND PCN		45,395	45,395
STP		2,810	2,810
WHH redress		66,836	66,836
Tavistock HWA		2,027	2,027
Okehampton health alliance		815	815
Core 20+		13,986	13,986
HOPE western		21,041	21,041
Ukraine support		9,265	9,265
WEST LCP participation		11,326	11,326
Winter pressures		61,264	61,264
TDA		8,024	8,024
Governance costs	7	2,000	2,000
		<u>326,349</u>	<u>326,349</u>

7 Analysis of governance and support costs

Governance costs

	Unrestricted funds General £	Total 2025 £
Independent examiner fees		
Examination of the financial statements	2,106	2,106
Other governance costs	60	60
	<u>2,166</u>	<u>2,166</u>
	Unrestricted funds General £	Total 2024 £
Independent examiner fees		
Examination of the financial statements	1,938	1,938
Other governance costs	62	62
	<u>2,000</u>	<u>2,000</u>

West Devon Community and Voluntary Services

Notes to the Financial Statements for the Year Ended 31 March 2025

8 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

West Devon Community and Voluntary Services

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Notes to the Financial Statements for the Year Ended 31 March 2025

9 Staff costs

The aggregate payroll costs were as follows:

	2025 £	2024 £
Staff costs during the year were:		
Wages and salaries	168,829	166,622
Social security costs	5,122	3,870
Pension costs	15,100	5,638
	<u>189,051</u>	<u>176,130</u>

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year was as follows:

	2025 No	2024 No
Number of staff	<u>13</u>	<u>11</u>

No employee received emoluments of more than £60,000 during the year.

10 Independent examiner's remuneration

	2025 £	2024 £
Examination of the financial statements	<u>2,106</u>	<u>1,938</u>

11 Debtors

	2025 £	2024 £
Trade debtors	<u>12,501</u>	<u>27,576</u>

12 Cash and cash equivalents

	2025 £	2024 £
Cash on hand	3	3
Cash at bank	<u>243,672</u>	<u>260,372</u>
	<u>243,675</u>	<u>260,375</u>

West Devon Community and Voluntary Services

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05/11/25

Notes to the Financial Statements for the Year Ended 31 March 2025

13 Creditors: amounts falling due within one year

	2025 £	2024 £
Trade creditors	31,206	29,304
Accruals	1,953	1,700
	<u>33,159</u>	<u>31,004</u>

14 Funds

	Balance at 1 April 2024 £	Incoming resources £	Resources expended £	Balance at 31 March 2025 £
Unrestricted funds				
<i>General</i>				
General Funds	<u>256,947</u>	<u>309,302</u>	<u>(343,232)</u>	<u>223,017</u>

	Balance at 1 April 2023 £	Incoming resources £	Resources expended £	Balance at 31 March 2024 £
Unrestricted funds				
<i>General</i>				
General Funds	<u>337,871</u>	<u>245,425</u>	<u>(326,349)</u>	<u>256,947</u>

15 Analysis of net assets between funds

	Unrestricted funds General £	Total funds at 31 March 2025 £
Current assets	256,176	256,176
Current liabilities	<u>(33,159)</u>	<u>(33,159)</u>
Total net assets	<u>223,017</u>	<u>223,017</u>
	Unrestricted funds General £	Total funds at 31 March 2024 £
Current assets	287,951	287,951
Current liabilities	<u>(31,004)</u>	<u>(31,004)</u>
Total net assets	<u>256,947</u>	<u>256,947</u>

West Devon Community and Voluntary Services

Notes to the Financial Statements for the Year Ended 31 March 2025

16 Related party transactions

There were no related party transactions in the year (2024: None).

WEST DEVON COMMUNITY & VOLUNTARY SERVICES

England & Wales - Charity number 1119730

Accounts

Company registration number: 06115797

Charity registration number: 1119730

West Devon Community and Voluntary Services

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2024



WESTCOTTS

CHARTERED ACCOUNTANTS
& BUSINESS ADVISERS

West Devon Community and Voluntary Services

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West Devon Community and Voluntary Services

Reference and Administrative Details

Trustees P King, Chair
K Vile
U Mann
J Bradley (resigned 26 October 2023)
D Newland (appointed 21 February 2024)

Charity Registration Number 1119730

Company Registration Number 06115797

Registered Office Ockment Centre
North Street
Okehampton
Devon
EX20 1AR

Independent Examiner Westcotts (SW) LLP
Independent examiner
Timberly
South Street
Axminster
Devon
EX13 5AD

Accountants Westcotts
Timberly
South Street
Axminster
Devon
EX13 5AD

West Devon Community and Voluntary Services

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2024.

Objectives and activities

Objects and aims

The charity supports the promotion of any charitable purposes for the benefit of the community in West Devon, in particular the advancement of education, the protection of health and the relief of poverty, distress and sickness. It also promotes and organises co-operation in the achievement of the above purposes and to that end to bring together in council representatives of the voluntary organisations and statutory authorities with West Devon, the area of benefit.

We do this through the provision of infrastructure support services to voluntary and community organisations. These services include:

- Development to improve the capacity and quality of voluntary and community organisations through training events and one to one development support
- Support through practical services such as our newsletter and electronic bulletin,
- Representation, facilitating collaboration between the voluntary sector and statutory partners on strategic partnerships at town, district locality and county level to ensure West Devon has a voice.
- Development Support and Liaison, identifying and prioritising the needs of local communities and facilitating local action to meet those needs
- Access to volunteering; developing volunteering opportunities with local groups and organisations and enabling volunteers to find suitable opportunities.

Public benefit

In planning our activities for the year we have kept in mind the Charity Commission guidance on public benefit.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievements and performance

Throughout the year we:

- Continued to provide access to volunteering opportunities to our shared online Platform Devon Connect, providing access to volunteering opportunities.
- Publicised 4 online volunteering campaigns with Devon Voluntary Action partners in the areas of Trustees Week, Youth Matters, Season for Change; Random Acts of kindness.
- Increased our use of social media to promote local volunteering opportunities.
- Maintained contact with 545 Voluntary and Community Organisations and projects based in, or delivering services to, West Devon providing them with good practice guidance and networking opportunities.

West Devon Community and Voluntary Services

Trustees' Report

- Delivered 4 Wellbeing events in Okehampton, Tavistock, Hatherleigh and Merton. Services supporting wellbeing were showcased to members of each local community. Over 700 members of the public attended with 90 groups participating.
- We provided one to one support to 54 groups in the areas of funding advice, governance and general information.
- Produced 10 electronic funding bulletins distributed to 700 recipients.
- Continued projects to support the health and wellbeing of individuals in North Dartmoor and Tavistock with grant agreements with the local Primary Care Networks. Supporting 543 individuals to link with community activities and services.
- This project allows us to identify gaps in VCSE services in Okehampton and Tavistock and working through our community development role, facilitate development of relevant services.
- Through the HOPE facilitator role we delivered 3 in person courses across West Devon supporting 36 people. HOPE (Help overcoming problems effectively) is funded by Torbay and South Devon Trust - courses we also arranged by the WDCVS facilitator in Mid Devon and Exeter.
- Attended multi agency team meetings for health and social care, as part of delivering a Voluntary Sector representative role.
- We continued to promote Devon Connect, a one stop community platform, as part of our participation in Devon Voluntary Action taking responsibility for the West Devon elements of the South Hams and West Devon landing page, community listings and volunteer opportunities.
- Our Health and Wellbeing Alliances continued to go from strength to strength. 11 meetings were held in the year from across all sectors. With 119 groups/services participating. The meetings discuss ways to meet identified needs through collaborative and partnership working. We regularly distribute relevant information to the networks outside of the meetings.
- Maintained **In Touch Tavi** and **In Touch Oke** as local online sources of help and support covering health, wellbeing, young people, families, money and debt advice, transport and local village support groups. These lists are frequently updated and evolving, reflecting current circumstances e.g. cost of living issues. We also provided local directories for each rural wellbeing event we delivered.
- We continued to support Ukrainian guests in West Devon to assimilate in the community funding local groups to provide activities and services to them. We also provided 28 grants to families with funding from a local donor.
- We implemented a peer support project in partnership with colleagues from South Hams Community Action.
- We ran a workshop to raise awareness of disabilities as the start of a programme of workshops funded through Awards for All.
- We are active participants in the two Local Care Partnerships and their sub groups covering West Devon ensuring that the views of the local sector are presented in the wider context and informing them of initiatives and opportunities from the LCPs.

Financial review

The total incoming resources generated during the year were £245,425 (2023: £517,030). A total of £230,876 (2023: £510,907) was received in grants.

Expenditure exceeded income during the year, but this was expected given the level of reserves that were held at the start of the year.

West Devon Community and Voluntary Services

Trustees' Report

Policy on reserves

The Trustees are satisfied that the level of reserves as shown on the balance sheet are adequate to cover known and anticipated costs in the short term. Reserves will be kept to cover mandatory redundancy payments for staff and funds required to cover long term agreements. Reserves are required to cover six months for organisational staff and three months running costs. Further reserves will be kept to cover equipment replacements and a £10,000 contingency fund. The total reserves that the Trustees aim to hold is therefore £39,659. The level of reserves at 31 March 2024 is £256,947 (2023: £337,870) which exceeds the reserves policy. £219,774 of the reserves are held to fulfil conditions of grant agreements. The Trustees continue to review the allocation of funds.

Structure, governance and management

Nature of governing document

The organisation is a charitable company limited by guarantee, incorporated on 19 February 2007 and registered as a charity on 19 June 2007. The charity was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of being wound up members are required to contribute £1.

The charity was formed in February 2007 to merge the activities of Okehampton & District CVS and Tavistock CVS.

With effect from 1 April 2007 the operating activities of both separate organisations were channelled into the newly created entity and from that point all reporting has been undertaken through the new charity.

Accordingly, all assets and liabilities of the separate charities were transferred into this charity.

Recruitment and appointment of trustees

Potential trustees are sent a Trustee Information Pack which is reviewed annually. They are required to complete an application form which is reviewed by all trustees. A conversation will then take place between either a nominated trustee or the Chief Officer. They are then invited to a trustees meeting to see the workings of the charity and meet fellow trustees. Following agreement from trustees that the potential trustee is accepted, they will be contacted and asked to confirm they are still interested. On receipt of this confirmation, a formal vote to accept the applicant as a trustee will be taken.

Induction and training of trustees

On being voted as a trustee, sessions are held with the Chair, Chief Officer and introductions made to staff. Copies of the latest set of accounts, the constitution, the last two trustee meetings and all associated papers (chief Officers report, financial reports etc) are also provided together with copies of relevant policies.

West Devon Community and Voluntary Services

Trustees' Report

Organisational structure

The trustees meet at least 4 times a year.

Trustees meet with all staff twice a year.

Day to Day management of the charity is delegated to the Chief Officer.

Financial approval limits are in line with the agreed financial procedures. Agreements and projects beyond these limits are approved by the Trustees.

Trustees review the liabilities and risks on a regular basis at Trustee Meetings.

Statement of trustees' responsibilities

The trustees (who are also the directors of West Devon Community and Voluntary Services for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including its income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping proper accounting records that can 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 trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The annual report was approved by the trustees of the charity on 20/1.1/2024 and signed on its behalf by:



.....
P King
Trustee

West Devon Community and Voluntary Services

Independent Examiner's Report to the trustees of West Devon Community and Voluntary Services ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2024.

Responsibilities and basis of report

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

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your 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

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

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

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



Robyn Gifford-England ACA
Independent examiner

Timberly
South Street
Axminster
Devon
EX13 5AD

Date: 22.11.24

West Devon Community and Voluntary Services

Statement of Financial Activities for the Year Ended 31 March 2024 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Total 2024 £	Total 2023 £
Income and Endowments from:				
Donations and legacies	3	230,876	230,876	510,907
Charitable activities	4	8,553	8,553	5,168
Investment income	5	5,996	5,996	956
Total income		<u>245,425</u>	<u>245,425</u>	<u>517,031</u>
Expenditure on:				
Charitable activities	6	<u>(326,349)</u>	<u>(326,349)</u>	<u>(385,684)</u>
Total expenditure		<u>(326,349)</u>	<u>(326,349)</u>	<u>(385,684)</u>
Net (expenditure)/income		<u>(80,924)</u>	<u>(80,924)</u>	<u>131,347</u>
Net movement in funds		(80,924)	(80,924)	131,347
Reconciliation of funds				
Total funds brought forward		<u>337,871</u>	<u>337,871</u>	<u>206,523</u>
Total funds carried forward	15	<u><u>256,947</u></u>	<u><u>256,947</u></u>	<u><u>337,870</u></u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2023 is shown in note 15.

West Devon Community and Voluntary Services

(Registration number: 06115797)
Balance Sheet as at 31 March 2024

	Note	2024 £	2023 £
Current assets			
Debtors	12	27,576	46,260
Cash at bank and in hand	13	<u>260,375</u>	<u>300,254</u>
		287,951	346,514
Creditors: Amounts falling due within one year	14	<u>(31,004)</u>	<u>(8,644)</u>
Net assets		<u>256,947</u>	<u>337,870</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>256,947</u>	<u>337,870</u>
Total funds	15	<u>256,947</u>	<u>337,870</u>

For the financial year ending 31 March 2024 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

The financial statements on pages 7 to 19 were approved by the trustees, and authorised for issue on 20/11/2024 and signed on their behalf by:



P King
Trustee

The notes on pages 10 to 19 form an integral part of these financial statements.

West Devon Community and Voluntary Services

Statement of Cash Flows for the Year Ended 31 March 2024

	Note	2024 £	2023 £
Cash flows from operating activities			
Net cash (expenditure)/income		(80,924)	131,347
Adjustments to cash flows from non-cash items			
Investment income	5	<u>(5,996)</u>	<u>(956)</u>
		(86,920)	130,391
Working capital adjustments			
Decrease/(increase) in debtors	12	18,684	(15,041)
Increase in creditors	14	<u>22,361</u>	<u>55</u>
Net cash flows from operating activities		(45,875)	115,405
Cash flows from investing activities			
Interest receivable and similar income	5	<u>5,996</u>	<u>956</u>
Net (decrease)/increase in cash and cash equivalents		(39,879)	116,361
Cash and cash equivalents at 1 April		<u>300,254</u>	<u>183,893</u>
Cash and cash equivalents at 31 March		<u><u>260,375</u></u>	<u><u>300,254</u></u>

All of the cash flows are derived from continuing operations during the above two periods.

The notes on pages 10 to 19 form an integral part of these financial statements.

West Devon Community and Voluntary Services

Notes to the Financial Statements for the Year Ended 31 March 2024

1 Charity status

The charity is limited by guarantee, incorporated in England & Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

Ockment Centre
North Street
Okehampton
Devon
EX20 1AR

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

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)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

West Devon Community and Voluntary Services 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 notes.

Going concern

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

Judgements

The preparation of the financial statements requires management to make judgements that affect the amounts reported. There were however no significant judgements to disclose during the year.

Key sources of estimation uncertainty

There were no key sources of estimation uncertainty to report during the year.

West Devon Community and Voluntary Services

Notes to the Financial Statements for the Year Ended 31 March 2024

Income and endowments

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

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure

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

West Devon Community and Voluntary Services

Notes to the Financial Statements for the Year Ended 31 March 2024

Financial instruments

Classification

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

Recognition and measurement

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

West Devon Community and Voluntary Services

Notes to the Financial Statements for the Year Ended 31 March 2024

3 Income from donations and legacies

	Unrestricted funds General £	Total 2024 £
Grants, including capital grants; Grants from other charities	230,876	230,876
	<u>230,876</u>	<u>230,876</u>
	Unrestricted funds General £	Total 2023 £
Grants, including capital grants; Grants from other charities	510,907	510,907
	<u>510,907</u>	<u>510,907</u>

4 Income from charitable activities

	Unrestricted funds General £	Total 2024 £
Cost centre running costs	8,553	8,553
	<u>8,553</u>	<u>8,553</u>
	Unrestricted funds General £	Total 2023 £
Cost centre running costs	5,168	5,168
	<u>5,168</u>	<u>5,168</u>

West Devon Community and Voluntary Services

Notes to the Financial Statements for the Year Ended 31 March 2024

5 Investment income

	Unrestricted funds General £	Total 2024 £
Interest receivable and similar income;		
Interest receivable on bank deposits	5,996	5,996
	<u>5,996</u>	<u>5,996</u>
	Unrestricted funds General £	Total 2023 £
Interest receivable and similar income;		
Interest receivable on bank deposits	956	956
	<u>956</u>	<u>956</u>

6 Expenditure on charitable activities

	Note	Unrestricted funds General £	Total 2024 £
Cost centre running costs		25,440	25,440
Southern car forum		1,628	1,628
Transitions moneywise		4,626	4,626
CH & SCT		2,129	2,129
Tavistock wellbeing		47,737	47,737
ND PCN		45,395	45,395
STP		2,810	2,810
WHH redress		66,836	66,836
Tavistock HWA		2,027	2,027
Okehampton health alliance		815	815
Core 20+		13,986	13,986
HOPE western		21,041	21,041
Ukraine support		9,265	9,265
WEST LCP participation		11,326	11,326
Winter pressures		61,264	61,264
TDA		8,024	8,024
Governance costs	7	2,000	2,000
		<u>326,349</u>	<u>326,349</u>

West Devon Community and Voluntary Services

Notes to the Financial Statements for the Year Ended 31 March 2024

	Note	Unrestricted funds General £	Total 2023 £
Cost centre running costs		33,624	33,624
Southern car forum		14,959	14,959
Transitions moneywise		13,003	13,003
CH & SCT		2,329	2,329
Tavistock wellbeing		54,547	54,547
ND PCN		50,629	50,629
STP		2,136	2,136
COMF		1,719	1,719
WHH redress		58,113	58,113
Tavistock HWA		575	575
COL grants		90,405	90,405
Core 20+		12,353	12,353
HOPE western		11,769	11,769
Ukraine support		4,335	4,335
WEST LCP participation		13,404	13,404
Winter pressures		19,528	19,528
Governance costs	7	2,256	2,256
		<u>385,684</u>	<u>385,684</u>

7 Analysis of governance and support costs

Governance costs

	Unrestricted funds General £	Total 2024 £
Independent examiner fees		
Examination of the financial statements	1,938	1,938
Other governance costs	62	62
	<u>2,000</u>	<u>2,000</u>
	Unrestricted funds General £	Total 2023 £
Independent examiner fees		
Examination of the financial statements	1,401	1,401
Other governance costs	855	855
	<u>2,256</u>	<u>2,256</u>

West Devon Community and Voluntary Services

Notes to the Financial Statements for the Year Ended 31 March 2024

8 Grant-making

Analysis of grants

	Grants to institutions 2023 £
Analysis	
COL grants	<u>90,405</u>

Below are details of material grants made to institutions

Name of institution	Activity	2024 £	2023 £
Petes Dragons	COL grants	-	3,500
Alltogether OKE	COL grants	-	1,000
Moretonhampstead Development Trust	COL grants	-	800
Gifted Women	COL grants	-	800
Oke Community Garden	COL grants	-	500
Oke Community Kitchen	COL grants	-	800
MTavy Hall	COL grants	-	800
Plymouth Octopus	COL grants	-	71,000
Parental Minds	COL grants	-	7,000
Action East Devon	COL grants	-	4,205
		<u>-</u>	<u>90,405</u>

9 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

West Devon Community and Voluntary Services

Notes to the Financial Statements for the Year Ended 31 March 2024

10 Staff costs

The aggregate payroll costs were as follows:

	2024 £	2023 £
Staff costs during the year were:		
Wages and salaries	166,622	130,278
Social security costs	3,870	-
Pension costs	5,638	3,685
	<u>176,130</u>	<u>133,963</u>

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year was as follows:

	2024 No	2023 No
Number of staff	<u>11</u>	<u>9</u>

Contributions to the employee pension schemes for the year totalled £5,638 (2023 - £3,684).

No employee received emoluments of more than £60,000 during the year.

11 Independent examiner's remuneration

	2024 £	2023 £
Examination of the financial statements	<u>1,938</u>	<u>1,401</u>

12 Debtors

	2024 £	2023 £
Trade debtors	<u>27,576</u>	<u>46,260</u>

13 Cash and cash equivalents

	2024 £	2023 £
Cash on hand	3	3
Cash at bank	<u>260,372</u>	<u>300,251</u>
	<u>260,375</u>	<u>300,254</u>

West Devon Community and Voluntary Services

Notes to the Financial Statements for the Year Ended 31 March 2024

14 Creditors: amounts falling due within one year

	2024 £	2023 £
Trade creditors	29,304	5,742
Other creditors	-	1
Accruals	1,700	2,901
	<u>31,004</u>	<u>8,644</u>

15 Funds

	Balance at 1 April 2023 £	Incoming resources £	Resources expended £	Balance at 31 March 2024 £
Unrestricted funds				
<i>General</i>				
General Funds	<u>337,871</u>	<u>245,425</u>	<u>(326,349)</u>	<u>256,947</u>

	Balance at 1 April 2022 £	Incoming resources £	Resources expended £	Balance at 31 March 2023 £
Unrestricted funds				
<i>General</i>				
General Funds	<u>206,523</u>	<u>517,031</u>	<u>(385,684)</u>	<u>337,870</u>

16 Analysis of net assets between funds

	Unrestricted funds General £	Total funds at 31 March 2024 £
Current assets	287,951	287,951
Current liabilities	<u>(31,004)</u>	<u>(31,004)</u>
Total net assets	<u>256,947</u>	<u>256,947</u>

West Devon Community and Voluntary Services

Notes to the Financial Statements for the Year Ended 31 March 2024

	Unrestricted funds General £	Total funds at 31 March 2023 £
Current assets	346,514	346,514
Current liabilities	<u>(8,644)</u>	<u>(8,644)</u>
Total net assets	<u>337,870</u>	<u>337,870</u>

17 Related party transactions

There were no related party transactions in the year.

WEST DEVON COMMUNITY & VOLUNTARY SERVICES

England & Wales - Charity number 1119730

Accounts

Company registration number: 06115797

Charity registration number: 1119730

West Devon Community and Voluntary Services

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2023



WESTCOTTS

CHARTERED ACCOUNTANTS
& BUSINESS ADVISERS

West Devon Community and Voluntary Services

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West Devon Community and Voluntary Services

Reference and Administrative Details

Trustees P King, Chair
K Vile
U Mann
J Bradley

Charity Registration Number 1119730

Company Registration Number 06115797

Registered Office The charity is incorporated in England & Wales.
Ockment Centre North Street
Okehampton
Devon
EX20 1AR

Independent Examiner Westcotts (SW) LLP
Independent examiner
Timberly
South Street
Axminster
Devon
EX13 5AD

West Devon Community and Voluntary Services

Strategic Report for the Year Ended 31 March 2023

The trustees, who are directors for the purposes of company law, present their strategic report for the year ended 31 March 2023, in compliance with s414C of the Companies Act 2006.

Achievements and performance

Throughout the year we

- Switched our access to volunteering opportunities to our shared online Platform Devon Connect, providing access to 82 volunteering opportunities.
- Publicised 3 online volunteering campaigns with Devon Voluntary Action partners in the areas of Connecting with Nature, Random Acts of Kindness and Trustees.
- Maintained contact with 443 Voluntary and Community Organisations and projects based in, or delivering services to, West Devon providing them with good practice guidance and networking opportunities
- Delivered 4 Wellbeing events under our Transitions project in Bere Alston, Holsworthy, PrinceTown and North Tawton. Services supporting wellbeing were showcased to members of each local community. 400+ members of the public attended and 75 groups participated.
- We provided one to one support to 56 groups in the areas of funding advice, governance and general information.
- Produced newsletters and electronic bulletins in partnership with Devon Voluntary Action.
- Continued projects to support the health and wellbeing of individuals in the North Dartmoor and Tavistock areas through agreements with the local Primary Care Networks. Supporting more than 300 individuals to link with community activities and services. This year we expanded our offer to include a resource focussed on those being discharged from hospital and helping them re- engage with their community activities.
- This project enabled us to identify gaps in VCSE services in Okehampton and Tavistock and working through our community development role, facilitate development of relevant services. This year focussing on home support services.
- We expanded our support to individuals enabling them to have a stronger relationship with their communities by implementing a HOPE Co-ordinator role funded by Torbay and South Devon Trust – planning face to face local workshops to help people overcome their problems effectively and thereby re-engage with their communities. Two courses in West Devon were held in the course of the year.
- Provided support to Community Health and Social Care team Voluntary Sector representative.
- We continued to promote Devon Connect, a one stop community platform, as part of our participation in Devon Voluntary Action taking responsibility for the West Devon elements of the South Hams and West Devon landing page, community listings and volunteer opportunities.
- Our Health and Wellbeing Alliances continued to go from strength to strength. 12 meetings were held in the year from across all sectors. With 247 groups/services participating. The meetings discuss ways to meet identified needs through collaborative and partnership working. We regular distribute relevant information to the networks outside of the meetings.
- Maintained In Touch Tavi and In Touch Oke as local online sources of help and support covering health, wellbeing, young people, families, money and debt advice, transport and local village support groups. These lists are frequently updated and evolving, reflecting current circumstances e.g. cost of living issues.
- We received funding to support Ukrainian guests in West Devon with both information sources developing an In Touch Ukraine and working with local groups to help them become more welcoming.
- We redeveloped our website to provide greater accessibility and information.
- Trustees undertook work to review and agreed our strategic direction for the next three years.
- We are active participants in the two Local Care Partnerships covering West Devon ensuring that the views of the local sector are presented in the wider context and informing them of initiatives and opportunities from the LCPs.

West Devon Community and Voluntary Services

Strategic Report for the Year Ended 31 March 2023

Financial review

Policy on reserves

The Trustees are satisfied that the level of reserves as shown on the balance sheet are adequate to cover known and anticipated costs in the short term. Reserves will be kept to cover mandatory redundancy payments for staff and funds required to cover long term agreements. Reserves are required to cover three months running costs which would equate to £22,005. The level of reserves at 31 March 2023 are deemed adequate in comparison to the required reserves policy.

Plans for future periods

Aims and key objectives for future periods

The focus for the coming year will be on strengthening the resilience of the charity. We will do this by: undertaking a conversion to a Charitable Incorporated organisation; implementing a robust staffing succession plan and monitoring our performance against our agreed three year plan . A Trustee recruitment campaign will also be undertaken. Additionally we seek to raise the visibility of the charity through increased use of social media. We will improve trustee access to information in a secure manner through reviewing our IT structures.

The strategic report was approved by the trustees of the charity on 25/10/23 and signed on its behalf by:



Trustee

West Devon Community and Voluntary Services

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2023.

Objectives and activities

Objects and aims

The charity supports the promotion of any charitable purposes for the benefit of the community in West Devon, in particular the advancement of education, the protection of health and the relief of poverty, distress and sickness. It also promotes and organises co-operation in the achievement of the above purposes and to that end to bring together in council representatives of the voluntary organisations and statutory authorities with West Devon, the area of benefit.

We do this through the provision of infrastructure support services to voluntary and community organisations. These services include:

- Development to improve the capacity and quality of voluntary and community organisations through training events and one to one development support
- Support through practical services such as our newsletter and electronic bulletin, equipment like display boards and poster design
- Representation, facilitating collaboration between the voluntary sector and statutory partners on strategic partnerships at town, district and county level to ensure West Devon has a voice.
- Development Support and Liaison, identifying and prioritising the needs of local communities and facilitating local action to meet those needs
- Access to volunteering; developing volunteering opportunities with local groups and organisations and enabling volunteers to find suitable opportunities.

Public benefit

In planning our activities for the year we have kept in mind the Charity Commission guidance on public benefit.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

West Devon Community and Voluntary Services

Trustees' Report

Structure, governance and management

Nature of governing document

The organisation is a charitable company limited by guarantee, incorporated on 19 February 2007 and registered as a charity on 19 June 2007. The charity was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of being wound up members are required to contribute £1.

The charity was formed in February 2007 to merge the activities of Okehampton & District CVS and Tavistock CVS.

With effect from 1 April 2007 the operating activities of both separate organisations were channelled into the newly created entity and from that point all reporting has been undertaken through the new charity.

Accordingly, all assets and liabilities of the separate charities were transferred into this charity.

Recruitment and appointment of trustees

Potential trustees are sent a Trustee Information Pack which is reviewed annually. They are required to complete an application form which is reviewed by all trustees. A conversation will then take place between either a nominated trustee or the Chief Officer. They are then invited to a trustees meeting to see the workings of the charity and meet fellow trustees. Following agreement from trustees that the potential trustee is accepted, they will be contacted and asked to confirm they are still interested. On receipt of this confirmation, a formal vote to accept the applicant as a trustee will be taken.

Induction and training of trustees

On being voted as a trustee, sessions are held with the Chair, Chief Officer and introductions made to staff. Copies of the latest set of accounts, the constitution, the last two trustee meetings and all associated papers (chief Officers report, financial reports etc) are also provided together with copies of relevant policies.

Organisational structure

The trustees meet at least 4 times a year.

Trustees meet with all staff twice a year.

Day to Day management of the charity is delegated to the Chief Officer.

Financial approval limits are in line with the agreed financial procedures. Agreements and projects beyond these limits are approved by the Trustees.

Trustees review the liabilities and risks on a regular basis at Trustee Meetings.

Statement of trustees' responsibilities

The trustees (who are also the directors of West Devon Community and Voluntary Services for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

West Devon Community and Voluntary Services

Trustees' Report

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including its income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping proper accounting records that can 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 trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The annual report was approved by the trustees of the charity on 25/10/23 and signed on its behalf by:



P King

Trustee

West Devon Community and Voluntary Services

Independent Examiner's Report to the trustees of West Devon Community and Voluntary Services ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

Responsibilities and basis of report

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

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your 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

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 , which is one of the listed bodies.

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

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

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

West Devon Community and Voluntary Services

Independent Examiner's Report to the trustees of West Devon Community and Voluntary Services ('the Company')



.....
Robyn Gifford-England ACA
Independent examiner

Timberly
South Street
Axminster
Devon
EX13 5AD

Date: 15.11.23

West Devon Community and Voluntary Services

Statement of Financial Activities for the Year Ended 31 March 2023 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Total 2023 £	Total 2022 £
Income and Endowments from:				
Donations and legacies	3	510,907	510,907	204,533
Charitable activities	4	5,168	5,168	1,986
Investment income	5	956	956	32
Total income		<u>517,031</u>	<u>517,031</u>	<u>206,551</u>
Expenditure on:				
Charitable activities	6	<u>(385,683)</u>	<u>(385,683)</u>	<u>(191,344)</u>
Total expenditure		<u>(385,683)</u>	<u>(385,683)</u>	<u>(191,344)</u>
Net income		<u>131,348</u>	<u>131,348</u>	<u>15,207</u>
Net movement in funds		131,348	131,348	15,207
Reconciliation of funds				
Total funds brought forward		<u>206,523</u>	<u>206,523</u>	<u>191,316</u>
Total funds carried forward	16	<u>337,871</u>	<u>337,871</u>	<u>206,523</u>

All of the charity's activities derive from continuing operations during the above two periods.
The funds breakdown for 2022 is shown in note 16.

West Devon Community and Voluntary Services

(Registration number: 06115797)
Balance Sheet as at 31 March 2023

	Note	2023 £	2022 £
Current assets			
Debtors	13	46,260	31,219
Cash at bank and in hand	14	<u>300,254</u>	<u>183,893</u>
		346,514	215,112
Creditors: Amounts falling due within one year	15	<u>(8,643)</u>	<u>(8,589)</u>
Net assets		<u>337,871</u>	<u>206,523</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>337,871</u>	<u>206,523</u>
Total funds	16	<u>337,871</u>	<u>206,523</u>

For the financial year ending 31 March 2023 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

The financial statements on pages 9 to 21 were approved by the trustees, and authorised for issue on 25/10/23... and signed on their behalf by:



P King
Trustee

The notes on pages 12 to 21 form an integral part of these financial statements.

West Devon Community and Voluntary Services

Statement of Cash Flows for the Year Ended 31 March 2023

	Note	2023 £	2022 £
Cash flows from operating activities			
Net cash income		131,348	15,207
Adjustments to cash flows from non-cash items			
Investment income	5	<u>(956)</u>	<u>(32)</u>
		130,392	15,175
Working capital adjustments			
Increase in debtors	13	(15,041)	(15,454)
Increase in creditors	15	<u>54</u>	<u>3,114</u>
Net cash flows from operating activities		115,405	2,835
Cash flows from investing activities			
Interest receivable and similar income	5	<u>956</u>	<u>32</u>
Net increase in cash and cash equivalents		116,361	2,867
Cash and cash equivalents at 1 April		<u>183,893</u>	<u>181,026</u>
Cash and cash equivalents at 31 March		<u><u>300,254</u></u>	<u><u>183,893</u></u>

All of the cash flows are derived from continuing operations during the above two periods.

The notes on pages 12 to 21 form an integral part of these financial statements.

West Devon Community and Voluntary Services

Notes to the Financial Statements for the Year Ended 31 March 2023

1 Charity status

The charity is limited by guarantee, incorporated in England & Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

Ockment Centre North Street

Okehampton

Devon

EX20 1AR

Authorised for issue date

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

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)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

West Devon Community and Voluntary Services 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 notes.

Going concern

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

Judgements

The preparation of the financial statements requires management to make judgements that affect the amounts reported. There were however no significant judgements to disclose during the year.

Key sources of estimation uncertainty

There were no key sources of estimation uncertainty to report during the year.

West Devon Community and Voluntary Services

Notes to the Financial Statements for the Year Ended 31 March 2023

Income and endowments

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

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure

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

West Devon Community and Voluntary Services

Notes to the Financial Statements for the Year Ended 31 March 2023

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Financial instruments

Classification

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

Recognition and measurement

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

West Devon Community and Voluntary Services

Notes to the Financial Statements for the Year Ended 31 March 2023

3 Income from donations and legacies

	Unrestricted funds General £	Total 2023 £
Grants, including capital grants; Grants from other charities	510,907	510,907
	<u>510,907</u>	<u>510,907</u>
	Unrestricted funds General £	Total 2022 £
Grants, including capital grants; Grants from other charities	204,533	204,533
	<u>204,533</u>	<u>204,533</u>

4 Income from charitable activities

	Unrestricted funds General £	Total 2023 £
Cost centre running costs	5,168	5,168
	<u>5,168</u>	<u>5,168</u>
	Unrestricted funds General £	Total 2022 £
Cost centre running costs	1,986	1,986
	<u>1,986</u>	<u>1,986</u>

5 Investment income

	Unrestricted funds General £	Total 2023 £
Interest receivable and similar income; Interest receivable on bank deposits	956	956
	<u>956</u>	<u>956</u>

West Devon Community and Voluntary Services

Notes to the Financial Statements for the Year Ended 31 March 2023

	Unrestricted funds General £	Total 2022 £
Interest receivable and similar income;		
Interest receivable on bank deposits	32	32
	<u>32</u>	<u>32</u>

6 Expenditure on charitable activities

	Note	Unrestricted funds General £	Total 2023 £
Cost centre running costs		5,258	5,258
Southern car forum		14,959	14,959
Transitions moneywise		7,541	7,541
Tavistock wellbeing		36,481	36,481
ND PCN		7,934	7,934
STP		636	636
COMF		606	606
WHH redress		56,528	56,528
Tavistock HWA		575	575
COL grants		90,405	90,405
Winter pressures		9,929	9,929
WEST LCP participation		12,040	12,040
Ukraine support		3,631	3,631
HOPE western		1,588	1,588
Core 20+		1,355	1,355
Staff costs		133,961	133,961
Governance costs	7	2,256	2,256
		<u>385,683</u>	<u>385,683</u>

	Note	Unrestricted funds General £	Total 2022 £
Cost centre running costs		3,525	3,525
LCP		207	207
DCC funding agreement		(1,174)	(1,174)
Southern car forum		14,575	14,575
Okehampton carers group		(10)	(10)
Transitions moneywise		2,168	2,168
CH & SCT		160	160
Tavistock wellbeing		40,866	40,866

West Devon Community and Voluntary Services

Notes to the Financial Statements for the Year Ended 31 March 2023

	Note	Unrestricted funds General £	Total 2022 £
ND PCN		4,850	4,850
STP		2,836	2,836
Food project		995	995
Infection control delivery		1,400	1,400
Staff costs		95,706	95,706
Governance costs	7	1,594	1,594
		<u>167,698</u>	<u>167,698</u>

7 Analysis of governance and support costs

Governance costs

	Unrestricted funds General £	Total 2023 £
Independent examiner fees		
Examination of the financial statements	1,401	1,401
Other governance costs	855	855
	<u>2,256</u>	<u>2,256</u>
	Unrestricted funds General £	Total 2022 £
Independent examiner fees		
Examination of the financial statements	1,498	1,498
Other governance costs	96	96
	<u>1,594</u>	<u>1,594</u>

West Devon Community and Voluntary Services

Notes to the Financial Statements for the Year Ended 31 March 2023

8 Grant-making

Analysis of grants

	Grants to institutions 2023 £
Analysis	
COL grants	<u>90,405</u>

Below are details of material grants made to institutions

Name of institution	Activity	2023 £	2022 £
Petes Dragons	COL grants	3,500	-
Alltogether OKE	COL grants	1,000	-
Moretonhampstead Development Trust	COL grants	800	-
Gifted Women	COL grants	800	-
Oke Community Garden	COL grants	500	-
Oke Community Kitchen	COL grants	800	-
MTavy Hall	COL grants	800	-
Plymouth Octopus	COL grants	71,000	-
Parental Minds	COL grants	7,000	-
Action East Devon	COL grants	4,205	-
		<u>90,405</u>	<u>-</u>

9 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

West Devon Community and Voluntary Services

Notes to the Financial Statements for the Year Ended 31 March 2023

10 Staff costs

The aggregate payroll costs were as follows:

	2023 £	2022 £
Staff costs during the year were:		
Wages and salaries	130,277	92,958
Pension costs	3,684	2,748
	<u>133,961</u>	<u>95,706</u>

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2023 No	2022 No
Number of staff	<u>9</u>	<u>8</u>

No employee received emoluments of more than £60,000 during the year.

11 Independent examiner's remuneration

	2023 £	2022 £
Examination of the financial statements	<u>1,401</u>	<u>1,498</u>

West Devon Community and Voluntary Services

Notes to the Financial Statements for the Year Ended 31 March 2023

12 Taxation

The charity is a registered charity and is therefore exempt from taxation.

13 Debtors

	2023 £	2022 £
Trade debtors	<u>46,260</u>	<u>31,219</u>

14 Cash and cash equivalents

	2023 £	2022 £
Cash on hand	3	3
Cash at bank	<u>300,251</u>	<u>183,890</u>
	<u>300,254</u>	<u>183,893</u>

15 Creditors: amounts falling due within one year

	2023 £	2022 £
Trade creditors	5,742	5,691
Accruals	<u>2,901</u>	<u>2,898</u>
	<u>8,643</u>	<u>8,589</u>

16 Funds

	Balance at 1 April 2022 £	Incoming resources £	Resources expended £	Balance at 31 March 2023 £
Unrestricted funds				
<i>General</i>				
General Funds	<u>206,523</u>	<u>517,031</u>	<u>(385,683)</u>	<u>337,871</u>
	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Balance at 31 March 2022 £
Unrestricted funds				
<i>General</i>				
General Funds	<u>191,316</u>	<u>206,551</u>	<u>(191,344)</u>	<u>206,523</u>

West Devon Community and Voluntary Services

Notes to the Financial Statements for the Year Ended 31 March 2023

17 Analysis of net assets between funds

	Unrestricted funds General £	Total funds at 31 March 2023 £
Current assets	346,514	346,514
Current liabilities	(8,643)	(8,643)
Total net assets	<u>337,871</u>	<u>337,871</u>

	Unrestricted funds General £	Total funds at 31 March 2022 £
Current assets	215,112	215,112
Current liabilities	(8,589)	(8,589)
Total net assets	<u>206,523</u>	<u>206,523</u>

18 Related party transactions

There were no related party transactions in the year.

WEST DEVON COMMUNITY & VOLUNTARY SERVICES

England & Wales - Charity number 1119730

Accounts

COMPANY REGISTRATION NUMBER: 06115797
CHARITY REGISTRATION NUMBER: 1119730

West Devon Community and Voluntary Services
Company Limited by Guarantee
Unaudited Financial Statements
31 March 2022

WESTCOTTS

Chartered accountants
Unit 7C
Cranmere Road
Exeter Road Industrial Estate
Okehampton
EX20 1UE

West Devon Community and Voluntary Services

Company Limited by Guarantee

Financial Statements

Year ended 31 March 2022

	Pages
Trustees' annual report (incorporating the director's report)	1 to 4
Independent examiner's report to the trustees	5 to 6
Statement of financial activities (including income and expenditure account)	7
Statement of financial position	8
Notes to the financial statements	9 to 15

West Devon Community and Voluntary Services

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 March 2022

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2022.

Reference and administrative details

Registered charity name West Devon Community and Voluntary Services

Charity registration number 1119730

Company registration number 06115797

Principal office and registered office c/o The Ockment Centre
North Street
Okehampton
Devon
EX20 1AR

The trustees

P King
E Rae
P Sawyer (Resigned 16 February 2022)
K Vile (Appointed 25 October 2021)
J Bradley

Independent examiner Mrs S L Watts FCCA DChA
Westcotts (SW) LLP
Unit 7C
Cranmere Road
Exeter Road Industrial Estate
Okehampton
EX20 1UE

Structure, governance and management

The organisation is a charitable company limited by guarantee, incorporated on 19 February 2007 and registered as a charity on 19 June 2007. The charity was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of being wound up members are required to contribute £1.

The charity was formed in February 2007 to merge the activities of Okehampton & District CVS and Tavistock CVS.

With effect from 1 April 2007 the operating activities of both separate organisations were channelled into the newly created entity and from that point all reporting has been undertaken through the new charity.

Accordingly, all assets and liabilities of the separate charities were transferred into this charity.

West Devon Community and Voluntary Services

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2022

Objectives and activities

The charity supports the promotion of any charitable purposes for the benefit of the community in West Devon, in particular the advancement of education, the protection of health and the relief of poverty, distress and sickness. It also promotes and organises co-operation in the achievement of the above purposes and to that end to bring together in council representatives of the voluntary organisations and statutory authorities with West Devon, the area of benefit.

We do this through the provision of infrastructure support services to voluntary and community organisations. These services include:

- Development to improve the capacity and quality of voluntary and community organisations through training events and one to one development support
- Support through practical services such as our newsletter and electronic bulletin, equipment like display boards and poster design
- Representation, facilitating collaboration between the voluntary sector and statutory partners on strategic partnerships at town, district and county level to ensure West Devon has a voice.
- Development Support and Liaison, identifying and prioritising the needs of local communities and facilitating local action to meet those needs
- Access to volunteering; developing volunteering opportunities with local groups and organisations and enabling volunteers to find suitable opportunities.

Achievements and performance

The pandemic continued to affect the way in which we delivered our services for much of the year. Staff remained working from home with networking events and workshops were held virtually or in person when national guidelines allowed. Groups themselves were working differently with many not emerging to consider their wider support needs until the latter part of the financial year.

We

- Provided access to on-line volunteer brokerage system with 127 volunteering opportunities
 - Continued to support local people to find volunteer opportunities.
 - Publicised 3 online volunteering campaign with Devon Voluntary Action partners in the last quarter of the financial year.
 - Maintained contact with 751 Voluntary and Community Organisations and projects based in, or delivering services to, West Devon providing them with good practice guidance or latest updates from government on COVID.
 - Delivered 5 Wellbeing events under our Transitions project in Winkleigh, Chagford, Torrington, Black Torrington and Lifton. Services supporting wellbeing were showcases to members of the local community. 400+ members of the public attended.
 - A further event was held in Tavistock funded by Devon County Council in November 2021, attended by 467 members of the public. 28 stallholders showcased their services.
 - Our one to one support was much reduced this year with the emphasis being on providing virtual workshops to help build skills and capabilities within the sector. This included workshops on
 - raising awareness of Mental Health issues attended by 9 groups.
 - Debt awareness workshop attended by 13 groups
 - Produced newsletters and electronic bulletins in partnership with Devon Voluntary Action.
-

West Devon Community and Voluntary Services

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2022

- Continued to support local COVID response groups and supported them with DBS checks and maintained listings of services still running through the pandemic
- Continued projects to support the health and wellbeing of individuals in North Dartmoor and Tavistock with grant agreements with the local Primary Care Networks. Supporting 206 individuals to link with community activities and services and identifying gaps in services in Okehampton and Tavistock and working through our community development role to facilitate development of relevant services. This year focussing on befriending services.
- Provided support to Community Health and Social Care team Voluntary Sector representatives
- We actively participated in the launch of a new community platform Devon Connect by Devon Voluntary Action taking responsibility for the West Devon elements of the South Hams and West Devon landing page and volunteer opportunities.
- Across all service lines we directly engaged with 207 groups throughout the year.
- **Health & Wellbeing Alliance**, multi-agency meetings we held both virtually and in person throughout the year. 244 groups/services participated in these meetings across the sector. The meetings discuss ways to meet identified needs through collaborative and partnership working. We regular distribute relevant information to the networks outside of the meetings.
- Information is also shared when appropriate via the **Bulletin** with its 331 members.
- Maintained **In Touch Tavi** and **In Touch Oke** as local online sources of help and support covering health, wellbeing, young people, families, money and debt advice, transport and local village support groups. These lists are frequently updated and evolving, reflecting current circumstances e.g. cost of living issues.
- Made increased use **West Devon CVS website** to advertise items of interest relating to volunteering opportunities, campaigns and events in the area. These entries are also sent out via Twitter.

Financial review

Total incoming resources generated during the year were £206,551 (2021: £262,112). A total of £204,533 (2021: £258,558) was received in grants.

The grant aided projects covered the management of the delivery of Social prescribing services for two primary care networks. Fund holding for the Southern Area Car Forum, capacity building provision and support for the Voluntary and community sector representatives across West Devon, Information and support to the Transitions project.

Reserves policy

The Trustees are satisfied that the level of reserves as shown on the balance sheet are adequate to cover known and anticipated costs in the short term. Reserves will be kept to cover mandatory redundancy payments for staff and funds required to cover long term agreements. Reserves are required to cover three months running costs which would equate to £22,005. The level of reserves at 31 March 2022 are deemed adequate in comparison to the required reserves policy.

Risk management

Risks to which the charity is exposed have been addressed by a review of the Trustees. The financial records of the charity are written up each month and a report of the position to date reported to the Board. Each project is closely monitored to assess the progress against budgeted income and costs.

West Devon Community and Voluntary Services

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2022

Internal risks are minimised by procedures which require authorisation of all transactions and projects and a system of regular supervision and appraisal to ensure consistent quality of delivery of all operational aspects of the charitable company.

Public benefit

In planning our activities for the year we have kept in mind the Charity Commission guidance on public benefit.

Plans for future periods

The charity plans to undertake a strategic review of its mission and objective in 21-22 with a view to considering the most appropriate structure and funding/resourcing approaches to ensure longer term resilience.

Small company provisions

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

The trustees' annual report was approved on 14 Dec 22 and signed on behalf of the board of trustees by:



E Rae
Trustee

West Devon Community and Voluntary Services

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of West Devon Community and Voluntary Services

Year ended 31 March 2022

I report to the trustees on my examination of the financial statements of West Devon Community and Voluntary Services ('the charity') for the year ended 31 March 2022.

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 accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the 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

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

1. accounting records were not kept in respect of the charity 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).

West Devon Community and Voluntary Services

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of West Devon Community and Voluntary Services *(continued)*

Year ended 31 March 2022

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.



Mrs S L Watts FCCA DChA
Independent Examiner
Westcotts (SW) LLP
Unit 7C
Cranmere Road
Exeter Road Industrial Estate
Okehampton
EX20 1UE

19 December 2022

West Devon Community and Voluntary Services

Company Limited by Guarantee

Statement of Financial Activities (including income and expenditure account)

Year ended 31 March 2022

		2022		2021
	Note	Unrestricted funds £	Total funds £	Total funds £
Income and endowments				
Donations and legacies	5	204,533	204,533	258,558
Charitable activities	6	1,986	1,986	3,480
Investment income	7	32	32	74
Total income		<u>206,551</u>	<u>206,551</u>	<u>262,112</u>
Expenditure				
Expenditure on charitable activities	8,9	191,344	191,344	231,360
Total expenditure		<u>191,344</u>	<u>191,344</u>	<u>231,360</u>
Net income and net movement in funds		<u>15,207</u>	<u>15,207</u>	<u>30,752</u>
Reconciliation of funds				
Total funds brought forward		191,316	191,316	160,564
Total funds carried forward		<u>206,523</u>	<u>206,523</u>	<u>191,316</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 9 to 15 form part of these financial statements.

West Devon Community and Voluntary Services

Company Limited by Guarantee

Statement of Financial Position

31 March 2022

	Note	2022 £	2021 £
Current assets			
Debtors	14	31,219	15,765
Cash at bank and in hand		183,893	181,026
		<u>215,112</u>	<u>196,791</u>
Creditors: amounts falling due within one year	15	<u>8,589</u>	<u>5,475</u>
Net current assets		<u>206,523</u>	<u>191,316</u>
Total assets less current liabilities		<u>206,523</u>	<u>191,316</u>
Net assets		<u>206,523</u>	<u>191,316</u>
Funds of the charity			
Unrestricted funds		<u>206,523</u>	<u>191,316</u>
Total charity funds	17	<u>206,523</u>	<u>191,316</u>

For the year ending 31 March 2022 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

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

These financial statements were approved by the board of trustees and authorised for issue on 14 Dec 22, and are signed on behalf of the board by:


E Rae
Trustee

The notes on pages 9 to 15 form part of these financial statements.

West Devon Community and Voluntary Services

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31 March 2022

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is The Ockment Centre, Okehampton, Devon, EX20 1AR.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Disclosure exemptions

The entity satisfies the criteria of being a qualifying entity as defined in FRS 102. Its financial statements are consolidated into the financial statements of (enter name of group financial statements) which can be obtained from (enter detail). As such, advantage has been taken of the following disclosure exemptions available under paragraph 1.12 of FRS 102: (a) No cash flow statement has been presented for the company.

(b) Disclosures in respect of financial instruments have not been presented.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

West Devon Community and Voluntary Services

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

3. Accounting policies *(continued)*

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.

West Devon Community and Voluntary Services

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

3. Accounting policies *(continued)*

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument. Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument. Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted. Debt instruments are subsequently measured at amortised cost.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

4. Limited by guarantee

West Devon Community and Voluntary Services is a company limited by guarantee and accordingly does not have share capital.

Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

West Devon Community and Voluntary Services

Company Limited by Guarantee

Notes to the Financial Statements (continued)

Year ended 31 March 2022

5. Donations and legacies

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Grants				
Grants receivable	204,533	204,533	258,558	258,558

6. Charitable activities

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Management and admin fees	1,986	1,986	3,480	3,480

7. Investment income

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Bank interest receivable	32	32	74	74

8. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Charitable activities	189,750	189,750	229,874	229,874
Support costs	1,594	1,594	1,486	1,486
	<u>191,344</u>	<u>191,344</u>	<u>231,360</u>	<u>231,360</u>

9. Expenditure on charitable activities by activity type

	Unrestricted funds £	Total Funds 2022 £	Total Funds 2021 £
Cost centre running costs			
Wages and salaries	28,208	28,208	9,370
Staff expenses and training	832	832	212
Rent and room hire	34	34	967
Forums and events	-	-	-
Premises utilities	-	-	-
Insurance	712	712	732
IT costs	1,121	1,121	830
Telephone	624	624	1,133
Postal charges	483	483	877
Stationery and office equipment	4	4	219
Photocopying	62	62	89
Dues and subscriptions	(383)	(383)	-
Sundry expenses	50	50	35
	<u>31,727</u>	<u>31,727</u>	<u>14,464</u>

West Devon Community and Voluntary Services

Company Limited by Guarantee

Notes to the Financial Statements (continued)

Year ended 31 March 2022

9. Expenditure on charitable activities by activity type (continued)

Voluntary voice	<u>207</u>	<u>207</u>	<u>1,446</u>
DCC funding agreement-			
TTVS	-	-	9,200
NDVS	326	326	9,200
Involve	-	-	9,200
Teignbridge	-	-	9,250
South Hams	-	-	9,200
Westbank	-	-	9,200
Historic adjustment	<u>(1,500)</u>	<u>(1,500)</u>	-
	<u>(1,174)</u>	<u>(1,174)</u>	<u>55,250</u>
Southern Car Forum			
Members travel	143	143	-
Partner activities	14,506	14,506	14,613
Admin support costs	<u>26</u>	<u>26</u>	<u>20</u>
	<u>14,575</u>	<u>14,575</u>	<u>14,633</u>
Okehampton Carers Group	<u>(10)</u>	<u>(10)</u>	<u>30</u>
Transitions Moneywise	<u>8,287</u>	<u>8,287</u>	<u>10,953</u>
CH & SCT	<u>160</u>	<u>160</u>	<u>4,491</u>
Tavistock Wellbeing	<u>61,018</u>	<u>61,018</u>	<u>67,862</u>
ND PCN	<u>36,092</u>	<u>36,092</u>	<u>29,986</u>
STP	<u>5,021</u>	<u>5,021</u>	<u>14,893</u>
Tavistock Locals	=	=	<u>1,650</u>
Food project	<u>4,202</u>	<u>4,202</u>	<u>971</u>
Infection control delivery	<u>1,400</u>	<u>1,400</u>	<u>12,102</u>
Horrabridge Locals	<u>4,408</u>	<u>4,408</u>	<u>1,144</u>
COMF	<u>4,947</u>	<u>4,947</u>	=
WHH Redress	<u>17,355</u>	<u>17,355</u>	=
Tavistock HWA	<u>1,429</u>	<u>1,429</u>	=
Okehampton Health Alliance	<u>106</u>	<u>106</u>	=
Total expenditure on charitable activities	<u>189,750</u>	<u>189,750</u>	<u>229,874</u>

West Devon Community and Voluntary Services

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

10. Analysis of support costs

	Analysis of support costs £	Total 2022 £	Total 2021 £
Finance costs	96	96	49
Governance costs	1,498	1,498	1,437
	<u>1,594</u>	<u>1,594</u>	<u>1,486</u>

11. Independent examination fees

	2022 £	2021 £
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>1,398</u>	<u>1,325</u>

12. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2022 £	2021 £
Wages and salaries	93,182	81,765
Employer contributions to pension plans	2,748	2,456
	<u>95,930</u>	<u>84,221</u>

The average head count of employees during the year was 8 (2021: 7). The average number of full-time equivalent employees during the year is analysed as follows:

	2022 No.	2021 No.
Number of staff	<u>8</u>	<u>7</u>

No employee received employee benefits of more than £60,000 during the year (2021: Nil).

13. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

14. Debtors

	2022 £	2021 £
Trade debtors	<u>31,219</u>	<u>15,765</u>

West Devon Community and Voluntary Services

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

15. Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade creditors	5,691	2,713
Accruals and deferred income	2,898	2,762
	<u>8,589</u>	<u>5,475</u>

16. Pensions and other post retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £2,748 (2021: £2,456).

17. Analysis of charitable funds

Unrestricted funds

	At 1 April 2021	Income	Expenditure	At 31 March 2022
	£	£	£	£
General funds	<u>191,316</u>	<u>206,551</u>	<u>(191,344)</u>	<u>206,523</u>

	At 1 April 2020	Income	Expenditure	At 31 March 2021
	£	£	£	£
General funds	<u>160,564</u>	<u>262,112</u>	<u>(231,360)</u>	<u>191,316</u>

18. Analysis of net assets between funds

	Unrestricted Funds	Total Funds 2022
	£	£
Current assets	215,112	215,112
Creditors less than 1 year	(8,589)	(8,589)
Net assets	<u>206,523</u>	<u>206,523</u>

	Unrestricted Funds	Total Funds 2021
	£	£
Current assets	196,791	196,791
Creditors less than 1 year	(5,475)	(5,475)
Net assets	<u>191,316</u>	<u>191,316</u>

19. Related parties

There were no related party transactions during the year (2021: none).

WEST DEVON COMMUNITY & VOLUNTARY SERVICES

England & Wales - Charity number 1119730

Accounts

COMPANY REGISTRATION NUMBER: 06115797
CHARITY REGISTRATION NUMBER: 1119730

West Devon Community and Voluntary Services
Company Limited by Guarantee
Unaudited Financial Statements
31 March 2021

THOMAS WESTCOTT
Chartered accountants
5 West Street
Okehampton
Devon
EX20 1HQ

West Devon Community and Voluntary Services

Company Limited by Guarantee

Financial Statements

Year ended 31 March 2021

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West Devon Community and Voluntary Services

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 March 2021

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2021.

Reference and administrative details

Registered charity name West Devon Community and Voluntary Services

Charity registration number 1119730

Company registration number 06115797

Principal office and registered office The Ockment Centre
North Street
Okehampton
Devon
EX20 1AR

The trustees

P King
E Rae
P Sawyer
Mr J Bradley

Independent examiner Mrs S L Watts FCCA DChP
5 West Street
Okehampton
Devon
EX20 1HQ

Structure, governance and management

The organisation is a charitable company limited by guarantee, incorporated on 19 February 2007 and registered as a charity on 19 June 2007. The charity was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of being wound up members are required to contribute £1.

The charity was formed in February 2007 to merge the activities of Okehampton & District CVS and Tavistock CVS.

With effect from 1 April 2007 the operating activities of both separate organisations were channelled into the newly created entity and from that point all reporting has been undertaken through the new charity.

Accordingly, all assets and liabilities of the separate charities were transferred into this charity.

West Devon Community and Voluntary Services

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2021

Objectives and activities

The charity supports the promotion of any charitable purposes for the benefit of the community in West Devon, in particular the advancement of education, the protection of health and the relief of poverty, distress and sickness. It also promotes and organises co-operation in the achievement of the above purposes and to that end to bring together in council representatives of the voluntary organisations and statutory authorities with West Devon, the area of benefit.

We do this through the provision of infrastructure support services to voluntary and community organisations. These services include:

- Development to improve the capacity and quality of voluntary and community organisations through training events and one to one development support
- Support through practical services such as our newsletter and electronic bulletin, equipment like display boards and poster design
- Representation, facilitating collaboration between the voluntary sector and statutory partners on strategic partnerships at town, district and county level to ensure West Devon has a voice.
- Development Support and Liaison, identifying and prioritising the needs of local communities and facilitating local action to meet those needs
- Access to volunteering; developing volunteering opportunities with local groups and organisations and enabling volunteers to find suitable opportunities.

Achievements and performance

The pandemic affected our ability to provide a number of our services. Staff switched to working from home relatively seamlessly and we held networking events virtually and maintained contact with organisations and services in Mid Devon as well as providing assistance with COVID helpline for the district council. We continued to

- Provide access to on line volunteer brokerage system with 34 local volunteering opportunities available
 - Work with 75 organisations providing capacity building support including local COVID response groups.
 - Offered information and networking opportunities on 4 occasions virtually.
 - Continued to facilitate multiagency health and wellbeing forums in Okehampton and Tavistock virtually. With 136 groups taking the opportunity to participate to share pandemic learning, virtually network and offer peer support.
 - Produced newsletters and electronic bulletins in partnership with Devon Voluntary Action and distributed 12 local funding news bulletins
 - Issued guidance to local COVID response groups and supported them with DBS checks and maintained listings of services still running through the pandemic
 - Continued projects to support the health and wellbeing of individuals in Okehampton and Tavistock
- Maintained our contact with the more than 550 organisations and projects based in, or delivering services to West Devon
- Held funds on behalf of 5 local organisations and partnerships. •

West Devon Community and Voluntary Services

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2021

Financial review

Total incoming resources generated during the year were £262,112 (2020: £175,539). A total of £258,558 (2020: £169,782) was received in grants.

The grant aided projects covered the management of the delivery of Social prescribing services for two primary care networks, management of the CVS COVID infrastructure support agreement for Devon County Council. Fund holding for the Southern Area Car Forum, capacity building provision and support for the Voluntary and community sector representatives across West Devon, Information and support to the Transitions project.

Reserves policy

The Trustees are satisfied that the level of reserves as shown on the balance sheet are adequate to cover known and anticipated costs in the short term. Reserves will be kept to cover mandatory redundancy payments for staff and funds required to cover long term agreements. Reserves are required to cover two months running costs.

Risk management

Risks to which the charity is exposed have been addressed by a review carried out by the Trustees. The financial records of the charity are written up each month and a report of the position to date reported to the Board. Each project is closely monitored to assess the progress against budgeted income and costs.

Internal risks are minimised by procedures which require authorisation of all transactions and projects and a system of regular supervision and appraisal to ensure consistent quality of delivery of all operational aspects of the charitable company.

Public benefit

In planning our activities for the year we have kept in mind the Charity Commission guidance on public benefit.

Small company provisions

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

The trustees' annual report was approved on ..31/12/2021 and signed on behalf of the board of trustees by:



P King
Trustee

West Devon Community and Voluntary Services

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of West Devon Community and Voluntary Services

Year ended 31 March 2021

I report to the trustees on my examination of the financial statements of West Devon Community and Voluntary Services ('the charity') for the year ended 31 March 2021.

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 accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the 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

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

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

1. accounting records were not kept in respect of the charity 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).

West Devon Community and Voluntary Services

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of West Devon Community and Voluntary Services *(continued)*

Year ended 31 March 2021

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.



Mrs S L Watts FCCA DChP
Independent Examiner
For and on behalf of Thomas Westcott Chartered Accountants
5 West Street
Okehampton
Devon
EX20 1HQ

27 January 2022

West Devon Community and Voluntary Services

Company Limited by Guarantee

Statement of Financial Activities (including income and expenditure account)

Year ended 31 March 2021

		2021		2020
	Note	Unrestricted funds £	Total funds £	Total funds £
Income and endowments				
Donations and legacies	5	258,558	258,558	169,782
Charitable activities	6	3,480	3,480	5,584
Investment income	7	74	74	173
Total income		<u>262,112</u>	<u>262,112</u>	<u>175,539</u>
Expenditure				
Expenditure on charitable activities	8,9	231,360	231,360	141,421
Total expenditure		<u>231,360</u>	<u>231,360</u>	<u>141,421</u>
Net income and net movement in funds		<u>30,752</u>	<u>30,752</u>	<u>34,118</u>
Reconciliation of funds				
Total funds brought forward		160,564	160,564	126,446
Total funds carried forward		<u>191,316</u>	<u>191,316</u>	<u>160,564</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 8 to 13 form part of these financial statements.

West Devon Community and Voluntary Services

Company Limited by Guarantee

Statement of Financial Position

31 March 2021

	Note	2021 £	2020 £
Current assets			
Debtors	13	15,765	13,802
Cash at bank and in hand		<u>181,026</u>	<u>155,376</u>
		196,791	169,178
Creditors: amounts falling due within one year	14	<u>5,475</u>	<u>8,614</u>
Net current assets		<u>191,316</u>	<u>160,564</u>
Total assets less current liabilities		<u>191,316</u>	<u>160,564</u>
Net assets		<u>191,316</u>	<u>160,564</u>
Funds of the charity			
Unrestricted funds		<u>191,316</u>	<u>160,564</u>
Total charity funds	15	<u>191,316</u>	<u>160,564</u>

For the year ending 31 March 2021 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

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

These financial statements were approved by the board of trustees and authorised for issue on, and are signed on behalf of the board by:



E Rae
Trustee

The notes on pages 8 to 13 form part of these financial statements.

West Devon Community and Voluntary Services

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31 March 2021

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 13 East Street, Okehampton, Devon, EX20 1AS.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Disclosure exemptions

The entity satisfies the criteria of being a qualifying entity as defined in FRS 102. Its financial statements are consolidated into the financial statements of (enter name of group financial statements) which can be obtained from (enter detail). As such, advantage has been taken of the following disclosure exemptions available under paragraph 1.12 of FRS 102: (a) No cash flow statement has been presented for the company.

(b) Disclosures in respect of financial instruments have not been presented.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

West Devon Community and Voluntary Services

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

3. Accounting policies *(continued)*

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

West Devon Community and Voluntary Services

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

3. Accounting policies *(continued)*

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument. Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument. Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted. Debt instruments are subsequently measured at amortised cost.

4. Limited by guarantee

West Devon Community and Voluntary Services is a company limited by guarantee and accordingly does not have share capital.

Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

5. Donations and legacies

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Grants				
Grants receivable	258,558	258,558	169,782	169,782

West Devon Community and Voluntary Services

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

6. Charitable activities

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Collaborative working	–	–	3,677	3,677
Management and admin fees	3,480	3,480	1,907	1,907
	<u>3,480</u>	<u>3,480</u>	<u>5,584</u>	<u>5,584</u>

7. Investment income

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Bank interest receivable	74	74	173	173
	<u>74</u>	<u>74</u>	<u>173</u>	<u>173</u>

8. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Charitable activities	229,874	229,874	138,652	138,652
Support costs	1,486	1,486	2,769	2,769
	<u>231,360</u>	<u>231,360</u>	<u>141,421</u>	<u>141,421</u>

9. Expenditure on charitable activities by activity type

	Unrestricted funds £	Total Funds 2021 £	Total Funds 2020 £
Cost centre running costs			
Wages and salaries	9,370	9,370	17,145
Staff expenses and training	212	212	588
Rent and room hire	967	967	3,600
Forums and events	–	–	15
Premises utilities	–	–	–
Insurance	732	732	664
IT costs	830	830	956
Telephone	1,133	1,133	1,576
Postal charges	877	877	37
Stationery and office equipment	219	219	108
Photocopying	89	89	342
Dues and subscriptions	–	–	–
Sundry expenses	35	35	379
	<u>14,464</u>	<u>14,464</u>	<u>25,408</u>
Voluntary voice			
SP Executive Support	1,446	1,446	–
DSP Welfare	–	–	140
JSNA	–	–	175
Life chances	–	–	70
Admin and support	–	–	325
	<u>1,446</u>	<u>1,446</u>	<u>710</u>

West Devon Community and Voluntary Services

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

DCC funding agreement			
TTVS	9,200	9,200	1,237
NDVS	9,200	9,200	911
Involve	9,200	9,200	1,526
Teignbridge	9,250	9,250	1,437
South Hams	9,200	9,200	911
Westbank	9,200	9,200	
Exeter CVS	-	-	(6,349)
Admin fee	-	-	23
AED	-	-	<u>1,237</u>
	<u>55,250</u>	<u>55,250</u>	<u>940</u>
Southern Car Forum			
Members travel	-	-	-
Partner activities	14,613	14,613	14,260
Admin support costs	<u>20</u>	<u>20</u>	<u>130</u>
	<u>14,633</u>	<u>14,633</u>	<u>14,390</u>
West Devon Rovers	=	=	<u>79</u>
Supported Volunteering	=	=	<u>13</u>
Okehampton Carers Group	<u>30</u>	<u>30</u>	=
Transitions Moneywise	<u>10,953</u>	<u>10,953</u>	<u>12,469</u>
Okehampton Responds	=	=	<u>2,732</u>
Okehampton Older People Network	=	=	<u>891</u>
CH & SCT	<u>4,491</u>	<u>4,491</u>	<u>6,909</u>
ASC Tavistock	=	=	<u>4,813</u>
ASC Okehampton	=	=	<u>7,576</u>
Tavistock Alliance	=	=	<u>405</u>
Tavistock Wellbeing	<u>67,862</u>	<u>67,862</u>	<u>38,089</u>
ND PCN	<u>29,986</u>	<u>29,986</u>	<u>21,099</u>
STP	<u>14,893</u>	<u>14,893</u>	<u>2,129</u>
Tavistock Locals	<u>1,650</u>	<u>1,650</u>	=
Food project	<u>971</u>	<u>971</u>	=
Infection control delivery	<u>12,102</u>	<u>12,102</u>	=
Horrabridge Locals	<u>1,144</u>	<u>1,144</u>	=
Total expenditure on charitable activities	<u>229,874</u>	<u>229,874</u>	<u>138,652</u>

West Devon Community and Voluntary Services

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

10. Independent examination fees

	2021	2020
	£	£
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>1,362</u>	<u>1,325</u>

11. Staff costs

The average head count of employees during the year was 7 (2020: 4). The average number of full-time equivalent employees during the year is analysed as follows:

	2021	2020
	No.	No.
Number of staff	<u>7</u>	<u>4</u>

No employee received employee benefits of more than £60,000 during the year (2020: Nil).

12. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

13. Debtors

	2021	2020
	£	£
Trade debtors	<u>15,765</u>	<u>13,802</u>

14. Creditors: amounts falling due within one year

	2021	2020
	£	£
Trade creditors	2,713	7,289
Accruals and deferred income	<u>2,762</u>	<u>1,325</u>
	<u>5,475</u>	<u>8,614</u>

West Devon Community and Voluntary Services

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

15. Analysis of charitable funds

Unrestricted funds

	At 1 April 2020	Income	Expenditure	At 31 March 2021
	£	£	£	£
General funds	<u>160,564</u>	<u>262,112</u>	<u>(231,360)</u>	<u>191,316</u>

	At 1 April 2019	Income	Expenditure	At 31 March 2020
	£	£	£	£
General funds	<u>126,446</u>	<u>175,539</u>	<u>(141,421)</u>	<u>160,564</u>

16. Analysis of net assets between funds

	Unrestricted Funds	Total Funds 2021
	£	£
Current assets	196,791	196,791
Creditors less than 1 year	<u>(5,475)</u>	<u>(5,475)</u>
Net assets	<u>191,316</u>	<u>191,316</u>

	Unrestricted Funds	Total Funds 2020
	£	£
Current assets	169,177	169,177
Creditors less than 1 year	<u>(8,613)</u>	<u>(8,613)</u>
Net assets	<u>160,564</u>	<u>160,564</u>

17. Events after the reporting period

Although there are no specific known factors which could have an impact on the charity's financial statements, it should be noted that as at the end of the financial year, there was an instability factor relating to the global health emergency in respect of Coronavirus.

18. Related parties

There were no related party transactions during the year (2020: none).