

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

England & Wales · Charity number 1123402

## Details

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**Other names** CAVA

**Status** Registered

**Legal form** Charitable company

**Company number** [06531268](#)

**Registered** 2008-04-01

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

## Contact

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**Address** Wcava  
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Leamington Spa  
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CV31 2DL

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**Website** [www.wcava.org.uk](http://www.wcava.org.uk)

## Activities

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**Objects:** 3. THE CHARITY'S OBJECTS (THE 'OBJECTS') ARE WITHIN THE MIDLAND AREA AND IN PARTICULAR WITHOUT LIMITATION TO THE GENERALITY OF THE FOREGOING THE BOROUGHES OF NORTH WARWICKSHIRE, RUGBY AND NUNEATON AND BEDWORTH AND THEIR SURROUNDING AREAS, AND THE LOCAL GOVERNMENT DISTRICTS OF WARWICK AND STRATFORD ON AVON AND THEIR SURROUNDING AREAS ("THE AREA OF BENEFIT")3.1 TO PROMOTE ALL OR ANY CHARITABLE PURPOSES FOR THE BENEFIT OF THE COMMUNITY WITHIN THE AREA OF BENEFIT AND IN PARTICULAR THE ADVANCEMENT OF EDUCATION, THE FURTHERANCE OF HEALTH AND THE RELIEF OF POVERTY, DISTRESS AND SICKNESS;3.2 WITHOUT LIMITATION TO THE GENERALITY OF THE FORGOING TO PROVIDE RESOURCES TO INCLUDE NOT BY WAY OF LIMITATION ADVICE, GUIDANCE, MENTORING, TRAINING, SUPERVISION AND SUPPORT TO ORGANISATIONS WITH SIMILAR CHARITABLE OBJECTS IN ORDER TO ASSIST THESE ORGANISATIONS WITH THEIR CHARITABLE WORK; AND3.3 TO PROMOTE AND ORGANISE CO-OPERATION IN THE ADVANCEMENT OF THESE PURPOSES AND TO BRING TOGETHER IN COUNCIL REPRESENTATIVES OF THE VOLUNTARY ORGANISATIONS, STATUTORY AUTHORITIES AND INDIVIDUALS WITHIN THE AREA OF BENEFIT WITH SEPARATE LOCAL MEMBERS COMMITTEE MEETINGS FOR EACH OF THE BOROUGHES OF NORTH WARWICKSHIRE, RUGBY AND NUNEATON AND BEDWORTH, AND THE LOCAL GOVERNMENT DISTRICTS OF WARWICK AND STRATFORD ON AVON.

**Activities:** Support to the Voluntary, Community and Social Enterprise Organisations through Funding and Governance advice and support , Training , Community development . Strong representation, Group support and development . Campaigning and promotion, Volunteer recruitment and good practice in Volunteer management, Direct delivery projects include Social Prescribing, Youth Employment and two Big Local areas

## Classification

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- **How:** Provides Advocacy/advice/information, Acts As An Umbrella Or Resource Body
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives, Disability, The Prevention Or Relief Of Poverty, Environment/conservation/heritage, Economic/community Development/employment
- **Who:** Other Charities Or Voluntary Bodies, The General Public/mankind

## Geography

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- **Area of benefit:** THE MIDLANDS AREA, PARTICULARLY THE BOROUGHES OF NORTH WARWICKSHIRE, RUGBY AND NUNEATON AND BEDWORTH, AND LGDS OF WARWICK AND STRATFORD ON AVON AND THEIR SURROUNDING AREAS.
- Coventry City
- Solihull
- Warwickshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£1,961,443	£1,843,493	£1,100,890	36
2024-03-31	£1,539,047	£1,620,636	£981,937	42
2023-03-31	£1,545,030	£1,420,918	£1,063,718	41
2022-03-31	£1,302,503	£1,430,330	£939,649	47
2021-03-31	£1,388,397	£1,313,393	£1,066,704	44

## Trustees

Name	Role	Appointed
<b>Clare Spiers</b>	Chair	2022-02-07
Andrew Charles Cave		2025-11-03
Jennifer Ann Watkins		2025-11-03
Joanna Querelle		2025-02-10
Judith Ann Wildig		2021-11-08
Kim Slater		2025-11-03
Susan Cheryll Rawbone		2020-11-04

**WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

England & Wales - Charity number 1123402

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# Accounts

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**Charity registration number 1123402 (England and Wales)**

**Company registration number 06531268**

**WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2025**

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## LEGAL AND ADMINISTRATIVE INFORMATION

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### REFERENCE and ADMINISTRATIVE DETAILS

<b>Charity Name</b>	Warwickshire Community and Voluntary Action (WCAVA)
<b>Company number</b>	06531268 (England and Wales)
<b>Charity number</b>	1123402
<b>Registered office</b>	4-6 Clemens Street, Leamington Spa, CV31 2DL
<b>Company Secretary</b>	K Winchcombe
<b>Directors</b>	<p>The Directors, who have served through the financial year and to the date of signing this report, except where stated, were:</p> <p>Andrew Gabbitas S C Rawbone C Spiers J A Wildig J McKenzie J Querelle (Appointed 10 February 2025) S Weir-Smith (Appointed 6 November 2024) S A Hammond (Resigned 4 November 2024) R P Robson (Resigned 3 February 2025)</p>
<b>Auditor</b>	<p>Burgis &amp; Bullock 23-25 Waterloo Place, Leamington Spa, CV32 5LA</p>
<b>Solicitors</b>	<p>Lodders Solicitors LLP Arden Street, Stratford-Upon-Avon, CV37 6PA</p>
<b>Bankers</b>	<p>HSBC Bank PLC 3A Queens Road, Nuneaton, CV11 5JL</p>

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# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

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# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

*FOR THE YEAR ENDED 31 MARCH 2025*

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The Directors (who are the Trustees of the Charity) have pleasure in submitting their Annual Report together with the audited financial statements for the year ended 31 March 2025.

### **STRUCTURE, GOVERNANCE and MANAGEMENT**

#### **Governing Document**

WCAVA is a charitable company limited by guarantee, incorporated on 11 March 2008 and registered as a charity on 1 April 2008.

The charitable company was established under a Memorandum of Association, which established the objectives and powers of the company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

The Directors are responsible for the overall governance of the charitable company.

#### **Significant Changes**

There were no governance/constitution changes.

The Board agreed to the appointment of one Trustee and accepted one retirement at the 2024 AGM, the resignation of one Trustee in January 2025, and the appointment of one Trustee in February 2025.

At the AGM, Andrew Gabbitas stood down as Chair and was voted into the Vice Chair role. Clare Spiers stepped down as Vice Chair to take up the role of Chair.

The number of members that can be registered is unlimited and membership is open to any individual or organisation that is interested in promoting the aims and objectives of WCAVA. There has been a focus on membership recruitment during the year with positive results.

The Board is required to have at least 8 members and there is no maximum, unless determined by ordinary resolution. Annually one third of the Board retires by rotation, but these directors are eligible for re-election. The Board have the power to co-opt additional directors. No director can serve for more than nine consecutive years. The Board recognise the increasing difficulty attracting and identifying new Trustees.

The members of the Board, who are directors for the purpose of company law and Trustees for the purpose of Charity law, who served during the year and up to the date of this report are listed on the Legal and Administrative Information page.

Directors may be nominated by the membership in accordance with the memorandum, to reflect the range of voluntary and community groups as well as for their knowledge of the area and the work of the charity. The Board endeavours to ensure there is a balance of skills and expertise. Co-opted directors are recruited from a range of sources: specialist advertising mediums, introduction by existing members and direct applications 'through word of mouth'. Prospective members are required to complete application forms, which are duly assessed against the 'Skills Needs Analysis' to ensure that there is a balance of skills and expertise at any one time.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2025*

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There is a comprehensive induction programme for new Board members, which comprises a session on their roles and responsibilities and on the key operational policies and procedures that shape the delivery of the day to day services. This is supplemented by training and development using the Charity Commission guidance and resources.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Charity's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard Applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

### **Organisation**

The Trustees met as a Full Board 7 times during 2024 and 2025.

A Lead Trustee continues to work with both the Full Board and the Operational Senior Management Team to update the Risk Register.

The day-to-day running of the charity is delegated to the Chief Executive with support from the Senior Management Team.

### **Senior Staff**

Chief Executive	Karen Winchcombe
Area Manager - North	Alison Thompson
Area Manager - Solihull	Jane Holdsworth (retired 27-7-25) Debbie Harding (04-08-25)
Area Manager - South/Mid	Tracy Southam
Finance Manager	Ruby Sarkaria (resigned 3-3-25) Stephanie Tompkins (26-2-25 current)

The Directors consider that the Board of Directors and the Chief Executive comprise the key management personnel of the directing and controlling, running and operating the charity on a day-to-day basis. No director received remuneration in the year. Details of directors' expenses and related party transactions are disclosed in note 11 to the accounts. In view of the nature of the charity, the directors benchmark the Chief Executive remuneration as the average paid for the role in similar sized charities.

### **Risk Management**

A risk register has been established by the Board. Risks are regularly reviewed and updated by the sub committees and the Board. The Directors are satisfied that they have considered the major risks to which the charity is exposed, that they have taken action to mitigate or to manage those risks and that there are systems in place to monitor any changes in those risks.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2025*

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### **Projects**

WCAVA continued as the Local Infrastructure Organisation for the Big Local Projects in Arley and Ansley and Hilltop and Caldwell working with two local resident led partnerships to achieve their local plans for the areas, albeit the Arley and Ansley Big Local Programme was finalised in 2024 with its final expenditure in early 2025.

Warwickshire County Council funded WCAVA to deliver its second round of Kind Communities Kind Food grant scheme. 23 organisations were funded £22,350 in small grants to deliver projects.

Coventry and Warwickshire ICS extended WCAVA's contract to provide support to recruit and manage volunteers for a number of the Covid vaccination sites across South and North Warwickshire. The funding for this work was successfully transitioned from CCG to the Integrated Care System (ICS). This project ended as of 30 June 2024.

In addition, the ICS appointed WCAVA as the lead partner organisation for the ICS VCFSE Collaborative which will provide a framework for the VCFSE sector to engage with and access equitable opportunity as a community conduit and as a delivery sector within the health and social care landscape.

Stratford-on-Avon District Social Inclusion Partnership (SIP) Development officer continued in post to enhance and support the VCSE sector in the district with a focus on work that addresses the priorities of SIP.

The ongoing development of the Birmingham and Solihull ICS continued and evolved into a longer-term framework through the VCSE Leaders Alliance. WCAVA continues to act as the conduit and will be undertaking new, smaller pieces of community engagement work into 25/26.

NHS England provided funds to support the 'Big Conversation', bringing together 100 organisations across Warwickshire to provide a key update on integration of the sector within the ICS.

Solihull Metropolitan Borough Council invested in WCAVA's new funding platform – Community 4 Learning as part of its underspend for VCFSE infrastructure.

The Community Builder for Bishopton and Clopton continued in post, working with the communities identified as part of the SIP.

Our work in Warwick District was supported with UK Shared Prosperity funding enabling us to support our volunteering programme across the area.

The South Warwickshire Place partnership commissioned some bespoke engagement with VCSE groups around their priorities aligned to health and wellbeing. A range of engagement sessions have been delivered. The SWP also commissioned a co-ordinator post to support the engagement with the VCSE for the Tribe Pilot, exploring a digital solution "Tribe" to support local needs for support and volunteering pathways to address these.

WCAVA has been providing support to the ICS Research Engagement Network. WCAVA's role is to provide a link between Researchers and the VCFSE so that communities can offer ideas and highlight priorities for research.

The Community Mental Health Transformation Programme ended as of June 2024.

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# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2025*

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### **CHARITABLE OBJECTIVES**

The charitable objectives of WCAVA are detailed within the Memorandum of Association as:

To promote all or any charitable purposes for the benefit of the community within the Area of Benefit and in particular the advancement of education, the furtherance of health and the relief of poverty, distress and sickness;

Without limitation to the generality of the foregoing to provide resources to include not by way of limitation advice, guidance, mentoring, training, supervision and support to organisations with similar charitable objectives in order to assist these organisations with their charitable work; and

To promote and organise co-operation in the advancement of these purposes and to bring together in council representatives of the voluntary organisations, statutory authorities and individuals within the Area of Benefit.

To protect and preserve the environment for the benefit of the public.

### **PUBLIC BENEFIT**

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims, objectives and in planning our future activities. In particular, the directors consider how planned activities will contribute to the aims and objectives they have set.

#### **How our activities deliver public benefit**

All of our offices, e-communications and our website provide a vital service as a point of essential information and advice not just for our member organisations and groups but also for the general public and partner agencies. Our ability to signpost the general public to organisations and groups that can assist them with a whole range of issues from debt advice to counselling and youth work to domestic abuse ensures that those who need support can access it.

All groups and organisations supported will have a specific remit in themselves to support their local community or to support a specific area of interest often focussing upon the most disadvantaged or disengaged sections of our society. For many of our member organisations the support we provide enables them to more effectively deliver support to vulnerable individuals. Furthermore the groups and organisations that we support enables them to carry out their aims or charitable objectives more efficiently whether through securing funding, developing more robust procedures or quality assurance processes all provide direct benefit to the citizens of Warwickshire and Solihull through their enhanced front-line service delivery.

Our volunteering coordinators enable those who wish to contribute their skills, knowledge, time and energy to support others to do so for the benefit of organisations, groups and individuals within Warwickshire and Solihull. We also support those who work within the private sector to support charities and communities through our skilled volunteering programmes and corporate social responsibility (CSR) offer.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2025*

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### STATEMENT OF PURPOSE

#### OUR VISION

A thriving and well-resourced voluntary and community sector throughout Warwickshire that meets community needs and provides an excellent experience for all.

#### OUR MISSION

WCAVA promotes, develops and supports a vibrant voluntary and community sector to enable local people to shape and influence their communities.

WCAVA's strategic plan has six broad objectives set out to support the Third Sector to make a difference to the communities of Warwickshire and Solihull:

- **Membership**
- **Volunteering Access**
- **Fundraising**
- **Partnerships**
- **Marketing**
- **Communications**

WCAVA is a member of the National Association of Voluntary and Community Action which supports these six broad principles as well as providing leaders to WCAVA on strategic matters of voice, representation and sector policy and development.

### ACHIEVEMENTS AND PERFORMANCE

#### Core Infrastructure Support Work

WCAVA's core activity is to provide infrastructure support that assists voluntary, community and social enterprise organisations and groups in Warwickshire and Solihull to form, develop and thrive by accessing the resources they require to meet their charitable objectives and evidenced community need.

#### Warwickshire

WCAVA teams provided support to 1,149 groups and organisations working in partnership across all Boroughs and Districts, providing 2,056 incidents of support. Funding continued to be a challenge for many groups and WCAVA assisted with funding applications with 411 applications supported amounting to £14,295,670, of which £5,052,163 came into Warwickshire within the financial year through funding applications and grant panels. WCAVA teams held 259 events including webinars and workshops and contributed to 2194 others, which enabled 13,940 people to contribute and for 1,728 organisations to be upskilled.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2025*

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The Health and Social Care Act 2022 requires the Integrated Care System (through the ICB), to establish a 'one entry point' (VCFSE Collaborative) for the VCFSE sector. Working alongside ICB partners and Voluntary Action Coventry, WCAVA has provided a key role in supporting the development of the Collaborative as part of the infrastructure role for the sector. The VCSE has a vital role and has become a valued and equal partner forming the Integrated Care System, which is based on co-production, collaborative working and commissioning in tackling health inequalities across the country in line with need. This work continued into 2024-25 and is led by the formation of the Integrated Care Strategy, formed by the Integrated Care Partnership (ICP) and governed by the Integrated Care Board (ICB). WCAVA provides representation to the ICP on behalf of the VCSE in Warwickshire and is the VCSE 'Observer' to the ICB. (Also see Solihull). WCAVA also provides wider representation to the Warwickshire Care Collaborative, South Warwickshire Place, Warwickshire North Place and the Rugby Place known as the Rugby Health and Wellbeing Partnership. These form part of the wider ICS structure.

Our 'Simply Connect' volunteering portal supported by our volunteering coordinators enables volunteers and volunteer involving organisations to have 24-hour access to volunteering opportunities. During 2024-25 1925 individuals interested in volunteering (Warwickshire) were supported by WCAVA's volunteering team resulting in 1,466 being placed in a volunteering role of which 1,043 were placed within a service supporting community need. This includes 376 one off ESV (Employee Skilled Volunteering) and micro volunteering opportunities undertaken. The economic value of this volunteering equates to approximately £4,907,042 per annum.

### **Solihull**

We have continued our delivery in Solihull, developing partnerships and increasing levels of support to VCS groups in Solihull working with 140 organisations providing funding and group development support, trustee recruitment and Corporate Social Responsibility (CSR) support and engagement with the wider community sector. 87 groups were given one-to-one support to develop fundraising skills and enable higher levels of confidence around bid writing resulting in £904,945 successful grant applications. 22 events and workshops were held with 1,025 attendees.

During the year we have continued to disseminate electronic information to groups and organisations. Our e-zine and bulletin subscription levels stand at 2,629 across Warwickshire and Solihull.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2025*

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### **Restricted Fund Activities**

During the year we have undertaken a wide range of project work detailed in note 25.

### **FINANCIAL REVIEW**

The Directors report that:

**Unrestricted Funds** for the year show a net income of £145,192 (2024: net expenditure of £112,680)

**Designated Funds** showed a nil net movement (2024: net movement of £24,528)

**Restricted Funds** showed a net expenditure of £22,542 (2024: net income of £60,339)

**Endowment Funds** showed a net expenditure of £3,697 (2024: net expenditure of £4,892)

### **Review of financial position at the end of the reporting period**

#### **i. Financial effect of significant events**

##### **Sale of Rugby Premises**

Following on from the Boards decision in 2022/23 to approve the sale of WCAVA Rugby premises the premises were offered for sale. The sale was completed in April 2024 for £335k and the monies were received in the 2024/25 financial year and sit in the unrestricted reserves.

##### **Hilltop and Caldwell Big Local (HTC)**

This project will finish in the financial year 2025/26 with one staff contract ending end of September 2025.

In March 2024, it was announced that funding for the Community Mental health Transformation Programme would close as of end of June 2024. This impacted contracts of two WCAVA employees and one from WCAVA's partners at Voluntary Action Coventry.

The volunteer Vaccination project came to an end 30 June 2024. This impacted one employee's contract.

WCAVA's previous Annual Report highlighted the risk due to the end of first three years of the Warwickshire County Council (WCC) contract ending 31 March 2025. After three years of successful delivery, WCC, awarded a further two years taking this contract to the end of March 2027. During 2024/25, WCC also engaged CAVA through its contract, to partner with WCC and Heart of England on supporting local groups to apply for the Social Fabric Fund. This was a short-term project with a member of staff on a FTC ending 31 March 2025.

During 2022, the Clinical Commissioning Groups evolved into the Integrated Care System. WCAVA received circa £65k annually from the CCG towards infrastructure support for the sector and was uncertain, due to changes in system, if this funding would continue. This risk was identified and following discussions with the commissioner, this funding has been secured for 2024/25. In addition, CAVA will receive a second line of grant income to the value of £72,500 (+3% for 2025/26) to host the ICS VCFSE Collaborative which will see the employment of a Programme Manager to deliver its ambitions.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2025*

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The previous contract with Solihull Metropolitan Borough Council was extended until 30 September 2024. WCAVA tendered for the new contract, based on a new specification which it successfully achieved. This contract commenced 1 October 2024 and will continue on a 3+2-year basis. Due to a brand-new specification, a different resource was required to deliver its KPI's. The value of the contract was also less with management capped at 15%. As a result of a new model and following process for staff, whilst no TUPE was required one member of staff opted for redundancy.

WCAVA also applied for a new chapter of funding with both Warwick and Rugby District Councils of which both were successful and funding from Nuneaton and Bedworth council was renewed for another year.

### **ii. Principal Risks; Uncertainties; summary of plans and strategies for managing those risks**

All ICB's across England are moving towards clustering arrangements which may alter how they fund its current providers. Coventry and Warwickshire are to be clustering with Herefordshire and Worcestershire. This may alter the role of the VCFSE collaborative and potentially how it is funded, depending on need of the other two counties and directive from the 'clustered' Integrated Care Board (ICB). CAVA continues to attend partnership meetings on these arrangements and remain in communication with its key contact/commissioner.

### **iii. Factors likely to affect future financial performance or position**

The current ICS VCFSE collaborative first two years of funding is due for renewal at the end of financial year 2025/26. With the clustering of ICB's with Worcestershire and Herefordshire, WCAVA has not yet learned if there will any impact on year 3 and 4 funding for this work.

The contract with Warwickshire County Council (WCC) has been awarded on a fixed cost each year for the lifetime of the contract and is, therefore, not able to meet the challenges brought about by the unprecedented increase in inflation. Whilst budget pressure discussions and negotiations are currently being held with the Council, WCAVA also recognizes the financial impact on all Councils brought about by the cost-of-living crisis and the Local and General Elections. The Board continue to identify this as a risk and work with the Senior Management Team to mitigate and reduce risk.

In addition, WCC have been recognised by central government as an area expected to be part of devolution, moving towards a unitary authority, or with an arrangement that provides public services across Warwickshire. WCAVA currently receives funding from all but one Council (District, Borough, County) and therefore the Board recognise the inevitability of some changes to how WCAVA is funded for its core work across the County. Once again, WCAVA will continue to work in partnership with all councils to ensure the voice of the VCFSE and its communities remains a central focus into decision making and shaping how services can be delivered and funded in the future.

During 2024 & 25, the Board agreed to market the sale of the Clemens Street Building, in Leamington Spa. Income from any future sale will be divided into two areas; a set amount of circa £225k will be returned to Warwick District Council due to a clause from the original asset transfer and surplus will be placed in WCAVA's unrestricted reserves.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2025*

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### **Principal Sources of Funding**

Our principal source of funding continues to be from Warwickshire County Council. Combined income from the range of projects funded through the work of the Integrated Care System has increased, placing it as the second main source of income.

The charity did not carry out significant fundraising activities in the year.

### **Freehold Property**

The freehold properties, after depreciation, had a net book value of £164,500 at 31 March 2025. The properties are functional assets used in the fulfilment of our charitable objects and the Directors consider the amount reflects the value in use. The Directors also consider that the value is a reasonable approximation of market value and that any fluctuation is temporary and would not materially impact on the understanding of the charitable company's financial position by the reader of the financial statements.

### **Investment and Reserves**

We continue to be committed to maximising our income, in relation to investments, within an ethical framework, but without taking any undue risks. Our surplus funds are invested in several low risk higher yield investments with well-known financial institutions and are regularly reviewed by the Board. With regards to reserves, we have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charitable company should equate to no less than 15% of the unrestricted funds expended. This equates to £125,946. At this level the Directors feel that they would be able to continue some of the current activities of the charity in the event of a significant drop in funding. The free reserves are above the policy level at the year end, after the Rugby premises were sold in April 2024. The free reserves at 31 March 2025 amount to £237,347 to use for future charitable activities and development of the organisation.

### **Taxation**

As a charity, subject to certain restrictions, Warwickshire Community and Voluntary Action is exempt from corporation tax on income and gains.

### **Grant Making**

Grant making is not a material element of Warwickshire Community and Voluntary Action's activities. During the year however, the Charity has facilitated the making of grants to local organisations and charities by way of supporting grant making bodies including Big Local Trust and Warwickshire County Council.

### **PLANS FOR FUTURE PERIODS**

2024/25 has been a year focused on moving through a period of transition and stability for the organisation due to the sale of Rugby, tendering for and award of the SMBC contract and end to some post covid projects. WCAVA has moved its focus in 2025/26 towards growth and investment with various consultations undertaken with both internal and external stakeholders to identify both need and our opportunities for development, growth (in line with needs of the VCFSE) and modernisation.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2025*

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The demand for our support has remained high due to the ongoing challenges related to financial sustainability, volunteer recruitment and wider business development. The fact that over 2,300 organisations and groups and over 1,200 volunteers have been supported is testament to the hard work and dedication of our staff and volunteers. It continues to be harder and harder to secure funding and resources for the vast amount of organisations and groups that we support and going forward we are putting resource into developing relationships in the following key areas:

### **Diversifying our Funding Base**

We successfully diversified our funding base, particularly through increased number of projects funded through health. However, with the uncertainty of both statutory and health funding streams going forward WCAVA is working strategically to keep as up to date as possible with the landscape as well as looking towards further diversification of income streams in line with growth and investment focus in 2025/26. We will also continue efforts to strengthen our position by pursuing funding opportunities with our strategic partners, who we very much value, in both relationships and collaborative working for the benefit of people and communities.

### **Private Sector Partner Support**

Relationships continue with private sector partners and the work we do with them around Corporate Social Responsibility (CSR), including Employee Skilled Volunteering (ESV).

### **Board Structure Review**

The Board continue to meet as a whole Board on a bi-monthly basis. This enables the whole Board to be involved with all matters of risk, governance and strategy with Lead Trustees highlighted as developmental, or governance priorities for the Board. The last AGM, a new Chair and Vice Chair were appointed due to impending retirement of the previous chair due to serving the maximum term as a Trustee at the forthcoming AGM in 2025.

### **Diversity**

It is imperative that WCAVA is representative of the communities in which services are delivered. During 2024/25 we continued our development on this area, working directly with a Lead Trustee for E&D and SMT member to improve diversity in terms of recruitment of staff, volunteers, Trustees and to address how we can improve our reach to diverse communities and groups and now have in place an organisation Equality & Diversity Strategy.

### **Increasing Membership**

There is a general desire to increase the number of groups WCAVA can support as it provides consistently high levels of support to organisations and groups who are not member organisations. Going forward WCAVA's strength can be in its membership and a two-way relationship that will bring benefit to both parties. This will provide improved understanding of our members' needs thereby providing stronger evidence for future funding bids. Moving forward, in 2025/26, the Board and SMT will consider its position as a strategic priority for the organisation and which approach it will take in line with the new strategy.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2025*

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### **Communication & Marketing**

WCAVA considered its strategic priorities with a marketing and comms plan being delivered internally and externally. which focuses work on a stronger digital presence to be better placed to increase the reach of our members' voices and celebrate their impact.

### **Property Portfolio**

The property portfolio reduced by one property, due to the sale of the Rugby building for £335k.

The Trustees' report was approved by the Board of Trustees.



C Spiers

**Trustee**

3 November 2025

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

*FOR THE YEAR ENDED 31 MARCH 2025*

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The Trustees, who are also the directors of Warwickshire Community and Voluntary Action for the purpose 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).

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the Trustees are required to:

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

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the Charity 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 Charity 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 charity and financial information included on the Charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## INDEPENDENT AUDITOR'S REPORT

### TO THE MEMBERS OF WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

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#### **Opinion**

We have audited the financial statements of Warwickshire Community and Voluntary Action (the 'Charity') for the year ended 31 March 2025 which comprise the statement of financial activities, the summary income and expenditure account, the balance sheet, the statement of cash flows and the notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2025 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the Charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE MEMBERS OF WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

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#### **Other information**

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the Trustees' report for the financial year for which the financial statements are prepared, which includes the directors' report prepared for the purposes of company law, is consistent with the financial statements; and
- the directors' report included within the Trustees' report has been prepared in accordance with applicable legal requirements.

#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the Charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the Trustees' report.

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Director's report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- certain disclosure of directors' remuneration specified by law are not made; or
- the financial statements are not in agreement with the accounting records and returns and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or; or the Trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemption in preparing the directors' report from the requirement to prepare a strategic report.
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' report and from the requirement to prepare a strategic report.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE MEMBERS OF WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

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#### **Responsibilities of Trustees**

As explained more fully in the statement of Trustees' responsibilities, the Trustees, who are also the directors of the Charity for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the Trustees are responsible for assessing the Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

We gained an understanding of the legal and regulatory framework applicable to the charity and the industry in which it operates and assessed the extent of compliance with these laws and regulations as part of our procedures on the related financial statement items.

Based on our understanding of the charity and the sectors it operates in we identified that the principal risks of non-compliance with laws and regulations related to breaches of Charities Act 2011, UK Tax Legislation and UK Employment Law; Companies Act 2006; Safeguarding and GDPR regulations; and the terms of the charity's governing documents. We also evaluated management incentive and opportunities for fraudulent manipulations of the financial statements.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE MEMBERS OF WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

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Audit procedures performed included:

- Identifying and assessing the design effectiveness of controls in management have in place to prevent and detect fraud.
- Challenging assumptions and judgments made by management in their significant accounting estimates and assessing if these indicate evidence of management bias;
- Reviewing the accounting records for large and unusual journal entries and testing any identified and in particular the rationale for any transactions outside the charity's normal course of activity;
- Reviewing the accounting records for large and unusual bank payments and testing any identified and in particular the rationale for any transactions outside the charity's normal course of activity;
- Testing a sample of debit entries in the profit and loss account to check they are bona-fide costs made for the benefit of the charity;
- Discussions with management, including consideration of known or suspected incidences of non-compliance with laws and regulation and fraud;
- Reviewing returns made to Companies House and HMRC.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

#### **Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

*W A Hubbard*

**Wende Hubbard FCCA (Senior Statutory Auditor)  
for and on behalf of Burgis & Bullock**

3 November 2025

**Chartered Accountants  
Statutory Auditor**

23-25 Waterloo Place  
Leamington Spa  
Warwickshire  
CV32 5LA

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## STATEMENT OF FINANCIAL ACTIVITIES

*FOR THE YEAR ENDED 31 MARCH 2025*

### Current financial year

	Notes	Unrestricted funds 2025 £	Restricted funds 2025 £	Endowment funds 2025 £	Total 2025 £	Total 2024 £
<b><u>Income and endowments from:</u></b>						
Donations and legacies	3	455	-	-	455	4,023
Charitable activities	4	668,523	959,444	-	1,627,967	1,426,775
Investments	5	4,102	-	-	4,102	4,243
Other income	6	328,919	-	-	328,919	104,006
<b>Total income</b>		<b>1,001,999</b>	<b>959,444</b>	<b>-</b>	<b>1,961,443</b>	<b>1,539,047</b>
<b><u>Expenditure on:</u></b>						
Charitable activities	7	839,643	999,150	4,700	1,843,493	1,620,636
<b>Total expenditure</b>		<b>839,643</b>	<b>999,150</b>	<b>4,700</b>	<b>1,843,493</b>	<b>1,620,636</b>
Net gains/(losses) on investments	13	-	-	1,003	1,003	(192)
<b>Net incoming/(outgoing) resources before transfers</b>		<b>162,356</b>	<b>(39,706)</b>	<b>(3,697)</b>	<b>118,953</b>	<b>(81,781)</b>
Gross transfers between funds	14	(17,164)	17,164	-	-	-
<b>Net movement in funds</b>		<b>145,192</b>	<b>(22,542)</b>	<b>(3,697)</b>	<b>118,953</b>	<b>(81,781)</b>
Fund balances at 1 April 2024		282,239	514,284	185,414	981,937	1,063,718
<b>Fund balances at 31 March 2025</b>		<b>427,431</b>	<b>491,742</b>	<b>181,717</b>	<b>1,100,890</b>	<b>981,937</b>

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

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2025*

**Prior financial year**

		Unrestricted funds general 2024 £	Unrestricted funds Designated 2024 £	Restricted funds 2024 £	Endowment funds 2024 £	Total 2024 £
	Notes					
<b><u>Income and endowments from:</u></b>						
Donations and legacies	3	3,328	-	695	-	4,023
Charitable activities	4	627,126	-	799,649	-	1,426,775
Investments	5	4,243	-	-	-	4,243
Other income	6	104,006	-	-	-	104,006
<b>Total income</b>		738,703	-	800,344	-	1,539,047
<b><u>Expenditure on:</u></b>						
Charitable activities	7	874,611	1,320	740,005	4,700	1,620,636
<b>Total expenditure</b>		874,611	1,320	740,005	4,700	1,620,636
Net gains/(losses) on investments	13	-	-	-	(192)	(192)
<b>Net incoming/(outgoing) resources before transfers</b>		(135,908)	(1,320)	60,339	(4,892)	(81,781)
Gross transfers between funds	14	23,228	(23,228)	-	-	-
<b>Net movement in funds</b>		(112,680)	(24,548)	60,339	(4,892)	(81,781)
Fund balances at 1 April 2023		394,919	24,548	453,945	190,306	1,063,718
<b>Fund balances at 31 March 2024</b>		282,239	-	514,284	185,414	981,937

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## SUMMARY INCOME AND EXPENDITURE ACCOUNT

*FOR THE YEAR ENDED 31 MARCH 2025*

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	<b>All income funds</b>	
	<b>2025</b>	2024
	<b>£</b>	<b>£</b>
Gross income	<b>1,961,443</b>	1,539,047
Gains/(losses) on investments	<b>1,003</b>	(192)
	<hr/>	<hr/>
Total income in the reporting period	<b>1,962,446</b>	1,538,855
	<hr/>	<hr/>
Total expenditure from income funds	<b>1,843,493</b>	1,620,636
	<hr/>	<hr/>
<b>Net income/(expenditure) for the year</b>	<b>118,953</b>	(81,781)
	<hr/> <hr/>	<hr/> <hr/>

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## BALANCE SHEET

*AS AT 31 MARCH 2025*

		2025		2024	
	Notes	£	£	£	£
<b>Fixed assets</b>					
Tangible assets	15		354,584		518,057
Investments	16		17,217		16,214
			371,801		534,271
<b>Current assets</b>					
Debtors	18	216,043		186,110	
Investments	19	170,335		-	
Cash at bank and in hand		540,579		484,038	
			926,957		670,148
<b>Creditors: amounts falling due within one year</b>	<b>20</b>		(197,868)		(222,482)
<b>Net current assets</b>			729,089		447,666
<b>Total assets less current liabilities</b>			1,100,890		981,937
<b>Net assets</b>			1,100,890		981,937
<b>The funds of the Charity</b>					
Endowment funds	23		181,717		185,414
Restricted income funds	25		491,742		514,284
Unrestricted funds			427,431		282,239
			1,100,890		981,937
			1,100,890		981,937

The financial statements were approved by the Trustees on 3 November 2025



C Spiers  
Trustee



J Querelle  
Trustee

Company registration number 06531268 (England and Wales)

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2025

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		2025		2024	
	Notes	£	£	£	£
<b>Cash flows from operating activities</b>					
Cash (absorbed by)/generated from operations	30		(112,215)		48,053
<b>Investing activities</b>					
Purchase of tangible fixed assets		-		(15,572)	
Proceeds from disposal of tangible fixed assets		334,989		-	
Purchase of investments		(170,335)		-	
Investment income received		4,102		4,243	
		<u>          </u>		<u>          </u>	
<b>Net cash generated from/(used in) investing activities</b>			168,756		(11,329)
<b>Net cash generated from financing activities</b>			<u>          </u>		<u>          </u>
			56,541		36,724
Cash and cash equivalents at beginning of year			<u>484,038</u>		<u>447,314</u>
<b>Cash and cash equivalents at end of year</b>			<u>540,579</u>		<u>484,038</u>

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS

*FOR THE YEAR ENDED 31 MARCH 2025*

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### **1 Accounting Policies**

#### **Charity Information**

Warwickshire Community and Voluntary Action is a charitable company limited by guarantee, incorporated in England & Wales on 11 March 2008 and registered in Cardiff, as a charity on 1 April 2008. The registered office is 4-6 Clemens Street, Leamington Spa, CV31 2DL.

#### **1.1 Accounting Convention**

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

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include fixed asset investments and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### **1.2 Going Concern**

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### **1.3 Charitable Funds**

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Designated funds are unrestricted funds that the directors have set aside for specific purposes.

Restricted funds are funds that can only be used for particular purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Endowment funds are funds which are gifted and where restrictions arise when specified by the donor and capital is not used for direct expenditure.

#### **1.4 Incoming Resources**

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

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### 1 Accounting Policies

(Continued)

Grants and other income are recognised when the income is due providing terms and conditions have been met.

Rental income is recognised on a straight line basis over the contracted term.

Income is measured at the fair value of the consideration received or receivable and represents amounts receivable for services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

#### 1.5 Resources Expended

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenses are accounted for on an accruals basis. Expenditure incurred on support costs arises from project management, split as agreed by Funders, Finance and Human Resources costs allocated to projects paying for these costs, and central overheads and general management which are split on a full time equivalent employee basis. Other funders agree a percentage of salary expenditure incurred during the year. Governance costs only include the audit fee, AGM expenditure, Directors' expenses and Companies House fee.

##### ***Expenditure by Activity***

Charitable expenditure is allocated to relevant activities on a direct cost basis and, in respect of any shared administration costs, as set out above under 'Resources Expended'. Activities are categorised by way of projects being undertaken and the provision of the charity's core objectives in providing Infrastructure support to the local, voluntary and community sector. The total expenditure incurred on each individual activity is disclosed in the financial statements. The Trustees also provide a further analysis of the overall expenditure incurred by the charity by cost centre. The Trustees believe this information provides the reader of the financial statements with a clearer understanding of the costs associated with delivering their charitable activities and the overall nature of those costs.

#### 1.6 Tangible Fixed Assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is charged by annual instalments commencing with the date of acquisition at rates estimated to write off their cost less any residual value over the expected useful lives as follows:

Freehold land and buildings	50 years straight line
Leasehold improvements	Over life of lease
Furniture and equipment	5 years straight line

Furniture and equipment with a monetary value of less than £2,500 is written off in full in the year of purchase. Leasehold Improvements with a monetary value of less than £10,000 are written off in full in the year of purchase.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

---

### 1 Accounting Policies

(Continued)

#### 1.7 Fixed asset investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their value at the balance sheet date using the closing quoted market price. The statement of financial activities includes the unrealised gain or loss arising on revaluation.

#### 1.8 Impairment of fixed assets

At each reporting end date, the Charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less.

Current asset investments include deposits held with banks and other short-term liquid investments with original maturities of three months or more.

#### 1.10 Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial assets and liabilities are recognised when the charity becomes party to the contractual provisions of the instrument. The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. All financial assets and liabilities are initially recorded at transaction price. Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

##### ***Basic financial assets***

Basic financial assets are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest.

##### ***Basic financial liabilities***

Basic financial liabilities, including creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due and are subsequently carried at amortised cost, using the effective interest rate method. Financial assets and liabilities classified as receivable or payable within one year are not amortised.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

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### 1 Accounting Policies (Continued)

#### *Derecognition of financial liabilities*

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

Rentals payable under operating leases are charged against income on a straight line basis over the period of the lease.

#### 1.11 Pension costs

The charity operates a third party defined contribution scheme. The pension charge is shown in note 11 to the accounts.

#### 1.12 Retirement benefits

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

#### 1.13 Operating Leases

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

### 2 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

The following judgements and estimates have had the most significant effect on amounts recognised in the accounts:

#### **Analysis of expenditure on activity basis**

The charity has used judgement to allocate expenditure to its principal activities. Expenditure on support costs is allocated to projects paying for these costs, and central overheads and general management costs are split on a full time equivalent employee basis. Other funders agree a percentage of salary expenditure incurred during the year.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

### 3 Income from donations and legacies

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Donations and gifts	455	-	455	3,328	695	4,023

### 4 Charitable activities

	Charitable Income 2025 £	Charitable Income 2024 £
Grants	961,926	561,629
Supply of services	9,617	70,395
Contractual payments	643,613	824,340
Other trading income	9,984	1,361
Sponsorship income	2,827	5,050
	<u>1,627,967</u>	<u>1,426,775</u>
<b>Analysis by fund</b>		
Unrestricted funds - general	668,523	627,126
Restricted funds	959,444	799,649
	<u>1,627,967</u>	<u>1,426,775</u>

### 5 Income from investments

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Income from listed investments	4,102	4,243

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2025*

### 6 Other income

	<b>Unrestricted funds 2025 £</b>	<b>Unrestricted funds 2024 £</b>
Net gain on disposal of tangible fixed assets	185,389	-
Rent receivable	143,530	104,006
	328,919	104,006
	328,919	104,006

### 7 Expenditure on charitable activities

	<b>Charitable Expenditure 2025 £</b>	<b>Charitable Expenditure 2024 £</b>
<b>Direct costs</b>		
Staff costs	898,254	1,042,989
Depreciation and impairment	13,873	18,054
Premises costs	78,205	76,995
Travelling expenses	21,358	19,252
Office expenses	25,329	16,888
Equipment hire and rental	10,977	10,162
Repairs and maintenance	41,417	43,287
General expenses	63,442	56,159
Irrecoverable VAT	13,340	18,052
Bank charges	1,134	1,181
Professional fees	27,923	24,199
IT costs	21,704	36,683
Project costs	119,009	55,869
Direct costs	2,302	3,594
	1,338,267	1,423,364
Grant funding of activities (see note 8)	496,397	188,705

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2025*

**7 Expenditure on charitable activities** **(Continued)**

**Share of support and governance costs (see note 9)**

Governance	8,829	8,567
	1,843,493	1,620,636
	1,843,493	1,620,636

**Analysis by fund**

Unrestricted funds - general	839,643	874,611
Unrestricted funds - designated funds	-	1,320
Restricted funds	999,150	740,005
Endowment funds	4,700	4,700
	1,843,493	1,620,636
	1,843,493	1,620,636

Project costs, previously included in general expenses, have been reclassified for the year end 31 March 2024.

**8 Grants payable**

	<b>Charitable Expenditure 2025 £</b>	<b>Charitable Expenditure 2024 £</b>
Grants to institutions:		
BL Arley & Ansley	203,247	84,214
BL Hill Top & Caldwell	183,451	19,204
Coventry CDA	40,000	40,000
Grapevine	40,000	40,000
Rugby Borough Council Tackling Social Inequalities Fund	11,359	-
Warwickshire County Council Kind Food Grants	13,350	-
National Association of Food Programme	-	3,000
Amanah Youth	-	1,000
Other	4,990	1,287
	496,397	188,705
	496,397	188,705

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2025*

### 9 Support costs allocated to activities

	2025	2024
	£	£
Governance costs	8,829	8,567
	<u>8,829</u>	<u>8,567</u>
<b>Analysed between:</b>		
Charitable Expenditure	8,829	8,567
	<u>8,829</u>	<u>8,567</u>
	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
<b>Governance costs comprise:</b>		
Audit fees	8,716	8,000
Legal and professional	-	400
Trustees expenses	113	167
	<u>8,829</u>	<u>8,567</u>

### 10 Net movement in funds

	2025	2024
	£	£
The net movement in funds is stated after charging/(crediting):		
Fees payable for the audit of the charity's financial statements	8,716	8,000
Depreciation of owned tangible fixed assets	13,873	18,054
Profit on disposal of tangible fixed assets	(185,389)	-
	<u>8,829</u>	<u>8,567</u>

### 11 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the Charity during the year. Expenses amounting to £113 were reimbursed to 1 trustee during the year (2024 - £167 reimbursed to 3 trustees).

### 12 Employees

The average monthly number of employees during the year was:

	2025	2024
	Number	Number
	36	42
	<u>36</u>	<u>42</u>

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

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<b>12 Employees</b>	<b>(Continued)</b>	
<b>Employment costs</b>	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Wages and salaries	805,824	937,635
Social security costs	64,640	72,384
Other pension costs	27,790	32,970
	<u>898,254</u>	<u>1,042,989</u>

The number, on the basis of full time equivalents by analysed functions, was: 15.9 WCAVA Core Activities staff (2024 15.1) and 9.3 Other Projects staff (2024 14.6).

There were no employees whose annual remuneration was more than £60,000.

### 13 Gains and losses on investments

	<b>Endowment funds 2025 £</b>	<b>Endowment funds 2024 £</b>
Gains/(losses) arising on:		
Revaluation of investments	1,003	(192)
	<u>1,003</u>	<u>(192)</u>

### 14 Transfers

A transfer of £17,164 was made during the year from unrestricted to restricted funds. This transfer related to the underspend on a grant, which was unrestricted in nature, for a project that finished during the year. The grant provider had an expectation on how the remaining income would be spent and therefore this balance was transferred to restricted funds.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2025*

### 15 Tangible fixed assets

	Freehold land and buildings	Leasehold improvements	Furniture and equipment	Total
	£	£	£	£
<b>Cost</b>				
At 1 April 2024	455,000	216,452	18,578	690,030
Disposals	(220,000)	-	-	(220,000)
At 31 March 2025	235,000	216,452	18,578	470,030
<b>Depreciation and impairment</b>				
At 1 April 2024	136,200	19,082	16,691	171,973
Depreciation charged in the year	4,700	7,286	1,887	13,873
Eliminated in respect of disposals	(70,400)	-	-	(70,400)
At 31 March 2025	70,500	26,368	18,578	115,446
<b>Carrying amount</b>				
At 31 March 2025	164,500	190,084	-	354,584
At 31 March 2024	318,800	197,370	1,887	518,057

### 16 Fixed asset investments

	Listed investments	Cash in portfolio	Total
	£	£	£
<b>Cost or valuation</b>			
At 1 April 2024	8,647	7,567	16,214
Valuation changes	1,003	-	1,003
At 31 March 2025	9,650	7,567	17,217
<b>Carrying amount</b>			
At 31 March 2025	9,650	7,567	17,217
At 31 March 2024	8,647	7,567	16,214

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2025*

17 Financial instruments		2025 £	2024 £
<b>Carrying amount of financial assets</b>			
Instruments measured at fair value through profit or loss		9,650	8,647
		<u>9,650</u>	<u>8,647</u>
18 Debtors		2025 £	2024 £
<b>Amounts falling due within one year:</b>			
Trade debtors		160,109	121,621
Other debtors		-	2,705
Prepayments and accrued income		55,934	61,784
		<u>216,043</u>	<u>186,110</u>
19 Current asset investments		2025 £	2024 £
Short term deposit accounts		170,335	-
		<u>170,335</u>	<u>-</u>
20 Creditors: amounts falling due within one year		2025 £	2024 £
	<b>Notes</b>		
Other taxation and social security		108,830	126,475
Deferred income	<b>21</b>	-	13,500
Trade creditors		12,528	38,082
Other creditors		23,300	31,380
Accruals		53,210	13,045
		<u>197,868</u>	<u>222,482</u>

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

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### 21 Deferred income

	2025	2024
	£	£
Other deferred income	-	13,500
	<u>          </u>	<u>          </u>

Deferred income related to grants and service contract income received in advance is included in the financial statements as follows:

	2025	2024
	£	£
Deferred income is included within:		
Current liabilities	-	13,500
	<u>          </u>	<u>          </u>
Movements in the year:		
Deferred income at 1 April 2024	13,500	96,231
Released from previous periods	(13,500)	(84,231)
Resources deferred in the year	-	1,500
	<u>          </u>	<u>          </u>
Deferred income at 31 March 2025	-	13,500
	<u>          </u>	<u>          </u>

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2025*

### 22 Retirement benefit schemes

	2025	2024
Defined contribution schemes	£	£
Charge to profit or loss in respect of defined contribution schemes	27,790	32,970
	27,790	32,970

The Charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the Charity in an independently administered fund.

### 23 Endowment funds

Endowment funds represent assets which must be held permanently by the Charity. Income arising on the endowment funds can be used in accordance with the objects of the Charity and is included as unrestricted income. Any capital gains or losses arising on the assets form part of the fund.

	At 1 April 2024	Resources expended	Gains and losses	At 31 March 2025
	£	£	£	£
<b>Permanent endowments</b>				
Morwenna Hughes Memorial Fund	16,214	-	1,003	17,217
Freehold Premises	169,200	(4,700)	-	164,500
	185,414	(4,700)	1,003	181,717
	185,414	(4,700)	1,003	181,717

#### Previous year:

	At 1 April 2023	Resources expended	Gains and losses	At 31 March 2024
	£	£	£	£
<b>Permanent endowments</b>				
Morwenna Hughes Memorial Fund	16,406	-	(192)	16,214
Freehold Premises	173,900	(4,700)	-	169,200
	190,306	(4,700)	(192)	185,414
	190,306	(4,700)	(192)	185,414

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

### 24 Unrestricted funds - designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	At 1 April 2024 £	Resources expended £	Transfers £	At 31 March 2025 £
Nuneaton - Newtown Centre	-	-	-	-
	=====	=====	=====	=====
<b>Previous year:</b>	<b>At 1 April 2023 £</b>	<b>Resources expended £</b>	<b>Transfers £</b>	<b>At 31 March 2024 £</b>
Nuneaton - Newtown Centre	24,548	(1,320)	(23,228)	-
	=====	=====	=====	=====

In the previous year, transfers of £23,228 were made from the designated fund to the unrestricted fund to cover capital and revenue expenditure in relation to the Newtown Centre.

## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2025**

25 Restricted funds	Movement in funds		Movement in funds		Movement in funds		Transfers	Balance at 31 March 2025
	Balance at 1 April 2023	Incoming resources	Resources expended	Balance at 1 April 2024	Incoming resources	Resources expended		
	£	£	£	£	£	£	£	£
<b>WCAVA</b>								
WCAVA - Transformation	14,192	-	(11,856)	2,336	-	-	-	2,336
Targeted Testing Volunteer project	3,983	-	(3,025)	958	-	-	-	958
Inclusive Volunteering & IT Accessibility	10,739	-	(1,886)	8,853	-	(1,887)	-	6,966
Youth Leadership Development	7,295	-	-	7,295	-	-	-	7,295
COVID Vaccination programme	17,634	46,800	(42,120)	22,314	-	(11,353)	-	10,961
Local Socially Isolated Carers Programme	6,667	-	(6,667)	-	-	-	-	-
Community Mental Health Transformation Prog	21,313	97,126	(84,887)	33,552	-	(21,709)	-	11,843
Community Builder	1,546	52,315	(35,137)	18,724	54,180	(37,880)	-	35,024
Ukrainian Support	9,201	-	(9,201)	-	-	-	-	-
Tribe Project	82,558	-	(27,707)	54,851	-	(19,168)	-	35,683
REN - Research Engagement Network	-	24,000	(7,950)	16,050	44,172	(20,897)	-	39,325
Tackling Social Inequalities	-	28,164	-	28,164	-	(22,956)	-	5,208
WCC Kind Food Grant	-	39,500	-	39,500	-	(16,073)	-	23,427
Social Fabric Fund - Levelling up	-	81,423	(32,385)	49,038	108,516	(116,190)	-	41,364
ICS VCFSE Collaborative	-	-	-	-	72,300	(38,493)	-	33,807
South Place	6,194	-	(3,792)	2,402	-	(18)	-	2,384

## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

25 Restricted funds	(Continued)									
	Balance at 1 April 2023 £	Movement in funds		Balance at 1 April 2024 £	Movement in funds		Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2025 £
<b>Nuneaton &amp; Bedworth</b>										
N & B Special Projects	4,739	171	(662)	4,248	1,500	(3,769)	-	-	-	1,979
N&B Youth Education	12,684	-	(1,431)	11,253	-	(175)	-	-	-	11,078
Nuneaton HTC Opportunities Year 5- 6	10,913	-	-	10,913	-	-	-	-	-	10,913
Nuneaton HTC Aspirations Year 5- 6	1,762	-	-	1,762	-	-	-	-	-	1,762
Nuneaton HTC Poverty Year 5- 6	474	-	-	474	-	-	-	-	-	474
Nuneaton HTC Supporting BL Year5- 6	(3,662)	1,949	50	(1,663)	1,679	(341)	-	-	-	(325)
Nuneaton-HTC LTO charges Year 5 - 6	5,646	-	-	5,646	-	-	-	-	-	5,646
Nuneaton -- BL HTC August 2022 - January 2026	37,969	63,609	(103,916)	(2,338)	300,796	(298,458)	-	-	-	-
Nuneaton Leasehold improvements	84,052	-	-	84,052	-	-	-	-	-	84,052
<b>Rugby</b>										
ConnectWell (Social Prescribing)	20,829	-	(7,591)	13,238	-	(2,250)	-	-	-	10,988
Rugby Borough Council	-	39,600	(39,600)	-	42,253	(42,253)	-	-	-	-

## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

25 Restricted funds	(Continued)									
	Movement in funds		Movement in funds		Movement in funds		Movement in funds		Movement in funds	
	Balance at 1 April 2023 £	Incoming resources £	Resources expended £	Balance at 1 April 2024 £	Incoming resources £	Resources expended £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2025 £
<b>North Warwickshire</b>										
Youth Volunteering	3,031	-	-	3,031	-	-	-	-	-	3,031
3 Villages Youth Project	4	-	-	4	-	(824)	-	-	-	(820)
Ex-Mining Villages Partnership	17,817	25,000	(27,479)	15,338	-	(11,848)	-	-	-	3,490
NW-BL Arley & Ansley	6,691	-	-	6,691	-	-	-	-	-	6,691
NW Arley & Ansley Youth Club	2,341	201	-	2,542	-	-	-	-	-	2,542
NW - BL Arley & Ansley Plan 2021 - 2024	5,665	214,079	(220,280)	(536)	307,644	(281,961)	-	-	-	25,147
<b>Stratford</b>										
Stratford Development Worker	14,338	35,473	(28,869)	20,942	34,320	(32,040)	-	-	-	23,222
<b>Solihull</b>										
Birmingham VCS	16,905	13,630	(331)	30,204	-	-	-	-	-	30,204
Solihull Volunteer Coordinator	30,308	37,304	(43,268)	24,344	(7,916)	(133)	-	-	-	16,295
Solihull Faiths Forum	117	-	(15)	102	-	-	-	-	-	102
Solihull underspend	-	-	-	-	-	(18,474)	-	(18,474)	17,164	(1,310)
	453,945	800,344	(740,005)	514,284	959,444	(999,150)	-	-	17,164	491,742

## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

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<b>25 Restricted funds</b>	<b>(Continued)</b>
<b>WCAVA</b> <u>WCAVA – Transformation</u> Established to assist with the future of the organisation’s staffing resources.	
<u>Targeted Testing Volunteer project</u> Underspend on this project approved by Warwickshire County Council for the Digital Exclusion project to assist underrepresented groups with their digital skills.	
<u>Inclusive Volunteering &amp; IT Accessibility</u> Established to help the organisation transform and upgrade its volunteering and IT capacities using up-to-date technology.	
<u>Youth Leadership Development</u> Amalgamation of residual funds to promote a Youth Leadership.	
<u>Covid Vaccination programme</u> WCAVA has been commissioned by the NHS to provide volunteers for various vaccination sites across North and South Warwickshire.	
<u>Locally Socially Isolated Carers Programme</u> Funding from WCC, working to develop volunteers, specifically aimed at providing support to Carers who may be feeling lonely and socially isolated, particularly following the pandemic and period of lockdown.	
<u>Community Mental Health Transformation Programme</u> Coventry and Warwickshire Partnership have provided an innovation pot with a targeted and specific focus to address local health and life inequalities of people with severe mental health problems including BAME communities, LGBTQIA+ communities.	
<u>Community Builder</u> Funding from Stratford upon Avon District Council as part of a programme to work with deprived communities to improve social inclusion and community cohesion and resilience.	

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## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

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<b>25 Restricted funds</b>	<b>(Continued)</b>
<p><u>Ukrainian Support</u> WCC requested support from WCAVA to identify the voluntary groups and informal networks across Warwickshire who would offer support/good will to Ukrainian refugees.</p>	
<p><u>Tribe Project</u> South Warwickshire Partnership Board funded a pilot initiative called Tribe, provided through bronzelabs. The Tribe free phone app and website holds information on all kinds of local groups and activities that could help people to connect with others and find healthy living activities. The pilot worked with a cohort in Queensway Court in Leamington and another in Shipston-on-Stour.</p>	
<p><u>REN - Research Engagement Network</u> This project increases the diversity of mental health research by increasing the research capacity and capability, and engagement with communities who are underrepresented in this field of work.</p>	
<p><u>Tackling Social Inequalities</u> Rugby Place have allocated funding from the Tackling Social Inequalities (TSI) fund of £28,164 to WCAVA to support the TSI priorities: Improving Mental Health; Access to services; Skills and Training.</p>	
<p><u>ICS VCFSE Collaborative</u> To lead on the work of the ICS VCFSE Collaborative, which acts as the main body for system partners across Health and Social Care to integrate the sector in reducing health inequality through its prevention work.</p>	
<p><u>WCC Kind Food Grant</u> Funding received from Warwickshire County Council to support people to live healthy and independent lives and work with partners to reduce health inequalities and to tackle climate change.</p>	

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## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

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<b>25 Restricted funds</b>	<b>(Continued)</b>
<u>Social Fabric Fund - Levelling up</u> The objective of the Fund is to invest in social infrastructure to develop and strengthen Warwickshire's most deprived communities and, in doing so, improve residents' life chances and reduce inequalities.	
<b>NUNEATON &amp; BEDWORTH</b> <u>N &amp; B Special Project</u> Local restricted funds that aim to increase capacity within the community to enable support for vulnerable members and those in most deprived areas.	
<u>N&amp;B Youth Education</u> Funding made available by Midlands Training, to assist and support youth with their education in the Nuneaton area.	
<u>Hill Top &amp; Caldwell Big Local Area Funds</u> A range of funds held by WCAVA as the locally trusted organisation on behalf of the partnership for the Hill Top & Caldwell, Big Local area to deliver a local resident-led programme for improvement.	
<u>Nuneaton Leasehold Improvements</u> Funding from Heart of England for improvements to the Newtown Centre.	
<b>RUGBY</b> <u>Connect Well (Social Prescribing)</u> A project to build upon the pilot tested model of 'social prescribing' and 'social referral,' signposting to access services and activities delivered by the VCS and statutory partners with the aim of improving people's health and wellbeing.	
<u>Rugby Borough Council</u> Warwickshire Community and Voluntary Action to provide support and capacity building for the Voluntary and Community Services in Rugby.	

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## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

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25 Restricted funds (Continued)

#### **NORTH WARWICKSHIRE**

##### Youth Volunteering

Funds set aside to sustain continuation of project.

##### 3 Villages Youth project

Funding to support running costs of Targeted Youth Support Service.

##### Ex Mining Villages Partnership

WCC funding for the youth clubs in North Warwickshire.

##### BL Arley/Ansley Plan 2018

Funds held as locally trusted organisation on behalf of the partnership for Arley and Ansley as a Big Local area to deliver a local resident-led programme for improvement.

#### **STRATFORD UPON AVON**

##### Development Worker

The provision of a Development Officer to identify and secure funding opportunities that will enhance and support the Voluntary and Community sector within the Stratford-on-Avon district. This will focus on supporting older people and empower communities to harness local resources and expertise to help themselves.

## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

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<b>25 Restricted funds</b>	<b>(Continued)</b>
<b>SOLIHULL</b>	
<u>Volunteer Coordinator</u>	
Employ a volunteer co-ordinator to: ensure effective implementation of Volunteer Connect; support volunteer based organisations to access and manage a volunteer workforce; share volunteer management good practice with groups thereby ensuring that volunteers in Solihull have a positive and safe experience whilst volunteering; be a point of contact for groups and those wishing to volunteer and will promote volunteering across Solihull communities in conjunction with the SMBC Community Development Team.	
<u>Birmingham VCS</u>	
Funding to raise awareness and provide updates to the VCFSE in Solihull on the Integrated Care System as part of the wider Birmingham and Solihull Health and Social Care landscape. Also supports CAVA's role within strategic representation of the sector across the health sector.	
<u>Solihull – Solihull underspend</u>	
SMBC funded work to support the implementation of a new grant funding platform, volunteering support and delivery of training to support capacity building of the VCFSE across the borough.	
<b>OTHER LOCAL FUNDS</b>	
Small funds held and distributed in the relevant locality as required by the donor.	

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# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

### 26 Analysis of net assets between funds

	Unrestricted funds 2025 £	Restricted funds 2025 £	Endowment funds 2025 £	Total 2025 £
<b>At 31 March 2025:</b>				
Tangible assets	190,084	-	164,500	354,584
Investments	-	-	17,217	17,217
Current assets/(liabilities)	237,347	491,742	-	729,089
	<u>427,431</u>	<u>491,742</u>	<u>181,717</u>	<u>1,100,890</u>
	<u><u>427,431</u></u>	<u><u>491,742</u></u>	<u><u>181,717</u></u>	<u><u>1,100,890</u></u>
	Unrestricted funds 2024 £	Restricted funds 2024 £	Endowment funds 2024 £	Total 2024 £
<b>At 31 March 2024:</b>				
Tangible assets	346,970	1,887	169,200	518,057
Investments	-	-	16,214	16,214
Current assets/(liabilities)	(64,731)	512,397	-	447,666
	<u>282,239</u>	<u>514,284</u>	<u>185,414</u>	<u>981,937</u>
	<u><u>282,239</u></u>	<u><u>514,284</u></u>	<u><u>185,414</u></u>	<u><u>981,937</u></u>

### 27 Contingent liability

In the event of the sale of the freehold property the charity is required to return £225,000 to Warwick District Council as part of the original asset community transfer clause agreement.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2025*

### 28 Operating lease commitments

At the reporting end date the Charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2025	2024
	£	£
Within one year	6,867	14,396
Between two and five years	200	4,953
In over five years	579	629
	7,646	19,978
	7,646	19,978

### 29 Related party transactions

#### Remuneration of key management personnel

The remuneration of key management personnel was as follows:

	2025	2024
	£	£
Aggregate compensation	66,729	63,302
	66,729	63,302

### 30 Cash (absorbed by)/generated from operations

	2025	2024
	£	£
Surplus/(deficit) for the year	118,953	(81,781)
<b>Adjustments for:</b>		
Investment income recognised in statement of financial activities	(4,102)	(4,243)
Gain on disposal of tangible fixed assets	(185,389)	-
Fair value gains and losses on investments	(1,003)	192
Depreciation and impairment of tangible fixed assets	13,873	18,054
<b>Movements in working capital:</b>		
(Increase)/decrease in debtors	(29,933)	201,961
(Decrease) in creditors	(11,114)	(3,399)
(Decrease) in deferred income	(13,500)	(82,731)
	(112,215)	48,053
<b>Cash (absorbed by)/generated from operations</b>	(112,215)	48,053

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2025*

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### **31 Analysis of changes in net funds**

The Charity had no material debt during the year.

**WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

England & Wales - Charity number 1123402

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# Accounts

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**Charity registration number 1123402**

**Company registration number 06531268 (England and Wales)**

**WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2024**

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## LEGAL AND ADMINISTRATIVE INFORMATION

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### REFERENCE and ADMINISTRATIVE DETAILS

<b>Charity Name</b>	Warwickshire Community and Voluntary Action (WCAVA)
<b>Company number</b>	06531268 (England and Wales)
<b>Charity number</b>	1123402
<b>Registered office</b>	4-6 Clemens Street, Leamington Spa, CV31 2DL
<b>Company Secretary</b>	K Winchcombe
<b>Directors</b>	<p>The Directors, who have served through the financial year and to the date of signing this report, except where stated, were:</p> <p>Andrew Gabbitas S Hammond P Robson S C Rawbone C Spiers J A Wildig J McKenzie (Appointed 31 October 2023) G A Other (Resigned 31 March 2024)</p>
<b>Auditor</b>	<p>Burgis &amp; Bullock 23-25 Waterloo Place, Leamington Spa, CV32 5LA</p>
<b>Solicitors</b>	<p>Lodders Solicitors LLP Arden Street, Stratford-Upon-Avon, CV37 6PA</p>
<b>Bankers</b>	<p>HSBC Bank PLC 126 Parade, Leamington Spa, CV32 4AJ</p>
<b>Investment advisors</b>	<p>Towergate Insurance Trading name of Towergate Underwriting Group Limited., Eclipse Park, Sittingbourne Road, Maidstone, ME14 3EN</p>

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# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

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# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

*FOR THE YEAR ENDED 31 MARCH 2024*

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The Directors (who are the Trustees of the Charity) have pleasure in submitting their Annual Report together with the audited financial statements for the year ended 31 March 2024.

### **STRUCTURE, GOVERNANCE and MANAGEMENT**

#### **Governing Document**

WCAVA is a charitable company limited by guarantee, incorporated on 11 March 2008 and registered as a charity on 1 April 2008.

The charitable company was established under a Memorandum of Association, which established the objectives and powers of the company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

The Directors are responsible for the overall governance of the charitable company.

#### **Significant Changes**

There were no Governance/constitution changes.

The Board agreed to the appointment of one Trustee and accepted the retirement of an existing Trustee.

At the AGM, Phil Robson stood down as Vice Chair and Clare Spiers was voted into the role of Vice Chair.

The number of members that can be registered is unlimited and membership is open to any individual or organisation that is interested in promoting the aims and objectives of WCAVA. There has been a focus on membership recruitment during the year with positive results.

The Board is required to have at least 8 Members and there is no maximum, unless determined by ordinary resolution. Annually one third of the Board retires by rotation, but these directors are eligible for re-election. The Board have the power to co-opt additional directors. No director can serve for more than nine consecutive years.

The members of the Board, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report are listed on page one.

Directors may be nominated by the membership in accordance with the memorandum, to reflect the range of voluntary and community groups as well as for their knowledge of the area and the work of the charity. The Board endeavours to ensure there is a balance of skills and expertise. Co-opted directors are recruited from a range of sources: specialist advertising mediums, introduction by existing members and direct applications 'through word of mouth'. Prospective members are required to complete application forms, which are duly assessed against the 'Skills Needs Analysis' to ensure that there is a balance of skills and expertise at any one time.

There is a comprehensive induction programme for new Board members, which comprises a session on their roles and responsibilities and on the key operational policies and procedures that shape the delivery of the day to day services. This is supplemented by training and development using the Charity Commission guidance and resources.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2024*

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The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Charity's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

### **Organisation**

The Trustees met as a Full Board 7 times during 2023 and 2024.

A Lead Trustee continues to work with both the Full Board and the Operational Senior Management Team to update the Risk Register.

The day-to-day running of the charity is delegated to the Chief Executive with support from the Senior Management Team.

### **Senior Staff**

Chief Executive	Karen Winchcombe
Area Manager - North	Alison Thompson
Area Manager - Solihull	Jane Holdsworth
Area Manager - South/Mid	Tracy Southam
Finance Manager	Ruby Sarkaria

The Directors consider that the Board of Directors and the Chief Executive comprise the key management personnel of the directing and controlling, running and operating the charity on a day to day basis. No director received remuneration in the year. Details of directors' expenses and related party transactions are disclosed in note 11 to the accounts. In view of the nature of the charity, the directors benchmark the Chief Executive remuneration as the average paid for the role in similar sized charities.

### **Risk Management**

A risk register has been established by the Board. Risks are regularly reviewed and updated by the sub committees and the Board. The Directors are satisfied that they have considered the major risks to which the charity is exposed, that they have taken action to mitigate or to manage those risks and that there are systems in place to monitor any changes in those risks.

## **WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

***FOR THE YEAR ENDED 31 MARCH 2024***

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#### **Projects**

CAVA continued as the Local Infrastructure Organisation for the Big Local Projects in Arley and Ansley and Hilltop and Caldwell working with two local resident led partnerships to achieve their local plans for the areas.

Coventry and Warwickshire ICS extended WCAVA's contract to provide support to recruit and manage volunteers for a number of the Covid vaccination sites across South and North Warwickshire. The funding for this work was successfully transitioned from CCG to the Integrated Care System (ICS).

Stratford-on-Avon District Social Inclusion Partnership (SIP) Development officer continued in post to enhance and support the VCSE sector in the district with a focus on work that addresses the priorities of SIP.

Birmingham and Solihull ICS supported work in Solihull to engage with the wider VCSE to inform priorities around health inequalities.

The Community Builder for Bishopton and Clopton continued in post, working with the communities identified as part of the SIP

Our work in Warwick District was supported with some Uk Shared Prosperity funding enabling us to support our volunteering programme across the area.

The South Warwickshire Place partnership commissioned some bespoke engagement with VCSE groups around their priorities aligned to health and wellbeing. A range of engagement sessions have been delivered. The SWP also commissioned a coordinator post to support the engagement with the VCSE for the Tribe Pilot, exploring a digital solution "Tribe" to support local needs for support and volunteering pathways to address these

CAVA has been providing support to the ICS Research Engagement Network. CAVA's role is to provide a link between Researchers and the VCFSE so that communities can offer ideas and highlight priorities for research.

#### **CHARITABLE OBJECTIVES**

The Charitable objectives of WCAVA are detailed within the Memorandum of Association as:

To promote all or any charitable purposes for the benefit of the community within the Area of Benefit and in particular the advancement of education, the furtherance of health and the relief of poverty, distress and sickness;

Without limitation to the generality of the forgoing to provide resources to include not by way of limitation advice, guidance, mentoring, training, supervision and support to organisations with similar charitable objectives in order to assist these organisations with their charitable work; and

To promote and organise co-operation in the advancement of these purposes and to bring together in council representatives of the voluntary organisations, statutory authorities and individuals within the Area of Benefit.

To protect and preserve the environment for the benefit of the public.

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# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

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### **PUBLIC BENEFIT**

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims, objectives and in planning our future activities. In particular, the directors consider how planned activities will contribute to the aims and objectives they have set.

#### **How our activities deliver public benefit:**

All of our offices, e-communications and our website provide a vital service as a point of essential information and advice not just for our member organisations and groups but also for the general public and partner agencies. Our ability to signpost the general public to organisations and groups that can assist them with a whole range of issues from debt advice to counselling and youth work to domestic abuse ensures that those who need support can access it.

All groups and organisations supported will have a specific remit in themselves to support their local community or to support a specific area of interest often focussing upon the most disadvantaged or disengaged sections of our society. For many of our member organisations the support we provide enables them to more effectively deliver support to vulnerable individuals. Furthermore the groups and organisations that we support enables them to carry out their aims or charitable objectives more efficiently whether through securing funding, developing more robust procedures or quality assurance processes all provide direct benefit to the citizens of Warwickshire and Solihull through their enhanced front-line service delivery.

Our Volunteering Coordinators enable those who wish to contribute their skills, knowledge, time and energy to support others to do so for the benefit of organisations, groups and individuals within Warwickshire and Solihull. We also support those who work within the private sector to support charities and communities through our skilled volunteering programmes and corporate social responsibility (CSR) offer.

### **STATEMENT OF PURPOSE**

#### **OUR VISION**

A thriving and well-resourced voluntary and community sector throughout Warwickshire that meets community needs and provides an excellent experience for all.

#### **OUR MISSION**

Warwickshire CAVA promotes, develops and supports a vibrant voluntary and community sector to enable local people to shape and influence their communities.

Warwickshire CAVA's strategic plan has six broad objectives set out to support the Third Sector to make a difference to the communities of Warwickshire and Solihull:

- **Membership**
- **Volunteering Access**
- **Fundraising**
- **Partnerships**
- **Marketing**
- **Communications**

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

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CAVA is a member of the National Association of Voluntary and Community Action which supports these six broad principles as well as providing leaders to CAVA on strategic matters of voice, representation and sector policy and development.

### ACHIEVEMENTS AND PERFORMANCE

#### Core Infrastructure Support Work

WCAVA's core activity is to provide Infrastructure support that assists voluntary, community and social enterprise organisations and groups in Warwickshire and Solihull to form, develop and thrive by accessing the resources they require to meet their charitable objectives and evidenced community need.

#### Warwickshire

WCAVA teams provided support to 1,189 groups and organisations working in partnership across all Boroughs and Districts, providing 2,056 incidents of support. Funding continued to be a challenge for many groups and WCAVA assisted with funding applications with 372 applications supported amounting to £7,947,416.82 of which £1,470,452.86 came into Warwickshire within the financial year through funding applications and grant panels. WCAVA teams held 220 events including webinars and workshops and contributed to 245 others, which enabled 13,324 people to contribute and for 2,392 organisations to be upskilled.

The Health and Social Care Act 2022 requires the Integrated Care System (through the ICB), to establish a 'one entry point' (VCFSE Collaborative) for the VCFSE sector. Working alongside ICB partners and Voluntary Action Coventry, CAVA has provided a key role in supporting the development of the Collaborative as part of the infrastructure role for the sector. The VCSE has a vital role and has become a valued and equal partner forming the Integrated Care System, which is based on co-production, collaborative working and commissioning in tackling health inequalities across the country in line with need. This work continues into 2024-25 and is led by the formation of the Integrated Care Strategy, formed by the Integrated Care Partnership (ICP) and governed by the Integrated Care Board (ICB). CAVA provides representation to the ICP on behalf of the VCSE in Warwickshire and is the VCSE 'Observer' to the ICB. (Also see Solihull). CAVA also provides wider representation to the Warwickshire Care Collaborative, South Warwickshire Place, Warwickshire North Place and the Rugby Place known as the Rugby Health and Wellbeing Partnership. These form part of the wider ICS structure.

Our 'Simply Connect' volunteering portal supported by our volunteering coordinators enables volunteers and volunteer involving organisations to have 24-hour access to volunteering opportunities. During 2023-24 1752 individuals interested in volunteering (Warwickshire) were supported by WCAVA's volunteering team resulting in 1211 being placed in a volunteering role of which 720 were placed within a service supporting community need. The economic value of this volunteering equates to approximately £4,053,498 per annum, this includes 148 one off ESV (Employee Skilled Volunteering) and micro volunteering opportunities undertaken.

## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

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#### Solihull

We have continued our delivery in Solihull, developing partnerships and increasing levels of support to VCS groups in Solihull working with 140 organisations providing funding and group development support, trustee recruitment and Corporate Social Responsibility (CSR) support and engagement with the wider community sector. 41 groups were given one-to-one support to develop fundraising skills and enable higher levels of confidence around bid writing resulting in £1,525,347 successful grant applications. 60 events and workshops were held with 3,569 attendees.

Through Corporate Social Responsibility (CSR), £5,500 was directly contributed to Solihull communities and businesses donated furniture, easter eggs and stationery to VCS organisations. CAVA facilitated employer supported volunteering and helped host 380 older people for Christmas festivities at Birmingham NEC.

The Solihull Volunteer Managers' Forum facilitated by WCAVA continued to meet regularly and be a valued resource to volunteer managers and the NSVCA (North Solihull Voluntary and Community Alliance) was also valued as a focal point for organisations working in the north of the borough.

Solihull's Volunteering Coordinator supported 109 volunteers, and 56 volunteer-involving organisations (VIO's) were given one-to-one support regarding recruitment and management of volunteers. 17 VIO's were assisted to utilise Simply Connect, the volunteer brokerage portal, and in total 97 volunteering opportunities were advertised. 116 new volunteers were also signed up to the Simply Connect portal to find volunteering placements from the available volunteering opportunities. The economic value of volunteering was estimated as £388,416.

During the year we have continued to disseminate electronic information to groups and organisations. Our e-zine and bulletin subscription levels stand at 2,629 across Warwickshire and Solihull

#### Restricted Fund Activities

During the year we have undertaken a wide range of project work detailed in **note 23**.

#### FINANCIAL REVIEW

The Directors report that:

**Unrestricted Funds** for the year show a net expenditure of £112,680 (2023: net income of £39,281)

**Designated Funds** showed a net expenditure of £24,548 (2023: nil net movement)

**Restricted Funds** showed a net income of £60,339 (2023: net income of £89,531)

**Endowment Funds** showed a net expenditure of £4,892 (2023: net expenditure of £4,743)

## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

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#### Review of financial position at the end of the reporting period

##### i. Financial effect of significant events

###### Sale of Rugby Premises

Following on from the Boards decision in 22/23 to approve the sale of WCAVA Rugby premises the premises were offered for sale. The sale was completed in April 2024 for £335k and the monies were received in the 2024/2025 financial year.

###### Cost of Living Crisis

The new Pay Policy following the pay review undertaken in 2022-23, was implemented and took effect from 01/04/23. The Board also recognised the financial impact on WCAVA staff during the year and agreed a further 3% payment to each member of staff.

###### Big Local Arley

This project will finish in the next financial year and temporary staff contracts will end August 2024.

##### ii. Principal Risks; Uncertainties; summary of plans and strategies for managing those risks

During 2022, the Clinical Commissioning Groups evolved into the Integrated Care System. CAVA received circa £65k annually from the CCG towards infrastructure support for the sector and was uncertain, due to changes in system, if this funding would continue. This risk was identified and following discussions with the commissioner this funding has been secured for 2024-25. In addition, CAVA will receive a second line of grant income to the value of £72,500 (+3% for 25/26) to host the ICS VCFSE Collaborative which will see the employment of a Programme Manager to deliver its ambitions.

The contract with Solihull Metropolitan Borough Council was due to end in March 2024 but has been extended to September 2024. WCAVA have completed a tender for the new contract and are currently awaiting the outcome. The risk includes a drop in 10% of our income and potential loss of staffing. TUPE information has been requested which helps reduce risk to job security and an exit strategy will be devised to manage, in the event of end of contract. The Board are mitigating each stage of the process and are managing this through strategy partnership working and communication with existing and new Commissioners to identify opportunities for new funding in the future.

CAVA also applied for a new chapter of funding with both Warwick and Rugby District Councils of which both were successful.

##### iii. Factors likely to affect future financial performance or position

Due to the current climate and significant inflation/cost of living crisis, the predicted budget pressure in 2024/25 is £5k. This risk is being managed by a review of the Warwick District physical assets; monitoring of the management accounts process and a review to explore more efficient systems and processes. New ways of working are being implemented to utilise the underspend on the Levelling up funds which is an extension to the County Contract.

## **WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

***FOR THE YEAR ENDED 31 MARCH 2024***

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The contract with Warwickshire County Council (WCC) has been awarded on a fixed cost each year for the lifetime of the contract and therefore not able to meet the challenges brought about by the unprecedented increase in inflation. Whilst budget pressure discussions and negotiations are currently being held with the Council, CAVA also recognizes the financial impact on all Councils brought about by the cost-of-living crisis and the Local and General Elections.

CAVA's initial 3-year contract with Warwickshire County Council is due to expire on 31/03/2025 however, this is likely to move into the +2 extension as part of the original contract terms. The SMT and CEO are in continuous dialogue with its Contract Manager to ensure it can receive any updates which it may need to respond to in a timely and proactive way.

The Board have identified this risk and are working to reduce through ongoing dialogue with WCC and reviewing if the current sale of fixed assets will support financial sustainability through alternative investment and growth opportunities, as well as cost savings and diversification of income, especially unrestricted.

#### **Principal Sources of Funding**

Our principal source of funding continues to be from Warwickshire County Council.

The charity did not carry out significant fundraising activities in the year.

#### **Freehold Property**

The freehold properties, after depreciation, had a net book value of £318,800 at 31 March 2024. The properties are functional assets used in the fulfilment of our charitable objects and the Directors consider the amount reflects the value in use. The Directors also consider that the value is a reasonable approximation of market value and that any fluctuation is temporary and would not materially impact on the understanding of the charitable company's financial position by the reader of the financial statements.

#### **Investment and Reserves**

We continue to be committed to maximising our income, in relation to investments, within an ethical framework, but without taking any undue risks. Our surplus funds are invested in several low risk higher yield investments with well-known financial institutions and are regularly reviewed by the Board. With regards to Reserves, we have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charitable company should equate to no less than 15% of the unrestricted funds expended. This equates to £131,192 for 2023/2024. At this level the Directors feel that they would be able to continue some of the current activities of the charity in the event of a significant drop in funding. At the year end, free reserves are in deficit of £(64,731). The free reserves are below the policy level at the year end, however the Rugby premises were sold in April 2024. This releases £335k into free reserves to use for future charitable activities and development of the organisation.

#### **Taxation**

As a charity, subject to certain restrictions, Warwickshire Community and Voluntary Action is exempt from corporation tax on income and gains. No liability arises in the year. The Charity was registered for VAT throughout the year and all resources expended include non-reclaimable VAT as appropriate.

## **WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2024**

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#### **Grant Making**

Grant Making is not a material element of Warwickshire Community and Voluntary Action's activities. During the year however, the Charity has facilitated the making of grants to local organisations and charities by way of supporting grant making bodies including Big Local Trust. These transactions are detailed in note 8.

#### **PLANS FOR FUTURE PERIODS**

2023/24 has been a year focused on devising the new Vision and Strategic Priorities for 2023-26. Various consultations were undertaken with both internal and external stakeholders to identify both need and our opportunities for development.

The demand for our support has remained high compounded by the impact of Cost of living on VCSE sector and the significant increase in volunteer recruitment. The fact that over 2300 organisations and groups and over 1200 volunteers have been supported is testament to the hard work and dedication of our staff and volunteers. It continues to be harder and harder to secure funding and resources for the vast amount of organisations and groups that we support and going forward we are putting resource into developing relationships in the following key areas:

#### **Diversifying our Funding Base**

We successfully diversified our funding base over recent years and generated a significant proportion of our income through independently earned income. However with the uncertainty of funding streams going forward and the impact of Cost of Living, this may impact on such projects going forward. We will therefore renew our efforts to strengthen our position by pursuing funding opportunities with our strategic partners, private sector and by introducing a new income generation strategy for the organisation.

#### **Private Sector Partner Support**

Relationships continue to be established with private sector partners and the work we do with them around Corporate Social Responsibility (CSR), including Employee Skilled Volunteering (ESV). Going forward a new CAVA CSR working party will be established to build on our current level of partner support.

#### **Board Structure Review**

Having completed and implemented the organisation restructure the Board recognised more value in meeting as a whole Board and have therefore agreed to meet as a full board on a bi-monthly basis.

#### **Diversity**

It is imperative that WCAVA is representative of the communities in which services are delivered. During 2023-24 we continued our development on this area, working directly with a Lead Trustee for E&D and SMT member to improve diversity in terms of recruitment of staff, volunteers, Trustees and to address how we can improve our reach to diverse communities and groups and now have in place an organisation Equality & Diversity Action Plan.

#### **Increasing Membership**

There is a general desire to increase the number of groups CAVA can support as it provides consistently high levels of support to organisations and groups who are not member organisations. Going forward WCAVA's strength can be in its membership and a two-way relationship that will bring benefit to both parties. This will provide improved understanding of our members' needs thereby providing stronger evidence for future funding bids. Moving forward, in 2024-25, the Board and SMT will consider its position as a strategic priority for the organisation and which approach it will take in line with the new strategy.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2024*

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### **Communication & Marketing**

WCAVA considered its strategic priorities and developed a marketing and comms plan which focuses work on a stronger digital presence in order to be better placed to increase the reach of our members' voices and celebrate their impact. During 2023/24, CAVA revamped the website.

### **Property Portfolio**

In 2022-23 a significant review of the organisation's properties was undertaken to identify assets and risk in relation to need. In early 2023, the Board agreed to market the sale of the rugby office due to changing staff needs and hybrid working. The Rugby premises were sold in April 2024 for £335k.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2024

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### DIRECTORS' RESPONSIBILITIES

The Directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Directors to prepare financial statements for each financial year, which 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 the income and expenditure, of the charitable company for the year. In preparing these financial statements, the Directors are required to:

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

The Directors are responsible for keeping adequate accounting records that 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 and the Charities Act 2011. 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.

In so far as the Directors are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the Directors have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

The Directors are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions. This report was approved by the Board on 21st October 2024.

  
Andrew Gabbittas  
Chair

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## INDEPENDENT AUDITOR'S REPORT

### TO THE MEMBERS OF WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

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#### **Opinion**

We have audited the financial statements of Warwickshire Community and Voluntary Action (the 'Charity') for the year ended 31 March 2024 which comprise the statement of financial activities, the summary income and expenditure account, the balance sheet, the statement of cash flows and the notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2024 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the Charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE MEMBERS OF WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

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#### **Other information**

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the Trustees' report for the financial year for which the financial statements are prepared, which includes the directors' report prepared for the purposes of company law, is consistent with the financial statements; and
- the directors' report included within the Trustees' report has been prepared in accordance with applicable legal requirements.

#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the Charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the Trustees' report.

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Director's report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- certain disclosure of directors' remuneration specified by law are not made; or
- the financial statements are not in agreement with the accounting records and returns and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or; or the Trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemption in preparing the directors' report from the requirement to prepare a strategic report.
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' report and from the requirement to prepare a strategic report.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE MEMBERS OF WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

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#### **Responsibilities of Trustees**

As explained more fully in the statement of Trustees' responsibilities, the Trustees, who are also the directors of the Charity for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the Trustees are responsible for assessing the Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

We gained an understanding of the legal and regulatory framework applicable to the charity and the industry in which it operates and assessed the extent of compliance with these laws and regulations as part of our procedures on the related financial statement items.

Based on our understanding of the charity and the sectors it operates in we identified that the principal risks of non-compliance with laws and regulations related to breaches of Charities Act 2011, UK Tax Legislation and UK Employment Law; Companies Act 2006; Safeguarding and GDPR regulations; and the terms of the charity's governing documents. We also evaluated management incentive and opportunities for fraudulent manipulations of the financial statements.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE MEMBERS OF WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

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Audit procedures performed included:

- Identifying and assessing the design effectiveness of controls in management have in place to prevent and detect fraud.
- Challenging assumptions and judgments made by management in their significant accounting estimates and assessing if these indicate evidence of management bias;
- Reviewing the accounting records for large and unusual journal entries and testing any identified and in particular the rationale for any transactions outside the charity's normal course of activity;
- Reviewing the accounting records for large and unusual bank payments and testing any identified and in particular the rationale for any transactions outside the charity's normal course of activity;
- Testing a sample of debit entries in the profit and loss account to check they are bona-fide costs made for the benefit of the charity;
- Discussions with management, including consideration of known or suspected incidences of non-compliance with laws and regulation and fraud;
- Reviewing returns made to Companies House and HMRC.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

#### Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

*W A Hubbard*

**Wende Hubbard FCCA (Senior Statutory Auditor)**  
**for and on behalf of Burgis & Bullock**

21st October 2024

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**Chartered Accountants**  
**Statutory Auditor**

23-25 Waterloo Place  
Leamington Spa  
Warwickshire  
CV32 5LA

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2024

### Current financial year

		Unrestricted funds general 2024 £	Unrestricted funds Designated 2024 £	Restricted funds 2024 £	Endowment funds 2024 £	Total 2024 £	Total 2023 £
	Notes						
<b>Income and endowments from:</b>							
Donations and legacies	3	3,328	-	695	-	4,023	1,823
Charitable activities	4	627,126	-	799,649	-	1,426,775	1,425,537
Investments	5	4,243	-	-	-	4,243	583
Other income	6	104,006	-	-	-	104,006	117,087
<b>Total income</b>		<b>738,703</b>	<b>-</b>	<b>800,344</b>	<b>-</b>	<b>1,539,047</b>	<b>1,545,030</b>
<b>Expenditure on:</b>							
Charitable activities	7	874,611	1,320	740,005	4,700	1,620,636	1,420,918
<b>Total expenditure</b>		<b>874,611</b>	<b>1,320</b>	<b>740,005</b>	<b>4,700</b>	<b>1,620,636</b>	<b>1,420,918</b>
Net gains/(losses) on investments	13	-	-	-	(192)	(192)	(43)
<b>Net (outgoing)/incoming resources before transfers</b>		<b>(135,908)</b>	<b>(1,320)</b>	<b>60,339</b>	<b>(4,892)</b>	<b>(81,781)</b>	<b>124,069</b>
Gross transfers between funds		23,228	(23,228)	-	-	-	-
<b>Net movement in funds</b>		<b>(112,680)</b>	<b>(24,548)</b>	<b>60,339</b>	<b>(4,892)</b>	<b>(81,781)</b>	<b>124,069</b>
Fund balances at 1 April 2023		394,919	24,548	453,945	190,306	1,063,718	939,649
<b>Fund balances at 31 March 2024</b>		<b>282,239</b>	<b>-</b>	<b>514,284</b>	<b>185,414</b>	<b>981,937</b>	<b>1,063,718</b>

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

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2024**

Prior financial year

		Unrestricted funds general 2023 £	Unrestricted funds Designated 2023 £	Restricted funds 2023 £	Endowment funds 2023 £	Total 2023 £
	Notes					
<b><u>Income and endowments from:</u></b>						
Donations and legacies	3	1,587	-	236	-	1,823
Charitable activities	4	626,384	-	799,153	-	1,425,537
Investments	5	583	-	-	-	583
Other income	6	117,087	-	-	-	117,087
<b>Total income</b>		745,641	-	799,389	-	1,545,030
<b><u>Expenditure on:</u></b>						
Charitable activities	7	706,360	-	709,858	4,700	1,420,918
<b>Total expenditure</b>		706,360	-	709,858	4,700	1,420,918
Net gains/(losses) on investments	13	-	-	-	(43)	(43)
<b>Net (outgoing)/incoming resources before transfers</b>		39,281	-	89,531	(4,743)	124,069
<b>Net movement in funds</b>		39,281	-	89,531	(4,743)	124,069
Fund balances at 1 April 2022		355,638	24,548	364,414	195,049	939,649
<b>Fund balances at 31 March 2023</b>		394,919	24,548	453,945	190,306	1,063,718

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## SUMMARY INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

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	All income funds	
	2024	2023
	£	£
Gross income	1,539,047	1,545,030
Gains/(losses) on investments	(192)	(43)
Total income in the reporting period	<u>1,538,855</u>	<u>1,544,987</u>
Total expenditure from income funds	<u>1,620,636</u>	<u>1,420,918</u>
Net (expenditure)/income for the year	<u>(81,781)</u>	<u>124,069</u>

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

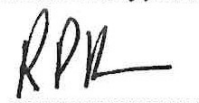
## BALANCE SHEET

**AS AT 31 MARCH 2024**

	Notes	2024		2023	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	14		518,057		520,539
Investments	15		16,214		16,406
			534,271		536,945
<b>Current assets</b>					
Debtors	17	186,110		388,071	
Cash at bank and in hand		484,038		447,314	
			670,148		835,385
<b>Creditors: amounts falling due within one year</b>	18	(222,482)		(308,612)	
<b>Net current assets</b>			447,666		526,773
<b>Total assets less current liabilities</b>			981,937		1,063,718
<b>Net assets</b>			981,937		1,063,718
<b>The funds of the Charity</b>					
Endowment funds	21		185,414		190,306
Restricted income funds	23		514,284		453,945
Unrestricted funds - general			282,239		394,919
Unrestricted funds - designated funds	22		-		24,548
			981,937		1,063,718

The financial statements were approved by the Trustees on 21st October 2024

  
 Andrew Gabbitts  
 Trustee

  
 P Robson  
 Trustee

Company registration number 06531268 (England and Wales)

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2024

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		2024		2023	
	Notes	£	£	£	£
<b>Cash flows from operating activities</b>					
Cash generated from/(absorbed by) operations	28		48,053		(85,044)
<b>Investing activities</b>					
Purchase of tangible fixed assets		(15,572)		(65,640)	
Investment income received		4,243		583	
<b>Net cash used in investing activities</b>			(11,329)		(65,057)
<b>Net cash used in financing activities</b>			-		-
<b>Net increase/(decrease) in cash and cash equivalents</b>			36,724		(150,101)
Cash and cash equivalents at beginning of year			447,314		597,415
<b>Cash and cash equivalents at end of year</b>			<u>484,038</u>		<u>447,314</u>

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# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2024

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#### **1 Accounting Policies**

##### **Charity Information**

Warwickshire Community and Voluntary Action is a charitable company limited by guarantee, incorporated in England & Wales on 11 March 2008 and registered in Cardiff, as a charity on 1 April 2008. The registered office is 4-6 Clemens Street, Leamington Spa, CV31 2DL.

##### **1.1 Accounting Convention**

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

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include fixed asset investments and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

##### **1.2 Going Concern**

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

##### **1.3 Charitable Funds**

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Designated funds are unrestricted funds that the directors have set aside for specific purposes.

Restricted funds are funds that can only be used for particular purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Endowment funds are funds which are gifted and where restrictions arise when specified by the donor and capital is not used for direct expenditure.

##### **1.4 Incoming Resources**

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

### 1 Accounting Policies

(Continued)

Grants and other income are recognised when the income is due providing terms and conditions have been met.

Rental income is recognised on a straight line basis over the contracted term.

Income is measured at the fair value of the consideration received or receivable and represents amounts receivable for services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

#### 1.5 Resources Expended

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenses are accounted for on an accruals basis. Expenditure incurred on support costs arises from project management, split as agreed by Funders, Finance and Human Resources costs allocated to projects paying for these costs, and central overheads and general management which are split on a full time equivalent employee basis. Other funders agree a percentage of salary expenditure incurred during the year. Governance costs only include the audit fee, AGM expenditure, Directors' expenses and Companies House fee.

##### *Expenditure by Activity*

Charitable expenditure is allocated to relevant activities on a direct cost basis and, in respect of any shared administration costs, as set out above under 'Resources Expended'. Activities are categorised by way of projects being undertaken and the provision of the charity's core objectives in providing Infrastructure support to the local, voluntary and community sector. The total expenditure incurred on each individual activity is disclosed in the financial statements. The Trustees also provide a further analysis of the overall expenditure incurred by the charity by cost centre. The Trustees believe this information provides the reader of the financial statements with a clearer understanding of the costs associated with delivering their charitable activities and the overall nature of those costs.

#### 1.6 Tangible Fixed Assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is charged by annual instalments commencing with the date of acquisition at rates estimated to write off their cost less any residual value over the expected useful lives as follows:

Freehold land and buildings	50 years straight line
Leasehold improvements	Over life of lease
Furniture and equipment	5 years straight line

Furniture and equipment with a monetary value of less than £2,500 is written off in full in the year of purchase.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

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### 1 Accounting Policies

(Continued)

#### 1.7 Fixed asset investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their value at the balance sheet date using the closing quoted market price. The statement of financial activities includes the unrealised gain or loss arising on revaluation.

#### 1.8 Impairment of fixed assets

At each reporting end date, the Charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less.

#### 1.10 Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial assets and liabilities are recognised when the charity becomes party to the contractual provisions of the instrument. The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. All financial assets and liabilities are initially recorded at transaction price. Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

##### ***Basic financial assets***

Basic financial assets are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest.

##### ***Basic financial liabilities***

Basic financial liabilities, including creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due and are subsequently carried at amortised cost, using the effective interest rate method. Financial assets and liabilities classified as receivable or payable within one year are not amortised.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

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### 1 Accounting Policies (Continued)

#### ***Derecognition of financial liabilities***

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

Rentals payable under operating leases are charged against income on a straight line basis over the period of the lease.

#### **1.11 Pension costs**

The charity operates a third party defined contribution scheme. The pension charge is shown in note 11 to the accounts.

#### **1.12 Retirement benefits**

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

#### **1.13 Operating Leases**

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

### 2 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

The following judgements and estimates have had the most significant effect on amounts recognised in the accounts:

#### **Analysis of expenditure on activity basis**

The charity has used judgement to allocate expenditure to its principal activities. Expenditure on support costs is allocated to projects paying for these costs, and central overheads and general management costs are split on a full time equivalent employee basis. Other funders agree a percentage of salary expenditure incurred during the year.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2024**

### 3 Income from donations and legacies

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Donations and gifts	3,328	695	4,023	1,587	236	1,823
	<u>3,328</u>	<u>695</u>	<u>4,023</u>	<u>1,587</u>	<u>236</u>	<u>1,823</u>

### 4 Charitable activities

	Charitable Income 2024 £	Charitable Income 2023 £
Grants	561,629	690,597
Supply of services	70,395	46,751
Contractual payments	824,340	687,440
Other trading income	1,361	749
Sponsorship income	5,050	-
	<u>1,426,775</u>	<u>1,425,537</u>
<b>Analysis by fund</b>		
Unrestricted funds - general	627,126	626,384
Restricted funds	799,649	799,153
	<u>1,426,775</u>	<u>1,425,537</u>

### 5 Income from investments

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Income from listed investments	4,243	583
	<u>4,243</u>	<u>583</u>

**WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2024**

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**6 Other income**

	<b>Unrestricted funds 2024 £</b>	<b>Unrestricted funds 2023 £</b>
Rent receivable	104,006	117,087

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2024**

### 7 Expenditure on charitable activities

	Charitable Expenditure 2024 £	Charitable Expenditure 2023 £
<b>Direct costs</b>		
Staff costs	1,042,989	922,695
Depreciation and impairment	18,054	17,140
Premises Costs	76,995	65,090
Travelling expenses	19,252	10,315
Office expenses	16,888	11,108
Equipment hire and rental	10,162	4,067
Repairs and maintenance	43,287	55,917
General expenses	112,028	100,750
Irrecoverable VAT	18,052	5,507
Bank charges	1,181	1,418
Professional Fees	24,199	29,889
IT Costs	36,683	32,953
Direct costs	3,594	2,258
	1,423,364	1,259,107
Grant funding of activities (see note 8)	188,705	154,546
<b>Share of support and governance costs (see note 9)</b>		
Governance	8,567	7,265
	1,620,636	1,420,918
<b>Analysis by fund</b>		
Unrestricted funds - general	874,611	706,360
Unrestricted funds - designated funds	1,320	-
Restricted funds	740,005	709,858
Endowment funds	4,700	4,700
	1,620,636	1,420,918

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2024**

**8 Grants payable**

	Charitable Expenditure 2024	Charitable Expenditure 2023
	£	£
Grants to institutions:		
BL Arley & Ansley	84,214	31,624
BL Hill Top & Caldwell	19,204	2,482
Other minor funds	1,287	3,891
LSI Carers	-	25,052
Coventry CDA	40,000	40,000
Grapevine	40,000	40,000
Ex Mining Villages Partnership	-	1,000
WCC Digital Exclusion Projects	-	10,497
National Association of Food Programme	3,000	-
Amanah Youth	1,000	-
	188,705	154,546
	188,705	154,546

**9 Support costs allocated to activities**

	2024	2023
	£	£
Governance costs	8,567	7,265
	8,567	7,265
<b>Analysed between:</b>		
Charitable Expenditure	8,567	7,265
	8,567	7,265
	8,567	7,265
<b>Governance costs comprise:</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Audit fees	8,000	6,969
Legal and professional	400	-
Trustees expenses	167	296
	8,567	7,265
	8,567	7,265

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

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<b>10 Net movement in funds</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
The net movement in funds is stated after charging/(crediting):		
Fees payable for the audit of the charity's financial statements	8,000	6,969
Depreciation of owned tangible fixed assets	18,054	17,140
	<u>          </u>	<u>          </u>

### 11 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the Charity during the year. Expenses amounting to £167 were reimbursed to 3 trustees during the year (2023 - £296 reimbursed to 2 trustees).

### 12 Employees

The average monthly number of employees during the year was:

	<b>2024</b>	<b>2023</b>
	<b>Number</b>	<b>Number</b>
	42	41
	<u>          </u>	<u>          </u>

<b>Employment costs</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Wages and salaries	937,635	810,170
Social security costs	72,384	67,809
Other pension costs	32,970	44,716
	<u>          </u>	<u>          </u>
	<u>1,042,989</u>	<u>922,695</u>

The number, on the basis of full time equivalents by analysed functions, was: 15.1 WCAVA Core Activities staff (2023 15.6) and 14.6 Other Projects staff (2023 13.3).

There were no employees whose annual remuneration was more than £60,000.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2024**

### 13 Gains and losses on investments

	Endowment funds 2024	Endowment funds 2023
	£	£
Gains/(losses) arising on:		
Revaluation of investments	(192)	(43)
	<u>          </u>	<u>          </u>

### 14 Tangible fixed assets

	Freehold land and buildings	Leasehold improvements	Furniture and equipment	Total
	£	£	£	£
<b>Cost</b>				
At 1 April 2023	455,000	200,880	18,578	674,458
Additions	-	15,572	-	15,572
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
At 31 March 2024	455,000	216,452	18,578	690,030
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
<b>Depreciation and impairment</b>				
At 1 April 2023	127,100	12,014	14,805	153,919
Depreciation charged in the year	9,100	7,068	1,886	18,054
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
At 31 March 2024	136,200	19,082	16,691	171,973
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
<b>Carrying amount</b>				
At 31 March 2024	318,800	197,370	1,887	518,057
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
At 31 March 2023	327,900	188,866	3,773	520,539
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>

**WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2024**

**15 Fixed asset investments**

	Listed investments £	Cash in portfolio £	Total £
<b>Cost or valuation</b>			
At 1 April 2023	8,839	7,567	16,406
Valuation changes	(192)	-	(192)
	<hr/>	<hr/>	<hr/>
At 31 March 2024	8,647	7,567	16,214
	<hr/>	<hr/>	<hr/>
<b>Carrying amount</b>			
At 31 March 2024	8,647	7,567	16,214
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
At 31 March 2023	8,839	7,567	16,406
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

**16 Financial instruments**

	2024 £	2023 £
<b>Carrying amount of financial assets</b>		
Instruments measured at fair value through profit or loss	8,647	8,839
	<hr/> <hr/>	<hr/> <hr/>

**17 Debtors**

	2024 £	2023 £
<b>Amounts falling due within one year:</b>		
Trade debtors	121,621	361,395
Other debtors	2,705	2,705
Prepayments and accrued income	61,784	23,971
	<hr/>	<hr/>
	186,110	388,071
	<hr/> <hr/>	<hr/> <hr/>

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2024**

**18 Creditors: amounts falling due within one year**

	Notes	2024 £	2023 £
Other taxation and social security		126,475	51,972
Deferred income	19	13,500	96,231
Trade creditors		38,082	115,957
Other creditors		31,380	21,976
Accruals and deferred income		13,045	22,476
		222,482	308,612
		222,482	308,612

**19 Deferred income**

	2024 £	2023 £
Other deferred income	13,500	96,231
	13,500	96,231
	13,500	96,231

Deferred income related to grants and service contract income received in advance is included in the financial statements as follows:

	2024 £	2023 £
Deferred income is included within:		
Current liabilities	13,500	96,231
	13,500	96,231
Movements in the year:		
Deferred income at 1 April 2023	96,231	126,057
Released from previous periods	(84,231)	(190,768)
Resources deferred in the year	1,500	160,942
	13,500	96,231
Deferred income at 31 March 2024	13,500	96,231

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2024**

### 20 Retirement benefit schemes

	2024	2023
Defined contribution schemes	£	£
Charge to profit or loss in respect of defined contribution schemes	32,970	32,528
	<u>32,970</u>	<u>32,528</u>

The Charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the Charity in an independently administered fund.

### 21 Endowment funds

Endowment funds represent assets which must be held permanently by the Charity. Income arising on the endowment funds can be used in accordance with the objects of the Charity and is included as unrestricted income. Any capital gains or losses arising on the assets form part of the fund.

	At 1 April 2023	Resources expended	Gains and losses	At 31 March 2024
	£	£	£	£
<b>Permanent endowments</b>				
Morwenna Hughes Memorial Fund	16,406	-	(192)	16,214
Freehold Premises	173,900	(4,700)	-	169,200
	<u>190,306</u>	<u>(4,700)</u>	<u>(192)</u>	<u>185,414</u>

	At 1 April 2022	Resources expended	Gains and losses	At 31 March 2023
	£	£	£	£
<b>Permanent endowments</b>				
Morwenna Hughes Memorial Fund	16,449	-	(43)	16,406
Freehold Premises	178,600	(4,700)	-	173,900
	<u>195,049</u>	<u>(4,700)</u>	<u>(43)</u>	<u>190,306</u>

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

### 22 Unrestricted funds - designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	At 1 April 2023 £	Resources expended £	Transfers £	At 31 March 2024 £
Nuneaton - Newtown Centre	24,548	(1,320)	(23,228)	-
	<u>24,548</u>	<u>(1,320)</u>	<u>(23,228)</u>	<u>-</u>
<b>Previous year:</b>	<b>At 1 April 2022 £</b>	<b>Resources expended £</b>	<b>Transfers £</b>	<b>At 31 March 2023 £</b>
Nuneaton - Newtown Centre	24,548	-	-	24,548
	<u>24,548</u>	<u>-</u>	<u>-</u>	<u>24,548</u>

Transfers of £23,228 were made from the designated fund to the unrestricted fund to cover capital and revenue expenditure in relation to the Newtown Centre.

## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

	23 Restricted funds		Movement in funds				Movement in funds			
	Balance at 1 April 2022	£	Incoming resources	Resources expended	Balance at 1 April 2023	Incoming resources	Resources expended	Balance at 31 March 2024	£	
<b>WCAVA</b>										
WCAVA - Transformation	17,910	-	-	(3,718)	14,192	-	(11,856)	2,336		
Targeted Testing Volunteer project	14,513	-	-	(10,530)	3,983	-	(3,025)	958		
Inclusive Volunteering & IT Accessibility	12,625	-	-	(1,886)	10,739	-	(1,886)	8,853		
Youth Leadership Development	7,295	-	-	-	7,295	-	-	7,295		
Talent Match Legacy-Linking Futures	1,660	-	-	(1,660)	-	-	-	-		
Inspiring Futures (Children in Need)	1,533	-	-	(1,533)	-	-	-	-		
Long COVID Survivors Group	2,439	-	-	(2,439)	-	-	-	-		
COVID Vaccination programme	3,728	54,885	(40,979)	17,634	46,800	(42,120)	22,314			
Local Socially Isolated Carers Programme	39,139	8,869	(41,341)	6,667	-	(6,667)	-			
Community Mental Health Transformation Prog	77,128	11,942	(67,757)	21,313	97,126	(84,887)	33,552			
Community Builder	(695)	23,726	(21,485)	1,546	52,315	(35,137)	18,724			
Ukrainian Support	-	19,849	(10,648)	9,201	-	(9,201)	-			
Tribe Project	-	82,558	-	82,558	-	(27,707)	54,851			
REN ICS ICB -Research Engagement Network	-	-	-	-	24,000	(7,950)	16,050			
Tackling Social Inequalities	-	-	-	-	28,164	-	28,164			
WCC Kind Food Grant	-	-	-	-	39,500	-	39,500			
Social Fabric Fund - Levelling up	-	-	-	-	81,423	(32,385)	49,038			

WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

23 Restricted funds	Movement in funds				Movement in funds			
	Balance at 1 April 2022	Incoming resources	Resources expended	Balance at 1 April 2023	Incoming resources	Resources expended	Balance at 31 March 2024	
	£	£	£	£	£	£	£	
<b>Nuneaton &amp; Bedworth</b>								
N & B Special Projects	7,491	-	(2,752)	4,739	171	(662)	4,248	
N&B Youth Education	15,261	-	(2,577)	12,684	-	(1,431)	11,253	
Nuneaton-HTC Opportunities Year 5 -6	10,913	-	-	10,913	-	-	10,913	
Nuneaton HTC Aspirations Year 5 - 6	18,959	1,782	(18,979)	1,762	-	-	1,762	
Nuneaton - HTC Poverty Year 5 - 6	4,449	-	(3,975)	474	-	-	474	
Nuneaton-HTC Supporting BL Year 5 - 6	1,814	26,820	(32,296)	(3,662)	1,949	50	(1,663)	
Nuneaton-HTC LTO charges Year 5 - 6	5,754	1,232	(1,340)	5,646	-	-	5,646	
Nuneaton - BL HTC August 2022 - January 2026	-	96,835	(58,866)	37,969	63,609	(103,916)	(2,338)	
Nuneaton Leasehold improvements	-	93,000	(8,948)	84,052	-	-	84,052	
<b>Rugby</b>								
ConnectWell (Social Prescribing)	42,807	1,220	(23,198)	20,829	-	(7,591)	13,238	
Rugby - ConnectWell PCN	4,795	-	(4,795)	-	-	-	-	
Community Transport Soroptimist	1,926	(1,926)	-	-	-	-	-	
Rugby Borough Council	-	-	-	-	39,600	(39,600)	-	

(Continued)

**WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2024**

23 Restricted funds	Movement in funds				Movement in funds			
	Balance at 1 April 2022	Incoming resources	Resources expended	Balance at 1 April 2023	Incoming resources	Resources expended	Balance at 31 March 2024	
<b>North Warwickshire</b>								
Youth Volunteering	£ 3,031	£ -	£ -	£ 3,031	£ -	£ -	£ 3,031	
3 Villages Youth Project	4,114	-	(4,110)	4	-	-	4	
Ex-Mining Villages Partnership	18,224	25,095	(25,502)	17,817	25,000	(27,479)	15,338	
NW-BLL Arley & Ansley Plan	7,906	(987)	(228)	6,691	-	-	6,691	
NW Arley & Ansley Youth Club	2,341	-	-	2,341	201	-	2,542	
NW - BL Arley & Ansley Plan 2021 - 2024	9,131	144,766	(148,232)	5,665	214,079	(220,280)	(536)	
<b>Stratford</b>								
Stratford Development Worker	6,826	39,600	(32,088)	14,338	35,473	(28,869)	20,942	
<b>Solihull</b>								
Birmingham VCS	4,166	12,981	(242)	16,905	13,630	(331)	30,204	
Solihull Volunteer Coordinator MBC	17,019	143,991	(130,702)	30,308	37,304	(43,268)	24,344	
Solihull Faiths Forum	212	-	(95)	117	-	(15)	102	
South Place	-	13,151	(6,957)	6,194	-	(3,792)	2,402	
	<u>364,414</u>	<u>799,389</u>	<u>(709,858)</u>	<u>453,945</u>	<u>800,344</u>	<u>(740,005)</u>	<u>514,284</u>	

(Continued)

## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

#### 23 Restricted funds

(Continued)

##### WCVA

##### WCVA – Transformation

Established to assist with the future of the organisation's staffing resources.

##### Targeted Testing Volunteer project

Underspend on this project approved by Warwickshire County Council for the Digital Exclusion project to assist underrepresented groups with their digital skills.

##### Inclusive Volunteering & IT Accessibility

Established to help the organisation transform and upgrade its volunteering and IT capacities using up-to-date technology.

##### Youth Leadership Development

Amalgamation of residual funds to promote a Youth Leadership.

##### Talent Match and Legacy

Talent Match Coventry and Warwickshire is funded by the Big Lottery Fund and designed to help people aged 18-24 from Coventry, Nuneaton and North Warwickshire who have limited or no paid work experience in the last year.

##### Covid Vaccination programme

WCVA has been commissioned by the NHS to provide volunteers for various vaccination sites across North and South Warwickshire.

##### Inspiring Futures (Children In Need)

Delivery of a project which focuses on the social integration and improvement of employability prospects for 50 unemployed young people (18-24) from disadvantaged groups who have experienced hardship as a result of Covid-19.

##### Locally Socially Isolated Carers Programme

Funding from WCC, working to develop volunteers, specifically aimed at providing support to Carers who may be feeling lonely and socially isolated, particularly following the pandemic and period of lockdown.

## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

#### 23 Restricted funds

(Continued)

##### Community Mental Health Transformation Programme

Coventry and Warwickshire Partnership have provided an innovation pot with a targeted and specific focus to address local health and life inequalities of people with severe mental health problems including BAME communities, LGBTQIA+ communities.

##### Community Builder

Funding from Stratford upon Avon District Council as part of a programme to work with deprived communities to improve social inclusion and community cohesion and resilience.

##### Ukrainian Support

WCC requested support from WCAVA to identify the voluntary groups and informal networks across Warwickshire who would offer support/good will to Ukrainian refugees.

##### Tribe Project

South Warwickshire Partnership Board funded a pilot initiative called Tribe, provided through bronzelabs. The Tribe free phone app and website holds information on all kinds of local groups and activities that could help people to connect with others and find healthy living activities. The pilot worked with a cohort in Queensway Court in Leamington and another in Shipston-on-Stour.

##### REN ICS ICB - Research Engagement Network

This project aims to increase diversity in mental health research by increasing the research capacity and capability, and engagement with communities who are underrepresented in research.

##### Tackling Social Inequalities

Rugby Place have allocated funding from the Tackling Social Inequalities (TSI) fund of £28,164 to WCAVA to support the TSI priorities: Improving Mental Health; Access to services; Skills and Training.

## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

#### 23 Restricted funds

(Continued)

##### WCC Kind Food Grant

Funding received from Warwickshire County Council to support people to live healthy and independent lives and work with partners to reduce health inequalities and to tackle climate change.

##### Social Fabric Fund - Levelling up

The objective of the Fund is to invest in social infrastructure to develop and strengthen Warwickshire's most deprived communities and, in doing so, improve residents' life chances and reduce inequalities.

##### **NUNEATON & BEDWORTH**

##### N & B Special Project

Local restricted funds that aim to increase capacity within the community to enable support for vulnerable members and those in most deprived areas.

##### N&B Youth Education

Funding made available by Midlands Training, to assist and support youth with their education in the Nuneaton area.

##### Hill Top & Caldwell Big Local Area Funds

A range of funds held by WCAVA as the locally trusted organisation on behalf of the partnership for the Hill Top & Caldwell, Big Local area to deliver a local resident-led programme for improvement.

##### Nuneaton Leasehold Improvements

Funding from Heart of England for improvements to the Newtown Centre.

##### **RUGBY**

##### Connect Well (Social Prescribing)

A project to build upon the pilot tested model of 'social prescribing' and 'social referral,' signposting to access services and activities delivered by the VCS and statutory partners with the aim of improving people's health and wellbeing.

## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

#### 23 Restricted funds

(Continued)

##### Rugby Connect Well Primary Care Network

Guided support is offered for those referred over 75, or those 18-75 who are either sick or/and distressed. Patients are assisted to identify what matters to them, and connected to voluntary and community opportunities to improve their health and wellbeing.

##### Rugby Borough Council

Warwickshire Community and Voluntary Action to provide support and capacity building for the Voluntary and Community Services in Rugby.

#### **NORTH WARWICKSHIRE**

##### Youth Volunteering

Funds set aside to sustain continuation of project.

##### 3 Villages Youth project

Funding to support running costs of Targeted Youth Support Service.

##### Ex Mining Villages Partnership

WCC funding for the youth clubs in North Warwickshire.

##### BL Arley/Ansley Plan 2018

Funds held as locally trusted organisation on behalf of the partnership for Arley and Ansley as a Big Local area to deliver a local resident-led programme for improvement.

## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

#### 23 Restricted funds

(Continued)

##### **STRATFORD UPON AVON**

###### Development Worker

The provision of a Development Officer to identify and secure funding opportunities that will enhance and support the Voluntary and Community sector within the Stratford-on-Avon district. This will focus on supporting older people and empower communities to harness local resources and expertise to help themselves.

##### **SOLIHULL**

###### Volunteer Coordinator

Employ a volunteer co-ordinator to: ensure effective implementation of Volunteer Connect; support volunteer based organisations to access and manage a volunteer workforce; share volunteer management good practice with groups thereby ensuring that volunteers in Solihull have a positive and safe experience whilst volunteering; be a point of contact for groups and those wishing to volunteer and will promote volunteering across Solihull communities in conjunction with the SMBC Community Development Team.

###### Birmingham VCS

CAVA works with BVCS to support delivery of the VCSE/ICS Integration for Birmingham and Solihull.

##### **OTHER LOCAL FUNDS**

Small funds held and distributed in the relevant locality as required by the donor.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2024**

### 24 Analysis of net assets between funds

	Unrestricted funds general	Unrestricted funds designated funds	Restricted funds	Endowment funds	Total
	2024	2024	2024	2024	2024
	£	£	£	£	£
<b>At 31 March 2024:</b>					
Tangible assets	346,970	-	1,887	169,200	518,057
Investments	-	-	-	16,214	16,214
Current assets/(liabilities)	(64,731)	-	512,397	-	447,666
	282,239	-	514,284	185,414	981,937
	282,239	-	514,284	185,414	981,937

	Unrestricted funds general	Unrestricted funds designated funds	Restricted funds	Endowment funds	Total
	2023	2023	2023	2023	2023
	£	£	£	£	£
<b>At 31 March 2023:</b>					
Tangible assets	153,999	188,867	3,773	173,900	520,539
Investments	-	-	-	16,406	16,406
Current assets/(liabilities)	240,920	(164,319)	450,172	-	526,773
	394,919	24,548	453,945	190,306	1,063,718
	394,919	24,548	453,945	190,306	1,063,718

### 25 Operating lease commitments

At the reporting end date the Charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2024	2023
	£	£
Within one year	14,396	8,161
Between two and five years	4,953	3,939
In over five years	629	679
	19,978	12,779
	19,978	12,779

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

### 26 Events after the reporting date

On 12th April 2024 the charity sold the Rugby property for £335,000 which is held in tangible fixed assets at a net book value of £149,600 at the year end.

### 27 Related party transactions

#### Remuneration of key management personnel

The remuneration of key management personnel was as follows:

	2024	2023
	£	£
Aggregate compensation	63,302	66,373

### 28 Cash generated from operations

	2024	2023
	£	£
(Deficit)/surplus for the year	(81,781)	124,069
Adjustments for:		
Investment income recognised in statement of financial activities	(4,243)	(583)
Fair value gains and losses on investments	192	43
Depreciation and impairment of tangible fixed assets	18,054	17,140
Movements in working capital:		
Decrease/(increase) in debtors	201,961	(172,639)
(Decrease) in creditors	(3,399)	(23,248)
(Decrease) in deferred income	(82,731)	(29,826)
<b>Cash generated from/(absorbed by) operations</b>	<b>48,053</b>	<b>(85,044)</b>

### 29 Analysis of changes in net funds

The Charity had no material debt during the year.

**WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

England & Wales - Charity number 1123402

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# Accounts

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Charity registration number 1123402

Company registration number 06531268 (England and Wales)

**WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2023**

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## LEGAL AND ADMINISTRATIVE INFORMATION

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### REFERENCE and ADMINISTRATIVE DETAILS

<b>Charity Name</b>	Warwickshire Community and Voluntary Action (WCAVA)
<b>Company number</b>	06531268 (England and Wales)
<b>Charity number</b>	1123402
<b>Registered office</b>	19 & 20 North Street, Rugby, CV21 2AG
<b>Company Secretary</b>	K Winchcombe (Appointed 16th May 2022)
<b>Directors</b>	The Directors, who have served through the financial year and to the date of signing this report, except where stated, were:  Andrew Gabbitas S Hammond P Robson S C Rawbone C Spiers G A Other J A Wildig D Purewal (Resigned 24 October 2022)
<b>Auditor</b>	Burgis & Bullock 23-25 Waterloo Place, Leamington Spa, CV32 5LA
<b>Solicitors</b>	Lodders Solicitors LLP Arden Street, Stratford-Upon-Avon, CV37 6PA
<b>Bankers</b>	HSBC Bank PLC 126 Parade, Leamington Spa, CV32 4AJ
<b>Investment advisors</b>	Towergate Insurance Trading name of Towergate Underwriting Group Limited., Eclipse Park, Sittingbourne Road, Maidstone, ME14 3EN

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# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

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# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2023

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The Directors (who are the Trustees of the Charity) have pleasure in submitting their thirteenth Annual Report together with the audited financial statements for the year ended 31 March 2023.

### **STRUCTURE, GOVERNANCE and MANAGEMENT**

#### **Governing Document**

WCAVA is a charitable company limited by guarantee, incorporated on 11 March 2008 and registered as a charity on 1 April 2008.

The charitable company was established under a Memorandum of Association, which established the objectives and powers of the company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

The Directors are responsible for the overall governance of the charitable company.

#### **Significant Changes**

During the year the Board undertook a review of its structure and proposed a restructure to include lead roles for Trustees to be implemented in 2022/23. This plan was halted due to the formation of a new Strategic Plan 2023-26. The Board has since agreed to only hold Full Board Meetings on a bi-monthly basis but the Lead Trustee Role to include Trustees were implemented and remain in situ.

#### **Membership and Appointment of the Board of Directors**

The number of members that can be registered is unlimited and membership is open to any individual or organisation that is interested in promoting the aims and objectives of WCAVA. There has been a focus on membership recruitment during the year with positive results.

The Board is required to have at least 8 Members and there is no maximum, unless determined by ordinary resolution. Annually one third of the Board retires by rotation, but these directors are eligible for re-election. The Board have the power to co-opt additional directors. No director can serve for more than nine consecutive years.

The members of the Board, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report are listed on page one.

Directors may be nominated by the membership in accordance with the memorandum, to reflect the range of voluntary and community groups as well as for their knowledge of the area and the work of the charity. The Board endeavours to ensure there is a balance of skills and expertise. Co-opted directors are recruited from a range of sources: specialist advertising mediums, introduction by existing members and direct applications 'through word of mouth'. Prospective members are required to complete application forms, which are duly assessed against the 'Skills Needs Analysis' to ensure that there is a balance of skills and expertise at any one time.

There is a comprehensive induction programme for new Board members, which comprises a session on their roles and responsibilities and on the key operational policies and procedures that shape the delivery of the day to day services. This is supplemented by training and development using the Charity Commission guidance and resources.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2023*

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The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Charity's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

### **Organisation**

The Trustees met as a Full Board 6 times during 2023 and 2022. The Finance and Resources Sub-committee met once and the Performance Sub Committee also met once during 2022 and 2023.

A Lead Trustee is working with both the Full Board and the Operational Senior Management Team to update the Risk Register.

Sub Committees have now ceased as voted by the Full Board.

The day to day running of the charity is delegated to the Chief Executive.

### **Senior Staff**

Chief Executive	Kate Morrison ( until 15th May 2022) Karen Winchcombe ( from 16th May 2022)
Area Manager - North	Alison Thompson
Area Manager - South	Jane Holdsworth
Area Manager - Mid	Tracy Southam
Finance Manager	Ruby Sarkaria

The Directors consider that the Board of Directors and the Chief Executive comprise the key management personnel of the directing and controlling, running and operating the charity on a day to day basis. No director received remuneration in the year. Details of directors' expenses and related party transactions are disclosed in note 10 to the accounts. In view of the nature of the charity, the directors benchmark the Chief Executive remuneration as the average paid for the role in similar sized charities.

### **Risk Management**

A risk register has been established by the Board. Risks are regularly reviewed and updated by the sub-committees and the Board. The Directors are satisfied that they have considered the major risks to which the charity is exposed, that they have taken action to mitigate or to manage those risks and that there are systems in place to monitor any changes in those risks.

## **WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2023**

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#### **Projects**

Coventry and Warwickshire CCG extended WCAVA's contract to provide support to recruit and manage volunteers for a number of the vaccination sites across South and Northern Warwickshire. The funding for this work has now evolved into and subsequently provided by the Integrated Care System (ICS).

Stratford-on-Avon District Social Inclusion Partnership (SIP) Development officer continued in post to enhance and support the VCSE sector in the District with a focus on work that addresses the priorities of SIP.

BSol ICS supported work in Solihull to engage with the wider VCSE to inform priorities around health inequalities.

Aligned to the work of the Stratford on Avon Social Inclusion Partnership a need was identified for the communities of Bishopton and Clopton in Stratford. CAVA was commissioned to recruit a Community Builder Role to work within these communities.

The South Warwickshire Place partnership commissioned some bespoke engagement with VCSE groups around their priorities aligned to health and wellbeing. A range of engagement sessions have been delivered.

#### **CHARITABLE OBJECTIVES**

The Charitable objectives of WCAVA are detailed within the Memorandum of Association as:

To promote all or any charitable purposes for the benefit of the community within the Area of Benefit and in particular the advancement of education, the furtherance of health and the relief of poverty, distress and sickness;

Without limitation to the generality of the foregoing to provide resources to include not by way of limitation advice, guidance, mentoring, training, supervision and support to organisations with similar charitable objectives in order to assist these organisations with their charitable work; and

To promote and organise co-operation in the advancement of these purposes and to bring together in council representatives of the voluntary organisations, statutory authorities and individuals within the Area of Benefit.

To protect and preserve the environment for the benefit of the public.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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### **PUBLIC BENEFIT**

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims, objectives and in planning our future activities. In particular, the directors consider how planned activities will contribute to the aims and objectives they have set.

#### **How our activities deliver public benefit:**

All of our offices, e-communications and our website provide a vital service as a point of essential information and advice not just for our member organisations and groups but also for the general public and partner agencies. Our ability to signpost the general public to organisations and groups that can assist them with a whole range of issues from debt advice to counselling and youth work to domestic abuse ensures that those who need support can access it.

All groups and organisations supported will have a specific remit in themselves to support their local community or to support a specific area of interest often focussing upon the most disadvantaged or disengaged sections of our society. For many of our member organisations the support we provide enables them to more effectively deliver support to vulnerable individuals. Furthermore the groups and organisations that we support enables them to carry out their aims or charitable objectives more efficiently whether through securing funding, developing more robust procedures or quality assurance processes all provide direct benefit to the citizens of Warwickshire and Solihull through their enhanced front-line service delivery.

Our Volunteering Coordinators enable those who wish to contribute their skills, knowledge, time and energy to support others to do so for the benefit of organisations, groups and individuals within Warwickshire and Solihull. We also support those who work within the private sector to support charities and communities through our skilled volunteering programmes and corporate social responsibility (CSR) offer.

### **STATEMENT OF PURPOSE**

#### **OUR VISION:**

A thriving and well-resourced voluntary and community sector throughout Warwickshire that meets community needs and provides an excellent experience for all.

#### **OUR MISSION**

Warwickshire CAVA promotes, develops and supports a vibrant voluntary and community sector to enable local people to shape and influence their communities.

Warwickshire CAVA's strategic plan has six broad objectives set out to support the Third Sector to make a difference to the communities of Warwickshire and Solihull:

- **Membership**
- **Volunteering Access**
- **Fundraising**
- **Partnerships**
- **Marketing**
- **Communications**

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2023*

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### ACHIEVEMENTS AND PERFORMANCE

#### **Core Infrastructure Support Work**

WCAVA's core activity is to provide Infrastructure support that assists voluntary, community and social enterprise organisations and groups in Warwickshire and Solihull to form, develop and thrive by accessing the resources they require to meet their charitable objectives and evidenced community need.

#### **Warwickshire**

WCAVA teams provided support to 2,023 groups and organisations working in partnership across all Boroughs and Districts. Funding continued to be a challenge for many groups and WCAVA assisted with funding applications amounting to £1,769,573 of which £75,972.99 came into Warwickshire within the financial year through funding applications and grant panels. Events continued to be held online in the main and WCAVA teams held 87 events including webinars and workshops and contributed to 193 others, which enabled 668 people to contribute and for 1,090 organisations to be upskilled.

As the NHS Clinical Commissioning groups evolve and transform into an Integrated Care System, CAVA has provided a key role in supporting the development towards a VCSE Alliance for Coventry and Warwickshire, working with Voluntary Action Coventry and wider VCSE Leaders and Groups to become a valued and equal partner forming the Integrated Care System, which is based on co-production, collaborative working and commissioning in tackling health inequalities across the county and in line with need. This work continues into 2023-24 and is led by the formation of the Integrated Care Strategy, formed by the Integrated Care Partnership (ICP) and governed by the Integrated Care Board (ICB). CAVA provides representation to the ICP on behalf of the VCSE in Warwickshire and is the VCSE 'Observer' to the ICB. (Also see Solihull).

Our 'Simply Connect' volunteering portal enables volunteers and volunteer involving organisations to have 24-hour access to volunteering opportunities. During 2022 - 23, 1,235 individuals interested in volunteering in Warwickshire were supported by WCAVA's volunteering team with an estimated 958 being placed in a volunteering role of which 720 were placed within a health and social care related organisation.

## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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The economic value of this volunteering equates to approximately £3,036,232 per annum, this includes 148 one off ESV (Employee Skilled Volunteering) and micro volunteering opportunities undertaken.

#### **Solihull**

During the year we continued to raise our profile in Solihull, developing new partnerships and increasing levels of support to VCS groups in Solihull working with 146 groups providing funding and group development support, Trustee recruitment and Corporate Social Responsibility (CSR) support and engagement with the wider community sector. 35 groups were given one to one support to develop fundraising skills and enable higher levels of confidence around bid writing resulting in £240,330 successful grant applications. 80 events and workshops were held with 3,793 attendees.

Through Corporate Social Responsibility (CSR), £23,550 was contributed within their communities.

The Solihull Volunteer Managers' Forum facilitated by WCAVA continued to meet regularly and to be a valued resource to volunteer managers.

The Volunteering Coordinator supported 52 volunteers, involving organisations (VIO's) with one to one support regarding recruitment and management of volunteers. 33 new VIO's were assisted to utilise Simply Connect, the volunteer brokerage portal, and between them advertised 97 volunteering opportunities. 117 new volunteers were also signed up to the Simply Connect portal to find volunteering placements from the available volunteering opportunities.

During the year we have continued to disseminate a high volume of electronic information to groups and organisations. In Warwickshire our e-zine and bulletin subscription levels stand at 2,564.

#### **Restricted Fund Activities**

During the year we have undertaken a wide range of project work detailed in note 20.

#### **FINANCIAL REVIEW**

The Directors report that:

**Unrestricted Funds** for the year show a net income of £39,281(2022: net income of £23,266)

**Designated Funds** showed a nil net movement (2022: nil net movement)

**Restricted Funds** showed a net income of £89,531 (2022: net expenditure of £146,393)

**Endowment Funds** showed a net expenditure of £4,743 (2022: net expenditure of £3,928)

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2023*

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### **Review of financial position at the end of the reporting period**

#### **i. Financial effect of significant events**

##### Cost of Living Crisis

The Board recognised the financial impact on WCAVA staff during the year and agreed a pro-rata payment to each member of staff. A pay review was also undertaken during this financial year and implemented in the 2023/2024 financial year.

##### Big Local Project Hill Top and Caldwell

This project underspent at 31st March 2023 by £70k, mainly due to a staffing vacancy and delay in the parks project. This expenditure is planned for 2023/2024.

##### Big Local Arley & Ansley

This project underspent at 31<sup>st</sup> March 2023 by £35k, mainly due to a delay in the Highways Traffic Calming Measures which is committed for the new financial year.

#### **ii. Principal Risks; Uncertainties; summary of plans and strategies for managing those risks**

During 2022, the Clinical Commissioning Groups evolved into the Integrated Care System. CAVA received circa £62k annually from the CCG towards infrastructure support for the sector and was uncertain, due to changes in system if this funding would continue. This risk was identified and following discussions with commissioner this funding has been secured for 2023-24.

At the present time in 2023, the contract with Solihull Metropolitan Borough Council is due to end in March 2024. Discussions are currently being held to determine if there will be future commissioning opportunities for April 2024 onwards. The risk includes a drop in 10% of our income and potential loss of staffing. TUPE information has been requested which helps reduce risk to job security and an exit strategy will be devised to manage, in the event of end of contract. The Board are mitigating each stage of the process and are managing this through strategy partnership working and communication with existing and new Commissioners to identify opportunities for new funding in the future.

CAVA also applied for a new chapter of funding with both Warwick and Rugby District Councils of which both were successful.

#### **iii. Factors likely to affect future financial performance or position**

Due to the current climate and significant inflation/cost of living crisis, the predicted budget pressure in 2023/2024 is £38k consisting of insurance; utility and salary costs. This risk is being managed by a review of the WCAVA physical assets; monitoring of the management accounts process and introduction of the new income generation strategy.

The contract with Warwickshire County Council (WCC) has been awarded on a fixed cost each year for the lifetime of the contract and therefore not able to meet the challenges brought about by the unprecedented increase in inflation. Whilst budget pressure discussions and negotiations are currently being held with the Council, CAVA also recognises the financial impact on all Councils brought about by the cost of living crisis. Analysis from the County Council Network reveals that county authorities in England are grappling with £3.5bn in inflationary and demand costs this year and next, which is more than double the expected rise (CCN News: October 2022).

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## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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The Board have identified this risk and are working to reduce through ongoing dialogue with WCC and reviewing if the current sale of fixed assets will support financial sustainability through alternative investment and growth opportunities, as well as cost savings and diversification of income, especially unrestricted.

#### **Principal Sources of Funding**

Our principal source of funding continues to be from Warwickshire County Council.

#### **Freehold Property**

The freehold properties, after depreciation, had a net book value of £327,900 at 31 March 2023. The properties are functional assets used in the fulfilment of our charitable objects and the Directors consider the amount reflects the value in use. The Directors also consider that the value is a reasonable approximation of market value and that any fluctuation is temporary and would not materially impact on the understanding of the charitable company's financial position by the reader of the financial statements.

#### **Investment and Reserves**

We continue to be committed to maximising our income, in relation to investments, within an ethical framework, but without taking any undue risks. Our surplus funds are invested in several low risk higher yield investments with well-known financial institutions and are regularly reviewed by the finance committee. With regards to Reserves, we have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charitable company should equate to no less than 15% of the unrestricted funds expended. This equates to £106,479 for 2022/2023. At this level the Directors feel that they would be able to continue some of the current activities of the charity in the event of a significant drop in funding. At the year end, free reserves available amounted to £240,920. We plan to use this for future charitable activities and development of the organisation.

#### **Taxation**

As a charity, subject to certain restrictions, Warwickshire Community and Voluntary Action is exempt from corporation tax on income and gains. No liability arises in the year. The Charity was registered for VAT throughout the year and all resources expended include non-reclaimable VAT as appropriate.

#### **Grant Making**

Grant Making is not a material element of Warwickshire Community and Voluntary Action's activities. During the year however, the Charity has facilitated the making of grants to local organisations and charities by way of supporting grant making bodies including Big Local Trust. These transactions are detailed in note 8.

#### **PLANS FOR FUTURE PERIODS**

2022/23 has been a year focused on devising the new Vision and Strategic Priorities for 2023-26. Various consultations were undertaken with both internal and external stakeholders to identify both need and our opportunities for development.

The demand for our support has remained high compounded by the impact of Cost of living on VCSE sector and the significant increase in volunteer recruitment. The fact that over 2140 organisations and groups and over 1300 volunteers have been supported is testament to the hard work and dedication of our staff and volunteers. It continues to be harder and harder to secure funding and resources for the vast amount of organisations and groups that we support and going forward we are putting resource into developing relationships in the following key areas:

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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### **Diversifying our Funding Base**

We successfully diversified our funding base over recent years and generated a significant proportion of our income through independently earned income. However with the uncertainty of funding streams going forward and the impact of Cost of Living, this may impact on such projects going forward. We will therefore renew our efforts to strengthen our position by pursuing funding opportunities with our strategic partners, private sector and by introducing a new income generation strategy for the organisation.

### **Private Sector Partner Support**

Relationships continue to be established with private sector partners and the work we do with them around Corporate Social Responsibility (CSR), including Employee Skilled Volunteering (ESV). Going forward a new CAVA CSR working party will be established to build on our current level of partner support.

### **Board Structure Review**

Having completed and implemented the organisation restructure the Board recognised more value in meeting as a whole Board and have therefore agreed to meet as a full board on a bi-monthly basis.

### **Diversity**

It is imperative that WCAVA is representative of the communities in which services are delivered. During 2022-23 we continued our development on this area, working directly with a Lead Trustee for E&D and SMT member to improve diversity in terms of recruitment of staff, volunteers, Trustees and to address how we can improve our reach to diverse communities and groups and now have in place an organisation Equality & Diversity Action Plan.

### **Increasing Membership**

There is a general desire to increase the number of groups CAVA can support as it provides consistently high levels of support to organisations and groups who are not member organisations. Going forward WCAVA's strength can be in its membership and a two-way relationship that will bring benefit to both parties. This will provide improved understanding of our members' needs thereby providing stronger evidence for future funding bids. Moving forward, in 2023-24, the Board and SMT will consider its position as a strategic priority for the organisation and which approach it will take in line with the new strategy.

### **Communication & Marketing**

WCAVA considered its strategic priorities and developed a marketing and comms plan which focuses work on a stronger digital presence in order to be better placed to increase the reach of our members' voices and celebrate their impact. During 2022/23, CAVA worked to revamp the website with a final version ready in 2023-24.

### **Property Portfolio**

In 2022-23 a significant review of the organisation's properties was undertaken to identify assets and risk in relation to need. In early 2023, the Board agreed to market the sale of the rugby office due to changing staff needs and hybrid working.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2023

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### DIRECTORS' RESPONSIBILITIES

The Directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Directors to prepare financial statements for each financial year, which 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 the income and expenditure, of the charitable company for the year. In preparing these financial statements, the Directors are required to:


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

The Directors are responsible for keeping adequate accounting records that 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 and the Charities Act 2011. 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.

In so far as the Directors are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the Directors have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

The Directors are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions. This report was approved by the Board on *12<sup>th</sup> September 2023*

  
.....  
Andrew Gabbittas  
Chair

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## INDEPENDENT AUDITOR'S REPORT

### TO THE MEMBERS OF WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

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#### **Opinion**

We have audited the financial statements of Warwickshire Community and Voluntary Action (the 'Charity') for the year ended 31 March 2023 which comprise the statement of financial activities, the summary income and expenditure account, the balance sheet, the statement of cash flows and the notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2023 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the Charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE MEMBERS OF WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

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#### **Other information**

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the Trustees' report for the financial year for which the financial statements are prepared, which includes the directors' report prepared for the purposes of company law, is consistent with the financial statements; and
- the directors' report included within the Trustees' report has been prepared in accordance with applicable legal requirements.

#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the Charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the Trustees' report.

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Director's report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- certain disclosure of directors' remuneration specified by law are not made; or
- the financial statements are not in agreement with the accounting records and returns and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or; or the Trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemption in preparing the directors' report from the requirement to prepare a strategic report.
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' report and from the requirement to prepare a strategic report.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE MEMBERS OF WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

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#### **Responsibilities of Trustees**

As explained more fully in the statement of Trustees' responsibilities, the Trustees, who are also the directors of the Charity for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the Trustees are responsible for assessing the Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

We gained an understanding of the legal and regulatory framework applicable to the charity and the industry in which it operates and assessed the extent of compliance with these laws and regulations as part of our procedures on the related financial statement items.

Based on our understanding of the charity and the sectors it operates in we identified that the principal risks of non-compliance with laws and regulations related to breaches of Charities Act 2011, UK Tax Legislation and UK Employment Law; Companies Act 2006; Safeguarding and GDPR regulations; and the terms of the charity's governing documents. We also evaluated management incentive and opportunities for fraudulent manipulations of the financial statements.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE MEMBERS OF WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

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Audit procedures performed included:

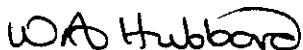
- Identifying and assessing the design effectiveness of controls in management have in place to prevent and detect fraud.
- Challenging assumptions and judgments made by management in their significant accounting estimates and assessing if these indicate evidence of management bias;
- Reviewing the accounting records for large and unusual journal entries and testing any identified and in particular the rationale for any transactions outside the charity's normal course of activity;
- Reviewing the accounting records for large and unusual bank payments and testing any identified and in particular the rationale for any transactions outside the charity's normal course of activity;
- Testing a sample of debit entries in the profit and loss account to check they are bona-fide costs made for the benefit of the charity;
- Discussions with management, including consideration of known or suspected incidences of non-compliance with laws and regulation and fraud;
- Reviewing returns made to Companies House and HMRC.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

#### Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Wende Hubbard FCCA (Senior Statutory Auditor)  
for and on behalf of Burgis & Bullock



Chartered Accountants  
Statutory Auditor

23-25 Waterloo Place  
Leamington Spa  
Warwickshire  
CV32 5LA

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## STATEMENT OF FINANCIAL ACTIVITIES

**FOR THE YEAR ENDED 31 MARCH 2023**

**Current financial year**

		Unrestricted funds general 2023 £	Unrestricted funds Designated 2023 £	Restricted funds 2023 £	Endowment funds 2023 £	Total 2023 £	Total 2022 £
	Notes						
<b><u>Income and endowments from:</u></b>							
Donations and legacies	3	1,587	-	236	-	1,823	963
Charitable activities	4	626,384	-	799,153	-	1,425,537	1,216,062
Investments	5	583	-	-	-	583	464
Other income	6	117,087	-	-	-	117,087	85,014
<b>Total income</b>		<b>745,641</b>	<b>-</b>	<b>799,389</b>	<b>-</b>	<b>1,545,030</b>	<b>1,302,503</b>
<b><u>Expenditure on:</u></b>							
Charitable activities	7	706,360	-	709,858	4,700	1,420,918	1,430,330
Net gains/(losses) on investments	12	-	-	-	(43)	(43)	772
<b>Net income/(expenditure) for the year</b>		<b>39,281</b>	<b>-</b>	<b>89,531</b>	<b>(4,743)</b>	<b>124,069</b>	<b>(127,055)</b>
<b>Net movement in funds</b>		<b>39,281</b>	<b>-</b>	<b>89,531</b>	<b>(4,743)</b>	<b>124,069</b>	<b>(127,055)</b>
Fund balances at 1 April 2022		355,638	24,548	364,414	195,049	939,649	1,066,704
<b>Fund balances at 31 March 2023</b>		<b>394,919</b>	<b>24,548</b>	<b>453,945</b>	<b>190,306</b>	<b>1,063,718</b>	<b>939,649</b>

All income and expenditure derive from continuing activities.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2023*

Prior financial year		Unrestricted funds general 2022 £	Unrestricted funds Designated 2022 £	Restricted funds 2022 £	Endowment funds 2022 £	Total 2022 £
	Notes					
<b><u>Income and endowments from:</u></b>						
Donations and legacies	3	750	-	213	-	963
Charitable activities	4	628,589	-	587,473	-	1,216,062
Investments	5	464	-	-	-	464
Other income	6	85,014	-	-	-	85,014
<b>Total income</b>		714,817	-	587,686	-	1,302,503
<b><u>Expenditure on:</u></b>						
Charitable activities	7	691,551	-	734,079	4,700	1,430,330
Net gains/(losses) on investments	12	-	-	-	772	772
<b>Net movement in funds</b>		23,266	-	(146,393)	(3,928)	(127,055)
Fund balances at 1 April 2021		332,372	24,548	510,807	198,977	1,066,704
<b>Fund balances at 31 March 2022</b>		355,638	24,548	364,414	195,049	939,649

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## SUMMARY INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

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	All income funds	
	2023	2022
	£	£
Gross income	1,545,030	1,302,503
Gains/(losses) on investments	(43)	772
	<hr/>	<hr/>
Total income in the reporting period	1,544,987	1,303,275
	<hr/>	<hr/>
Total expenditure from income funds	1,420,918	1,430,330
	<hr/>	<hr/>
<b>Net income/(expenditure) for the year</b>	<b>124,069</b>	<b>(127,055)</b>
	<hr/> <hr/>	<hr/> <hr/>

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

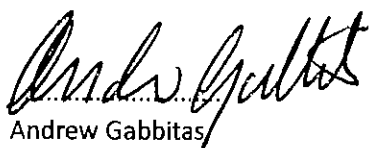
## BALANCE SHEET


**AS AT 31 MARCH 2023**

		2023		2022	
Notes	£	£	£	£	£
<b>Fixed assets</b>					
Tangible assets	13		520,539		472,039
Investments	14		16,406		16,449
			536,945		488,488
<b>Current assets</b>					
Debtors	16	388,071		215,432	
Cash at bank and in hand		447,314		597,415	
		835,385		812,847	
<b>Creditors: amounts falling due within one year</b>	17	(308,612)		(361,686)	
Net current assets			526,773		451,161
<b>Total assets less current liabilities</b>			1,063,718		939,649
<b>Capital funds</b>					
Endowment funds	19		190,306		195,049
<b>Income funds</b>					
Restricted funds	20		453,945		364,414
<u>Unrestricted funds</u>					
Designated funds	21	24,548		24,548	
General unrestricted funds		394,919		355,638	
			419,467		380,186
			1,063,718		939,649

The financial statements were approved by the Trustees on .....

*12<sup>th</sup> September 2023*

  
Andrew Gabbittas  
Trustee

  
.....  
G A Other  
Trustee

Company registration number 06531268

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
<b>Cash flows from operating activities</b>					
Cash absorbed by operations	25		(85,044)		(126,650)
<b>Investing activities</b>					
Purchase of tangible fixed assets		(65,640)		(41,660)	
Investment income received		583		464	
<b>Net cash used in investing activities</b>			(65,057)		(41,196)
<b>Net cash used in financing activities</b>			-		-
<b>Net decrease in cash and cash equivalents</b>			(150,101)		(167,846)
Cash and cash equivalents at beginning of year			597,415		765,261
<b>Cash and cash equivalents at end of year</b>			447,314		597,415

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

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### 1 Accounting Policies

#### Charity Information

Warwickshire Community and Voluntary Action is a charitable company limited by guarantee, incorporated in England and Wales on 11 March 2008 and registered in Cardiff, as a charity on 1 April 2008. The registered office is 19 & 20 North Street, Rugby, Warwickshire, CV21 2AG.

#### 1.1 Accounting Convention

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

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include fixed asset investments and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### 1.2 Going Concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable Funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Designated funds are unrestricted funds that the directors have set aside for specific purposes.

Restricted funds are funds that can only be used for particular purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Endowment funds are funds which are gifted and where restrictions arise when specified by the donor and capital is not used for direct expenditure.

#### 1.4 Incoming Resources

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 1 Accounting Policies

(Continued)

Grants and other income are recognised when the income is due providing terms and conditions have been met.

Rental income is recognised on a straight line basis over the contracted term.

Income is measured at the fair value of the consideration received or receivable and represents amounts receivable for services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

### 1.5 Resources Expended

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenses are accounted for on an accruals basis. Expenditure incurred on support costs arises from project management, split as agreed by Funders, Finance and Human Resources cost allocated to projects paying for these costs, and central overheads and general management which are split on a full time equivalent employee basis. Governance costs only include the audit fee, AGM expenditure, Directors' expenses and Companies House fee.

#### *Expenditure by Activity*

Charitable expenditure is allocated to relevant activities on a direct cost basis and, in respect of any shared administration costs, as set out below under 'Resources Expended'. Activities are categorised by way of projects being undertaken and the provision of the charity's core objectives in providing Infrastructure support to the local, voluntary and community sector. The total expenditure incurred on each individual activity is disclosed in the financial statements. The Trustees also provide a further analysis of the overall expenditure incurred by the charity by cost centre. The Trustees believe this information provides the reader of the financial statements with a clearer understanding of the costs associated with delivering their charitable activities and the overall nature of those costs.

### 1.6 Tangible Fixed Assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is charged by annual instalments commencing with the date of acquisition at rates estimated to write off their cost less any residual value over the expected useful lives as follows:

Freehold land and buildings	50 years straight line
Leasehold improvements	Over life of lease
Furniture and equipment	5 years straight line

Furniture and equipment with a monetary value of less than £2,500 is written off in full in the year of purchase.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

---

### 1 Accounting Policies

(Continued)

#### 1.7 Fixed asset investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their value at the balance sheet date using the closing quoted market price. The statement of financial activities includes the unrealised gain or loss arising on revaluation.

#### 1.8 Impairment of fixed assets

At each reporting end date, the Charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less.

#### 1.10 Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial assets and liabilities are recognised when the charity becomes party to the contractual provisions of the instrument. The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. All financial assets and liabilities are initially recorded at transaction price. Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

##### ***Basic financial assets***

Basic financial assets are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest.

##### ***Basic financial liabilities***

Basic financial liabilities, including creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due and are subsequently carried at amortised cost, using the effective interest rate method. Financial assets and liabilities classified as receivable or payable within one year are not amortised.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

---

### 1 Accounting Policies

(Continued)

#### *Derecognition of financial liabilities*

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

Rentals payable under operating leases are charged against income on a straight line basis over the period of the lease.

#### 1.11 Pension costs

The charity operates a third party defined contribution scheme. The pension charge is shown in note 11 to the accounts.

#### 1.12 Retirement benefits

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

#### 1.13 Operating Leases

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

### 2 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

The following judgements and estimates have had the most significant effect on amounts recognised in the accounts:

#### **Analysis of expenditure on activity basis**

The charity has used judgement to allocate expenditure to its principal activities. Expenditure on support costs is allocated to projects paying for these costs, and central overheads and general management costs are split on a full time equivalent employee basis.

**WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2023**

**3 Donations and legacies**

	Unrestricted funds general	Restricted funds	Total	Unrestricted funds general	Restricted funds	Total
	2023	2023	2023	2022	2022	2022
	£	£	£	£	£	£
Donations and gifts	1,587	236	1,823	750	213	963

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2023*

### 4 Charitable activities

	Charitable Income 2023 £	Charitable Income 2022 £
Grants	690,597	481,178
Supply of services	46,751	148,948
Contractual payments	687,440	585,347
Other trading income	749	589
	1,425,537	1,216,062
	1,425,537	1,216,062
 <b>Analysis by fund</b>		
Unrestricted funds - general	626,384	628,589
Restricted funds	799,153	587,473
	1,425,537	1,216,062
	1,425,537	1,216,062

### 5 Investments

	Unrestricted funds general 2023 £	Unrestricted funds general 2022 £
Income from listed investments	583	410
Interest receivable	-	54
	583	464
	583	464

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

---

**6 Other income**

	Unrestricted funds general 2023 £	Unrestricted funds general 2022 £
Rent receivable	117,087	85,014

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 7 Charitable activities

	Charitable Expenditure 2023 £	Charitable Expenditure 2022 £
Staff costs	922,695	1,016,917
Depreciation and impairment	17,140	13,916
Premises Costs	65,090	58,086
Travelling expenses	10,315	6,913
Office expenses	11,108	25,708
Equipment hire and rental	4,067	8,284
Repairs and maintenance	55,917	75,346
General expenses	100,750	97,004
Irrecoverable VAT	5,507	9,220
Bank charges	1,418	1,790
Professional Fees	29,889	30,638
IT Costs	32,953	23,141
Direct costs	2,258	7,473
	<u>1,259,107</u>	<u>1,374,436</u>
Grant funding of activities (see note 8)	154,546	50,194
Share of governance costs (see note 9)	7,265	5,700
	<u>1,420,918</u>	<u>1,430,330</u>
<b>Analysis by fund</b>		
Unrestricted funds - general	706,360	691,551
Restricted funds	709,858	734,079
Endowment funds	4,700	4,700
	<u>1,420,918</u>	<u>1,430,330</u>

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2023**

### 8 Grants payable

	Charitable Expenditure 2023 £	Charitable Expenditure 2022 £
Grants to institutions:		
Big Local Arley & Anstey	31,624	3,883
Big Local Trust Hill Top & Caldwell	2,482	43,891
Other minor funds	3,891	2,420
LSI Carers	25,052	-
Coventry CDA	40,000	-
Grapevine	40,000	-
Ex Mining Villages Partnership	1,000	-
WCC Digital Exclusion Projects	10,497	-
	154,546	50,194
	154,546	50,194

-

### 9 Support costs

	Support costs £	Governance costs £	2023 £	2022 £
Audit fees	-	6,969	6,969	5,700
Trustees' expenses	-	296	296	-
	-	7,265	7,265	5,700
	-	7,265	7,265	5,700
Analysed between Charitable activities	-	7,265	7,265	5,700
	-	7,265	7,265	5,700

Governance costs includes payments to the auditors of £6,969 (2022- £5,700) for audit fees.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 10 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the Charity during the year. Expenses amounting to £296 were reimbursed to 2 trustees during the year.

### 11 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
	41	47
	<u>41</u>	<u>47</u>
<b>Employment costs</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Wages and salaries	810,170	891,716
Social security costs	67,809	69,937
Other pension costs	44,716	55,264
	<u>922,695</u>	<u>1,016,917</u>

The number, on the basis of full time equivalents by analysed functions, was: 15.6 WCAVA Core Activities staff (2022 16.7) and 13.3 Other Projects staff (2022 16.8).

There were no employees whose annual remuneration was more than £60,000.

### 12 Net gains/(losses) on investments

	Endowment funds	Endowment funds
	2023	2022
	£	£
Revaluation of investments	(43)	772
	<u>(43)</u>	<u>772</u>

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2023**

### 13 Tangible fixed assets

	Freehold land and buildings £	Leasehold Improvements £	Furniture and equipment £	Total £
<b>Cost</b>				
At 1 April 2022	455,000	135,240	18,578	608,818
Additions	-	65,640	-	65,640
At 31 March 2023	455,000	200,880	18,578	674,458
<b>Depreciation and impairment</b>				
At 1 April 2022	118,000	5,860	12,919	136,779
Depreciation charged in the year	9,100	6,154	1,886	17,140
At 31 March 2023	127,100	12,014	14,805	153,919
<b>Carrying amount</b>				
At 31 March 2023	327,900	188,866	3,773	520,539
At 31 March 2022	337,000	129,380	5,659	472,039

### 14 Fixed asset investments

	Listed investments £	Cash in portfolio	Total £
<b>Cost or valuation</b>			
At 1 April 2022	8,882	7,567	16,449
Valuation changes	(43)	-	(43)
At 31 March 2023	8,839	7,567	16,406
<b>Carrying amount</b>			
At 31 March 2023	8,839	7,567	16,406
At 31 March 2022	8,882	7,567	16,449

**WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2023**

**15 Financial instruments**

	<b>2023</b>	<b>2022</b>
	£	£
<b>Carrying amount of financial assets</b>		
Instruments measured at fair value through profit or loss	8,839	8,882
	<u>          </u>	<u>          </u>

**16 Debtors**

	<b>2023</b>	<b>2022</b>
	£	£
<b>Amounts falling due within one year:</b>		
Trade debtors	361,395	190,443
Other debtors	2,705	55
Prepayments and accrued income	23,971	24,934
	<u>          </u>	<u>          </u>
	<u>388,071</u>	<u>215,432</u>

**17 Creditors: amounts falling due within one year**

	<b>2023</b>	<b>2022</b>
	£	£
	<b>Notes</b>	
Other taxation and social security	51,972	72,256
Deferred income	18 96,231	126,057
Trade creditors	115,957	37,108
Other creditors	21,976	20,508
Accruals and deferred income	22,476	105,757
	<u>          </u>	<u>          </u>
	<u>308,612</u>	<u>361,686</u>

**18 Deferred income**

	<b>2023</b>	<b>2022</b>
	£	£
Other deferred income	96,231	126,057
	<u>          </u>	<u>          </u>

Deferred income is included in the financial statements as follows:

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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18	Deferred income	(Continued)	
		2023	2022
		£	£
	Deferred income is included within:		
	Current liabilities	96,231	126,057
		<u>          </u>	<u>          </u>
	Movements in the year:		
	Deferred income at 1 April 2022	126,057	91,320
	Released from previous periods	(190,768)	(91,320)
	Resources deferred in the year	160,942	126,057
		<u>          </u>	<u>          </u>
	Deferred income at 31 March 2023	96,231	126,057
		<u>          </u>	<u>          </u>

## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

#### 19 Endowment funds

Endowment funds represent assets which must be held permanently by the Charity. Income arising on the endowment funds can be used in accordance with the objects of the Charity and is included as unrestricted income. Any capital gains or losses arising on the assets form part of the fund.

	Movement in funds				Movement in funds				Balance at 31 March 2023		
	Balance at 1 April 2021	Incoming resources	Resources expended	Transfers	Revaluations gains and losses	Balance at 1 April 2022	Incoming resources	Resources expended		Transfers	Revaluations gains and losses
	£	£	£	£	£	£	£	£	£	£	£
<b>Permanent endowments</b>											
Morwenna Hughes	15,677	-	-	-	772	16,449	-	-	-	(43)	16,406
Memorial Fund	183,300	-	(4,700)	-	-	178,600	-	(4,700)	-	-	173,900
Freehold Premises	198,977	-	(4,700)	-	772	195,049	-	(4,700)	-	(43)	190,306

WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

20 Restricted funds

	Movement in funds		Movement in funds		Movement in funds		Movement in funds	
	Balance at 1 April 2021	Incoming resources	Resources expended	Balance at 1 April 2022	Incoming resources	Resources expended	Balance at 31 March 2023	Balance at 31 March 2023
	£	£	£	£	£	£	£	£
<b>WCAVA</b>								
WCAVA - Transformation	17,910	-	-	17,910	-	(3,718)	14,192	14,192
Targeted Testing Volunteer project	13,028	13,338	(11,853)	14,513	-	(10,530)	3,983	3,983
Warwicks Public Health Annual Report	5,435	-	(5,435)	-	-	-	-	-
Inclusive Volunteering & IT Accessibility	14,511	-	(1,886)	12,625	-	(1,886)	10,739	10,739
Youth Leadership Development	7,295	-	-	7,295	-	-	7,295	7,295
CE Vulnerable Telephone Befriending	2,795	8,632	(11,427)	-	-	-	-	-
Talent Match Legacy-Linking Futures	36,244	-	(34,584)	1,660	-	(1,660)	-	-
ESF Communities Momentum	411	11,783	(12,194)	-	-	-	-	-
Inspiring Futures (Children in Need)	22,138	32,248	(52,853)	1,533	-	(1,533)	-	-
Additional VCSE Development Support	52,878	-	(52,878)	-	-	-	-	-
Long COVID Survivors Group	4,819	-	(2,380)	2,439	-	(2,439)	-	-
COVID Vaccination programme	52,704	5,687	(54,663)	3,728	54,885	(40,979)	17,634	17,634
Wheels to Work Stratford	1,578	-	(1,578)	-	-	-	-	-
NHS Volunteer Responders	-	1,000	(1,000)	-	-	-	-	-
Local Socially Isolated Carers Programme	-	73,333	(34,194)	39,139	8,869	(41,341)	6,667	6,667
Community Mental Health Transformation Prog	-	82,828	(5,700)	77,128	11,942	(67,757)	21,313	21,313
Community Builder	-	-	(695)	(695)	23,726	(21,485)	1,546	1,546
Ukrainian Support	-	-	-	-	19,849	(10,648)	9,201	9,201
Tribe Project	-	-	-	-	82,558	-	82,558	82,558

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

20	Restricted funds	(Continued)					
		Balance at 1 April 2021	Incoming resources	Resources expended	Balance at 1 April 2022	Incoming resources	Resources expended
		£	£	£	£	£	£
	<b>Nuneaton &amp; Bedworth</b>						
	N & B Special Projects	7,491	-	-	7,491	-	4,739
	N&B Youth Education	16,946	-	(1,685)	15,261	-	12,684
	Community Cohesion	595	-	(595)	-	-	-
	Nuneaton-HTC Opportunities Year 5 -6	1,198	10,000	(285)	10,913	-	10,913
	Nuneaton HTC Aspirations Year 5- 6	40,711	21,100	(42,852)	18,959	1,782	1,762
	Nuneaton - HTC Poverty Year 5 - 6	-	19,999	(15,550)	4,449	-	474
	Nuneaton-HTC Supporting BL Year 5- 6	17,984	56,900	(73,070)	1,814	26,820	(3,662)
	Nuneaton-HTC LTO charges Year 5 - 6	3,539	5,250	(3,035)	5,754	1,232	5,646
	Nuneaton - BL HTC August 2022 - January 2026	-	-	-	-	96,835	37,969
	Nuneaton Leasehold improvements	-	-	-	-	93,000	84,052
	<b>Rugby</b>						
	ConnectWell (Social Prescribing)	48,883	650	(6,726)	42,807	1,220	20,829
	Rugby - Esmee Fairbairn Tranche 2	66,404	-	(66,404)	-	-	-
	Rugby - ConnectWell PCN	6,174	60,952	(62,331)	4,795	-	(4,795)
	Community Transport Soroptimist	3,926	-	(2,000)	1,926	(1,926)	-
	Rugby Repairs	1,884	-	(1,884)	-	-	-
	Rugby - Wellbeing & Mental Health Resilience Fund	-	6,972	(6,972)	-	-	-

WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

20 Restricted funds	Movement in funds		Movement in funds		Movement in funds		Balance at 31 March 2023
	Balance at 1 April 2021	Incoming resources	Resources expended	Balance at 1 April 2022	Incoming resources	Resources expended	
	£	£	£	£	£	£	£
<b>North Warwickshire</b>							
Youth Volunteering	3,031	-	-	3,031	-	-	3,031
3 Villages Youth Project	10,076	-	(5,962)	4,114	-	(4,110)	4
Ex-Mining Villages Partnership	-	25,655	(7,431)	18,224	25,095	(25,502)	17,817
NW-Big Local Arley & Ansley Plan 2018	35,154	3,083	(30,331)	7,906	(987)	(228)	6,691
NW Arley & Ansley Youth Club	-	2,341	-	2,341	-	-	2,341
NW - Arley & Ansley - Operations	-	510	(510)	-	-	-	-
NW - Arley & Ansley - Local Trust	527	-	(527)	-	-	-	-
NW - BL Arley & Ansty Plan 2021 - 2024	-	72,044	(62,913)	9,131	144,766	(148,232)	5,665
<b>Stratford</b>							
Stratford Development Worker	4,083	33,000	(30,257)	6,826	39,600	(32,088)	14,338
<b>Solihull</b>							
Birmingham VCS	-	4,166	-	4,166	12,981	(242)	16,905
Solihull Volunteer Coordinator	4,179	36,215	(23,375)	17,019	143,991	(130,702)	30,308
Solihull Faiths Forum	276	-	(64)	212	-	(95)	117
Solihull MBC	6,000	-	(6,000)	-	-	-	-
SW place	-	-	-	-	13,151	(6,957)	6,194
	510,807	587,686	(734,079)	364,414	799,389	(709,858)	453,945

## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

#### 20 Restricted funds

(Continued)

##### WCAVA

##### WCAVA – Transformation

Established to assist with the future of the organisation's staffing resources.

##### Targeted Testing Volunteer project

Underspend on this project approved by Warwickshire County Council for the Digital Exclusion project to assist underrepresented groups with their digital skills.

##### Inclusive Volunteering & IT Accessibility

Established to help the organisation transform and upgrade its volunteering and IT capacities using up-to-date technology.

##### Youth Leadership Development

Amalgamation of residual funds to promote a Youth Leadership.

##### Talent Match and Legacy

Talent Match Coventry and Warwickshire is funded by the Big Lottery Fund and designed to help people aged 18-24 from Coventry, Nuneaton and North Warwickshire who have limited or no paid work experience in the last year.

##### Covid Vaccination programme

WCAVA has been commissioned by the NHS to provide volunteers for various vaccination sites across North and South Warwickshire.

## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

#### 20 Restricted funds

(Continued)

##### Inspiring Futures (Children in Need)

Delivery of a project which focuses on the social integration and improvement of employability prospects for 50 unemployed young people (18-24) from disadvantaged groups who have experienced hardship as a result of Covid-19.

##### Locally Socially Isolated Carers Programme

Funding from WCC, working to develop volunteers, specifically aimed at providing support to Carers who may be feeling lonely and socially isolated, particularly following the pandemic and period of lockdown.

##### Community Mental Health Transformation Prog

Coventry and Warwickshire Partnership have provided an innovation pot with a targeted and specific focus to address local health and life inequalities of people with severe mental health problems including BAME communities, LGBTQIA+ communities.

##### Community Builder

Funding from Stratford upon Avon District Council as part of a programme to work with deprived Communities to improve social inclusion and community cohesion and resilience.

##### **NUNEATON & BEDWORTH**

##### N & B Special Project

Local restricted funds that aim to increase capacity within the community to enable support for vulnerable members and those in most deprived areas.

## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

#### 20 Restricted funds

(Continued)

##### N&B Youth Education

Funding made available by Midlands Training, to assist and support youth with their education in the Nuneaton area.

##### Hill Top & Caldwell Big Local Area Funds

A range of funds held by WCAVA as the locally trusted organisation on behalf of the partnership for the Hill Top & Caldwell, Big Local area to deliver a local resident-led programme for improvement.

##### Nuneaton Leasehold Improvements

Funding from Heart of England for improvements to the Newtown Centre.

#### RUGBY

##### Connect Well (Social Prescribing)

A project to build upon the pilot tested model of 'social prescribing' and 'social referral,' signposting to access services and activities delivered by the VCS and statutory partners with the aim of improving people's health and wellbeing.

##### Rugby Connect Well Primary Care Network

Guided support is offered for those referred over 75, or those 18-75 who are either sick or/and distressed. Patients are assisted to identify what matters to them, and connected to voluntary and community opportunities to improve their health and wellbeing.

#### NORTH WARWICKSHIRE

##### Youth Volunteering

Funds set aside to sustain continuation of project.

##### 3 Villages Youth project

Funding to support running costs of Targeted Youth Support Service.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 20 Restricted funds

(Continued)

#### Ex Mining Villages Partnership

WCC funding for the youth clubs in North Warwickshire.

#### Big Local Arley/Ansley Plan 2018

Funds held as locally trusted organisation on behalf of the partnership for Arley and Ansley as a Big Local area to deliver a local resident-led programme for improvement.

#### **STRATFORD UPON AVON**

##### Development Worker

The provision of a Development Officer to identify and secure funding opportunities that will enhance and support the Voluntary and Community sector within the Stratford-on-Avon district. This will focus on supporting older people and empower communities to harness local resources and expertise to help themselves.

#### **SOLIHULL**

##### Volunteer Coordinator

Employ a volunteer co-ordinator to: ensure effective implementation of Volunteer Connect; support volunteer based organisations to access and manage a volunteer workforce; share volunteer management good practice with groups thereby ensuring that volunteers in Solihull have a positive and safe experience whilst volunteering; be a point of contact for groups and those wishing to volunteer and will promote volunteering across Solihull communities in conjunction with the SMBC Community Development Team.

#### **OTHER LOCAL FUNDS**

Small funds held and distributed in the relevant locality as required by the donor.

**WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2023**

**21 Designated funds**

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2021 £	Movement in funds			Balance at 1 April 2022 £	Transfers £	Movement in funds			Balance at 31 March 2023 £
		Incoming resources £	Resources expended £	Incoming resources £			Resources expended £	Transfers £		
Nuneaton - Newtown Centre	24,548	-	-	24,548	-	-	-	-	24,548	
	24,548	-	-	24,548	-	-	-	-	24,548	

**WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2023**

22 Analysis of net assets between funds	Unrestricted funds		Designated funds		Restricted Endowment funds		Total Unrestricted funds		Designated funds		Restricted Endowment funds		Total	
	2023	£	2023	£	2023	£	2022	£	2022	£	2022	£	2022	£
Fund balances at 31 March 2023 are represented by:														
Tangible assets	153,999		188,867		3,773		173,900		520,539		117,974		178,600	472,039
Investments	-		-		-		16,406		16,406		-		16,449	16,449
Current assets/(liabilities)	240,920		(164,319)		450,172		-		526,773		(93,426)		358,755	451,161
	394,919		24,548		453,945		190,306		1,063,718		24,548		195,049	939,649

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2023**

### 23 Operating lease commitments

At the reporting end date the Charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2023	2022
	£	£
Within one year	8,161	12,974
Between two and five years	3,939	6,036
In over five years	679	729
	12,779	19,739
	12,779	19,739

### 24 Related party transactions

#### Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2023	2022
	£	£
Aggregate compensation	66,373	63,563
	66,373	63,563

### 25 Cash generated from operations

	2023	2022
	£	£
Surplus/(deficit) for the year	124,069	(127,055)
Adjustments for:		
Investment income recognised in statement of financial activities	(583)	(464)
Fair value gains and losses on investments	43	(772)
Depreciation and impairment of tangible fixed assets	17,140	13,916
Movements in working capital:		
(Increase) in debtors	(172,639)	(141,312)
(Decrease)/increase in creditors	(23,248)	94,300
(Decrease)/increase in deferred income	(29,826)	34,737
	(85,044)	(126,650)
<b>Cash absorbed by operations</b>	<b>(85,044)</b>	<b>(126,650)</b>

### 26 Analysis of changes in net funds

The Charity had no debt during the year.

**WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

England & Wales - Charity number 1123402

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# Accounts

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Charity registration number 1123402

Company registration number 06531268 (England and Wales)

**WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2022**

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## LEGAL AND ADMINISTRATIVE INFORMATION

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### REFERENCE and ADMINISTRATIVE DETAILS

<b>Charity Name</b>	Warwickshire Community and Voluntary Action (WCAVA)
<b>Company number</b>	06531268 (England and Wales)
<b>Charity number</b>	1123402
<b>Registered office</b>	19 & 20 North Street, Rugby, CV21 2AG
<b>Company Secretary</b>	K Winchcombe (Appointed 16th May 2022)
<b>Directors</b>	The Directors, who have served through the financial year and to the date of signing this report, except where stated, were:  Andrew Gabbitas S Hammond D Purewal P Robson S C Rawbone C Spiers (Appointed 7 February 2022) G A Other (Appointed 21 March 2022) J A Wildig (Appointed 22 November 2021) Jatinder Birdi (Resigned 2 November 2021) Tony Guy (Resigned 21 March 2022) Sue Lodge (Resigned 5 October 2021)
<b>Auditor</b>	Burgis & Bullock 23-25 Waterloo Place, Leamington Spa, CV32 5LA
<b>Solicitors</b>	Lodders Solicitors LLP Arden Street, Stratford-Upon-Avon, CV37 6PA
<b>Bankers</b>	HSBC Bank PLC 126 Parade, Leamington Spa, CV32 4AJ
<b>Investment advisors</b>	Towergate Insurance Trading name of Towergate Underwriting Group Limited., Eclipse Park, Sittingbourne Road, Maidstone, ME14 3EN

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# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

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# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2022

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The Directors (who are the Trustees of the Charity) have pleasure in submitting their thirteenth Annual Report together with the audited financial statements for the year ended 31 March 2022.

### **STRUCTURE, GOVERNANCE and MANAGEMENT**

#### **Governing Document**

WCAVA is a charitable company limited by guarantee, incorporated on 11 March 2008 and registered as a charity on 1 April 2008.

The charitable company was established under a Memorandum of Association, which established the objectives and powers of the company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

The Directors are responsible for the overall governance of the charitable company.

#### **Significant Changes**

During the year the Board undertook a review of its structure and proposed a restructure to include lead roles for Trustees to be implemented in 2022/23.

#### **Membership and Appointment of the Board of Directors**

The number of members that can be registered is unlimited and membership is open to any individual or organisation that is interested in promoting the aims and objectives of WCAVA. There has been a focus on membership recruitment during the year with positive results.

The Board is required to have at least 8 Members and there is no maximum, unless determined by ordinary resolution. Annually one third of the Board retires by rotation, but these directors are eligible for re-election. The Board have the power to co-opt additional directors. No director can serve for more than nine consecutive years.

The members of the Board, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report are listed on page one.

Directors may be nominated by the membership in accordance with the memorandum, to reflect the range of voluntary and community groups as well as for their knowledge of the area and the work of the charity. The Board endeavours to ensure there is a balance of skills and expertise. Co-opted directors are recruited from a range of sources: specialist advertising mediums, introduction by existing members and direct applications 'through word of mouth'. Prospective members are required to complete application forms, which are duly assessed against the 'Skills Needs Analysis' to ensure that there is a balance of skills and expertise at any one time.

There is a comprehensive induction programme for new Board members, which comprises a session on their roles and responsibilities and on the key operational policies and procedures that shape the delivery of the day to day services. This is supplemented by training and development using the Charity Commission guidance and resources.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

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### Organisation

The Board has met five times this year. Sub committees meet regularly in between the meetings and comprise of:

- Finance and General Purpose Subcommittee
- HR Subcommittee
- Strategy Working Group
- Volunteering Subcommittee
- Inclusion Subcommittee

New sub committees commenced April 2022.

The day to day running of the charity is delegated to the Chief Executive.

### Senior Staff

Chief Executive	Kate Morrison ( until 15th May 2022) Karen Winchcombe ( from 16th May 2022)
Area Manager - North	Alison Thompson
Area Manager - South	Jane Holdsworth
Area Manager - Mid	Tracy Southam
Finance Manager	Ruby Sarkaria

The Directors consider that the Board of Directors and the Chief Executive comprise the key management personnel of the directing and controlling, running and operating the charity on a day to day basis. No director received remuneration in the year, Details of directors' expenses and related party transactions are disclosed in note 10 to the accounts. The pay of the senior staff is reviewed bi-annually. In view of the nature of the charity, the directors benchmark the Chief Executive remuneration as the average paid for the role in similar sized charities.

### Risk Management

A risk register has been established by the Board. Risks are regularly reviewed and updated by the sub-committees and the Board. The Directors are satisfied that they have considered the major risks to which the charity is exposed, that they have taken action to mitigate or to manage those risks and that there are systems in place to monitor any changes in those risks.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2022*

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### **Projects**

Big Local – due to the continuing impact of Covid-19 there is an underspend due to inability to deliver as planned. Arley & Ansley agreed a new delivery plan during the year which provides an extension of the project until July 2022. Hilltop & Caldwell will be agreeing a new plan in the next financial year.

Linking Futures (Talent Match Legacy Programme) – due to funding coming to an end the project closed on 31st March 2022 having successfully delivered a programme that had a significant positive impact on the lives of many young people.

ConnectWELL - the project delivered an exceptional programme of Social Prescribing. However, with the cessation of the Esme Fairbairn funding it was not feasible to continue delivery of Primary Care Network Link Worker programme without relevant match funding and the decision was made to bring the project to an end on 31st March 2022. ConnectWELL had a strong legacy having supporting patients and played a key role in establishing social prescribing within Warwickshire.

The Targeted Testing volunteer project delivered on behalf of Warwickshire County Council continued to support the 5 targeted testing sites across Warwickshire through recruitment and management of a team of volunteers and finished at the end of June 2021.

Coventry and Warwickshire CCG extended WCAVA's contract to provide support to recruit and manage volunteers for a number of the vaccination sites across South and Northern Warwickshire.

Stratford-on-Avon District Council advertised for the Stratford-on-Avon District Social Inclusion Partnership (SIP) to enhance and support the VCSE sector in the District with a focus on work that addresses the priorities of SIP. WCAVA successfully tendered for the post which commenced in April 2020 and has already had a positive impact by assisting VCS groups and organisations to secure £169,766 in funding.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2022*

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### **CHARITABLE OBJECTIVES**

The Charitable objectives of WCAVA are detailed within the Memorandum of Association as:

To promote all or any charitable purposes for the benefit of the community within the Area of Benefit and in particular the advancement of education, the furtherance of health and the relief of poverty, distress and sickness;

Without limitation to the generality of the forgoing to provide resources to include not by way of limitation advice, guidance, mentoring, training, supervision and support to organisations with similar charitable objectives in order to assist these organisations with their charitable work; and

To promote and organise co-operation in the advancement of these purposes and to bring together in council representatives of the voluntary organisations, statutory authorities and individuals within the Area of Benefit.

To protect and preserve the environment for the benefit of the public.

### **PUBLIC BENEFIT**

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims, objectives and in planning our future activities. In particular, the directors consider how planned activities will contribute to the aims and objectives they have set.

#### **How our activities deliver public benefit:**

All of our offices, e-communications and our website provide a vital service as a point of essential information and advice not just for our member organisations and groups but also for the general public and partner agencies. Our ability to signpost the general public to organisations and groups that can assist them with a whole range of issues from debt advice to counselling and youth work to domestic abuse ensures that those who need support can access it.

All groups and organisations supported will have a specific remit in themselves to support their local community or to support a specific area of interest often focussing upon the most disadvantaged or disengaged sections of our society. For many of our member organisations the support we provide enables them to more effectively deliver support to vulnerable individuals. Furthermore the groups and organisations that we support enables them to carry out their aims or charitable objectives more efficiently whether through securing funding, developing more robust procedures or quality assurance processes all provide direct benefit to the citizens of Warwickshire and Solihull through their enhanced front-line service delivery.

Our Volunteering Coordinators enable those who wish to contribute their skills, knowledge, time and energy to support others to do so for the benefit of organisations, groups and individuals within Warwickshire and Solihull. We also support those who work within the private sector to support charities and communities through our skilled volunteering programmes and corporate social responsibility (CSR) offer.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

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### STATEMENT OF PURPOSE

#### OUR VISION:

A thriving and well-resourced voluntary and community sector throughout Warwickshire that meets community needs and provides an excellent experience for all.

#### OUR MISSION

Warwickshire CAVA promotes, develops and supports a vibrant voluntary and community sector to enable local people to shape and influence their communities.

Warwickshire CAVA's strategic plan has six broad objectives set out to support the Third Sector to make a difference to the communities of Warwickshire and Solihull:

- Membership**
- Volunteering Access**
- Fundraising**
- Partnerships**
- Marketing**
- Communications**

### ACHIEVEMENTS AND PERFORMANCE

#### Core Infrastructure Support Work

WCAVA's core activity is to provide Infrastructure support that assists voluntary, community and social enterprise organisations and groups in Warwickshire and Solihull to form, develop and thrive by accessing the resources they require to meet their charitable objectives and evidenced community need.

#### Warwickshire

The voluntary and community sector was cautious as lockdown restrictions were lifted and WCAVA teams provided support and advice to groups as some recommenced some level of face to face delivery although online activities have also continued. WCAVA teams provided support to 1,623 groups and organisations working in partnership across all Boroughs and Districts. Funding continued to be a challenge for many groups and WCAVA assisted with funding applications amounting to £2,706,620.25 of which £1,036,237.84 came into Warwickshire within the financial year through funding applications and grant panels. Events continued to be held online in the main and WCAVA teams held 100 events including webinars and workshops and contributed to 134 others, which enabled 5,750 people to contribute and for 935 organisations to be upskilled.

# **WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

***FOR THE YEAR ENDED 31 MARCH 2022***

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Our 'Volunteer Connect' volunteering portal enables volunteers and volunteer involving organisations to have 24-hour access to volunteering opportunities. During 2021- 22, 1,067 individuals interested in volunteering in Warwickshire were supported by WCAVA's volunteering team with an estimated 775 being placed in a volunteering role of which 636 were placed within a health and social care related organisation.

The economic value of this volunteering equates to approximately £2,088,557 per annum.

Covid-19 had a significant impact on the number of employer, supported volunteers (ESV) recruited but as the year progressed this started to pick up once again and 129 ESV and micro volunteering opportunities were undertaken.

Volunteer Involving Organisations (VIO) continued to access support from the volunteer team and volunteer recruitment became an increasing need as organisations and groups began to deliver their services more widely. Warwickshire Volunteer Forum events continued to be held on line.

Although once again the annual Volunteer Awards evenings had to be cancelled, online volunteer celebrations volunteers were held to cover Warwickshire North, Rugby and South Warwickshire. Volunteers who had undertaken exceptional support during Covid-19 were recognized and an especially commissioned thank you card was sent out to nominated volunteers across the County.

WCAVA's own volunteers continued to provide valuable support at Newtown Centre and played an important role in enabling the Centre to continue functioning.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

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### **Solihull**

During the year we continued to raise our profile in Solihull, developing new partnerships and increasing levels of support to VCS groups in Solihull working with 214 groups providing funding and group development support, Trustee recruitment and Corporate Social Responsibility (CSR) support and engagement with the wider community sector. 48 groups were given one to one support to develop fundraising skills and enable higher levels of confidence around bid writing resulting in 29 funding applications being submitted resulting in £683,844 successful grant applications. 82 events and workshops continued to be delivered online with 754 attendees - good attendance and feedback.

Corporate Social Responsibility (CSR) continued to be impacted by Covid but despite this we assisted local businesses to provide CSR within their communities.

The Solihull Volunteer Managers' Forum facilitated by WCAVA continued to meet regularly and to be a valued resource to volunteer managers.

The Volunteering Coordinator supported 39 volunteers, involving organisations (VIO's) with one to one support regarding recruitment and management of volunteers. 45 new VIO's were assisted to utilise Simply Connect, the volunteer brokerage portal, and between them advertised 69 volunteering opportunities. 72 new volunteers were also signed up to the Simply Connect portal to find volunteering placement from the available volunteering opportunities.

During the year we have continued to disseminate a high volume of electronic information to groups and organisations. In Warwickshire our e-zine and bulletin subscription levels stand at 2,531 and during the year we produced and disseminated 134. In Solihull the number of subscribers to the newsletter has continued to increase and now stands at 729 with 23 bulletins circulated during the year.

### **Restricted Fund Activities**

During the year we have undertaken a wide range of project work detailed in note 20.

Linking Futures – (Talent Match Legacy Programme) ended on 31st March 2022 due to the end of the funding term. Despite delivery during covid-19 the project has had a significant positive impact on the lives of many young people. The programme was supported by Children in Need, Groundworks ESF and Youth Futures Foundation.

ConnectWELL – the project delivered an exceptional programme of social prescribing for 7 years. However, with the cessation of the Esme Fairbairn funding, it was not feasible to continue delivery of Primary Care Network programme without relevant match funding and the project came to an end on 31st March 2022. ConnectWELL played a key role in establishing social prescribing within Warwickshire.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

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### FINANCIAL REVIEW

The Directors report that:

**Unrestricted Funds** for the year show a net income of £23,266 (2021: net income of £17,108)

**Designated Funds** showed a nil net movement (2021: nil net movement)

**Restricted Funds** showed a net expenditure of £146,393 (2021: net income of £62,596)

**Endowment Funds** showed a net expenditure of £3,928 (2021: net expenditure of £3,540)

### Review of financial position at the end of the reporting period

#### i. Financial effect of significant events

##### **Covid-19**

There was no significant financial impact on WCAVA as a result of the Covid-19 pandemic. In fact due to the levels of partnership working with WCC in particular, WCAVA received additional funding aligned to Covid support eg Vaccination Programme.

##### **Leasehold Newtown Centre, Nuneaton Shop Premises**

A lease for new premises at 1 Donnithorne Avenue, Nuneaton was approved in February 2021.

This will be funded by Big Local Hilltop and Caldwell funds. The premises were refurbished during this financial year and opened in July 2021 for the community.

##### **Big Local Project Hill Top and Caldwell**

This project underspent at 31st March 2021, this is mainly due to the impact of Covid-19. The grant awarding body Big Local Trust, have approved these funds for carry forward into 2022/2023.

##### **Big Local Arley & Ansley**

A legacy plan was approved by Big Local Trust. This will enable a new plan to be delivered for the next four years.

#### ii. Principal Risks; Uncertainties; summary of plans and strategies for managing those risks

There was a risk of WCC funding ending due to end of contract (March 2022). This would bring about significant risk to the organisation. After a period of tendering, this risk was eliminated as CAVA was awarded the new contract, commencing April 2022 onwards 3, + 2 years. CAVA was aware North Warwickshire Borough Council will withdraw their grant funding of £11,875 for 2022/2023. WCAVA plan to manage this by continuing professional relationships with all local authority colleagues; other public sector partners and to pursue other potential sources of funding to replace this shortfall.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

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### **iii. Factors likely to affect future financial performance or position**

Due to the current climate and significant inflation/cost of living crisis, the predicted budget pressure in 2022/2023 is £40k consisting of insurance; utility and salary costs. This risk is being managed by a review of the WCAVA physical assets and monitoring of the management accounts process. Looking forward, current funding awarded by CCG's will potentially end due to the transition from CCG's to the new ICS structure. WCAVA are managing this through strategy partnership working and communication with existing and new Commissioners to identify opportunities for new funding in the future.

#### **Principal Sources of Funding**

Our principal source of funding continues to be from Warwickshire County Council.

#### **Freehold Property**

The freehold properties, after depreciation, had a net book value of £337,000 at 31 March 2022. The properties are functional assets used in the fulfilment of our charitable objects and the Directors consider the amount reflects the value in use. The Directors also consider that the value is a reasonable approximation of market value and that any fluctuation is temporary and would not materially impact on the understanding of the charitable company's financial position by the reader of the financial statements.

#### **Investment and Reserves**

We continue to be committed to maximising our income, in relation to investments, within an ethical framework, but without taking any undue risks. Our surplus funds are invested in several low risk higher yield investments with well-known financial institutions and are regularly reviewed by the finance committee. With regards to Reserves, we have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charitable company should equate to no less than 15% of the unrestricted funds expended. This equates to £103,733 for 2021/2022. At this level the Directors feel that they would be able to continue some of the current activities of the charity in the event of a significant drop in funding. At the year end, free reserves available amounted to £185,832. We plan to use this for future charitable activities and development of the organisation.

#### **Taxation**

As a charity, subject to certain restrictions, Warwickshire Community and Voluntary Action is exempt from corporation tax on income and gains. No liability arises in the year. The Charity was registered for VAT throughout the year and all resources expended include non-reclaimable VAT as appropriate.

#### **Grant Making**

Grant Making is not a material element of Warwickshire Community and Voluntary Action's activities. During the year however, the Charity has facilitated the making of grants to local organisations and charities by way of supporting grant making bodies including Big Local Trust. These transactions are detailed in note 8.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

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### PLANS FOR FUTURE PERIODS

2021/22 has been a year where yet again the demand for our support has remained high compounded by the impact of Covid-19 on VCSE sector and the significant increase in volunteer recruitment. The fact that over 1600 organisations and groups and 2020 volunteers have been supported is testament to the hard work and dedication of our staff and volunteers. It continues to be harder and harder to secure funding and resources for the vast amount of organisations and groups that we support and going forward we are putting resource into developing relationships in the following key areas:

#### Developing our Funding Base

We successfully diversified our funding base over recent years and generated a significant proportion of our income through independently earned income. However with the uncertainty of funding streams going forward and the impact of Brexit on ESF funding, this may impact on projects such as Linking Futures going forward. We will therefore renew our efforts to strengthen our position by pursuing funding opportunities with our strategic partners in order to safeguard Infrastructure provision and support for the sector across Warwickshire, Solihull and beyond.

#### Private Sector Partner Support

Covid has interrupted the relationships we were establishing with private sector partners and the work we were doing with them around Corporate Social Responsibility (CSR), including Employee Skilled Volunteering (ESV). Going forward we will pick this up and re-establish partnerships with the private sector in both Warwickshire and Solihull as we are keen to further develop and celebrate the impact that these relationships can have for our members.

#### Board Structure Review

Having completed and implemented the organisation restructure the Board recognised the need for reviewing its own structure and governance in order to further strengthen the organisation. This re-structure has been implemented and in effect from 2022-23.

#### Diversity

It is imperative that WCAVA is representative of the communities in which services are delivered. During 2021-22 we continued our development on this area, working directly with a Lead Trustee for E&D and SMT member to improve diversity in terms of recruitment of staff, volunteers, Trustees and to address how we can improve our reach to diverse communities and groups and now have in place an organisation Equality & Diversity Action Plan.

#### Increasing Membership

There is a general desire to increase the number of groups CAVA can support as it provides consistently high levels of support to organisations and groups who are not member organisations. Going forward WCAVA's strength can be in its membership and a two-way relationship that will bring benefit to both parties. This will provide improved understanding of our members' needs thereby providing stronger evidence for future funding bids. Moving forward, in 2022-23, the Board and SMT will consider its position as a strategic priority for the organisation and which approach it will take.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2022*

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### **Communication & Marketing**

WCAVA considered its strategic priorities and developed a marketing and comms plan which focuses work on a stronger digital presence in order to be better placed to increase the reach of our members' voices and celebrate their impact. Moving forward, CAVA will be revamping the website in response to changing need following Covid-19 and in line with current services.

### **Property Portfolio**

In 2021-22 a significant review of the organisation's properties was undertaken to identify assets and risk in relation to need. The portfolio will once again be reviewed in 2022-23 to ensure that the type and number of properties it holds, reflects the current and future needs of the organisation and its members.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

*FOR THE YEAR ENDED 31 MARCH 2022*

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### DIRECTORS' RESPONSIBILITIES

The Directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Directors to prepare financial statements for each financial year, which 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 the income and expenditure, of the charitable company for the year. In preparing these financial statements, the Directors are required to:


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

The Directors are responsible for keeping adequate accounting records that 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 and the Charities Act 2011. 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.

In so far as the Directors are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the Directors have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

The Directors are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions. This report was approved by the Board on 27th/22

  
Andrew Gabbitas  
Chair

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## INDEPENDENT AUDITOR'S REPORT

### TO THE TRUSTEES OF WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

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#### **Opinion**

We have audited the financial statements of Warwickshire Community and Voluntary Action (the 'Charity') for the year ended 31 March 2022 which comprise the statement of financial activities, the summary income and expenditure account, the balance sheet, the statement of cash flows and the notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2022 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the Charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE TRUSTEES OF WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

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#### **Other information**

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the Charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the Trustees' report.

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Director's report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- certain disclosure of directors' remuneration specified by law are not made; or
- the financial statements are not in agreement with the accounting records and returns and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or; or the Trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemption in preparing the directors' report from the requirement to prepare a strategic report.
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' report and from the requirement to prepare a strategic report.

#### **Responsibilities of Trustees**

As explained more fully in the statement of Trustees' responsibilities, the Trustees, who are also the directors of the Charity for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the Trustees are responsible for assessing the Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

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# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE TRUSTEES OF WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

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#### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

We gained an understanding of the legal and regulatory framework applicable to the charity and the industry in which it operates and assessed the extent of compliance with these laws and regulations as part of our procedures on the related financial statement items.

Based on our understanding of the charity and the sectors it operates in we identified that the principal risks of non-compliance with laws and regulations related to breaches of Charities Act 2011, UK Tax Legislation and UK Employment Law; Companies Act 2006; Safeguarding and GDPR regulations; and the terms of the charity's governing documents.

We evaluated management incentive and opportunities for fraudulent manipulations of the financial statements and determined the principal risks are related to fraudulent transactions to meet funders requirements or to gain personal benefit for the Trustees or members of management.

#### **Audit procedures performed included:**

- Identifying and assessing the design effectiveness of controls in management have in place to prevent and detect fraud.
- Challenging assumptions and judgments made by management in their significant accounting estimates and assessing if these indicate evidence of management bias;
- Reviewing the accounting records for large and unusual journal entries and testing any identified and in particular the rationale for any transactions outside the charity's normal course of activity;
- Reviewing the accounting records for large and unusual bank payments and testing any identified and in particular the rationale for any transactions outside the charity's normal course of activity;
- Testing a sample of debit entries in the profit and loss account to check they are bona-fide costs made for the benefit of the charity;
- Discussions with management, including consideration of known or suspected incidences of non-compliance with laws and regulation and fraud;
- Reviewing returns made to Companies House and HMRC.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE TRUSTEES OF WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

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Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

#### Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

WA Hubbard

Wende Hubbard (Senior Statutory Auditor)  
for and on behalf of Burgis & Bullock

7<sup>th</sup> September 2022

Chartered Accountants  
Statutory Auditor

23-25 Waterloo Place  
Warwick Street  
Leamington Spa  
Warwickshire  
CV32 5LA

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## STATEMENT OF FINANCIAL ACTIVITIES

**FOR THE YEAR ENDED 31 MARCH 2022**

**Current financial year**

		Unrestricted funds general	Unrestricted funds Designated	Restricted funds	Endowment funds	Total	Total
	Notes	2022 £	2022 £	2022 £	2022 £	2022 £	2021 £
<b><u>Income and endowments from:</u></b>							
Donations and legacies	3	750	-	213	-	963	2,355
Charitable activities	4	628,589	-	587,473	-	1,216,062	1,318,764
Investments	5	464	-	-	-	464	460
Other income	6	85,014	-	-	-	85,014	66,818
<b>Total income</b>		714,817	-	587,686	-	1,302,503	1,388,397
<b><u>Expenditure on:</u></b>							
Charitable activities	7	691,551	-	734,079	4,700	1,430,330	1,313,393
Net gains/(losses) on investments	12	-	-	-	772	772	1,160
<b>Net income/(expenditure) for the year</b>		23,266	-	(146,393)	(3,928)	(127,055)	76,164
<b>Net movement in funds</b>		23,266	-	(146,393)	(3,928)	(127,055)	76,164
Fund balances at 1 April 2021		332,372	24,548	510,807	198,977	1,066,704	990,540
<b>Fund balances at 31 March 2022</b>		355,638	24,548	364,414	195,049	939,649	1,066,704

All income and expenditure derive from continuing activities.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2022**

**Prior financial year**

		Unrestricted funds general	Unrestricted funds Designated	Restricted funds	Endowment funds	Total
	Notes	2021 £	2021 £	2021 £	2021 £	2021 £
<b><u>Income and endowments from:</u></b>						
Donations and legacies	3	2,295	-	60	-	2,355
Charitable activities	4	617,861	-	700,903	-	1,318,764
Investments	5	460	-	-	-	460
Other income	6	66,818	-	-	-	66,818
<b>Total income</b>		687,434	-	700,963	-	1,388,397
<b><u>Expenditure on:</u></b>						
Charitable activities	7	670,326	-	638,367	4,700	1,313,393
Net gains/(losses) on investments	12	-	-	-	1,160	1,160
<b>Net movement in funds</b>		17,108	-	62,596	(3,540)	76,164
Fund balances at 1 April 2020		315,264	24,548	448,211	202,517	990,540
<b>Fund balances at 31 March 2021</b>		332,372	24,548	510,807	198,977	1,066,704

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## SUMMARY INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2022

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	All Income funds	
	2022	2021
	£	£
Gross Income	1,302,503	1,388,397
Gains on investments	772	1,160
Total income in the reporting period	<u>1,303,275</u>	<u>1,389,557</u>
Total expenditure from income funds	1,430,330	1,313,393
Net (expenditure)/income for the year	<u>(127,055)</u>	<u>76,164</u>

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# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## BALANCE SHEET

**AS AT 31 MARCH 2022**

		2022		2021	
Notes	£	£	£	£	£
<b>Fixed assets</b>					
Tangible assets	13		472,039		444,295
Investments	14		16,449		15,677
			488,488		459,972
<b>Current assets</b>					
Debtors	16	215,432		74,120	
Cash at bank and in hand		597,415		765,261	
			812,847		839,381
<b>Creditors: amounts falling due within one year</b>	<b>17</b>		(361,686)		(232,649)
Net current assets			451,161		606,732
<b>Total assets less current liabilities</b>			939,649		1,066,704
<b>Capital funds</b>					
Endowment funds	19		195,049		198,977
<b>Income funds</b>					
Restricted funds	20		364,414		510,807
<u>Unrestricted funds</u>					
Designated funds	21	24,548		24,548	
General unrestricted funds		355,638		332,372	
			380,186		356,920
			939,649		1,066,704

The financial statements were approved by the Trustees on 7<sup>th</sup> September 2022



Andrew Gabbitas  
Trustee



G A Other  
Trustee

Company registration number 06531268

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2022

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	Notes	2022 £	£	2021 £	£
<b>Cash flows from operating activities</b>					
Cash (absorbed by)/generated from operations	25		(126,650)		68,720
<b>Investing activities</b>					
Purchase of tangible fixed assets		(41,660)		-	
Investment income received		464		460	
<b>Net cash (used in)/generated from investing activities</b>			(41,196)		460
<b>Net cash used in financing activities</b>			-		-
<b>Net (decrease)/increase in cash and cash equivalents</b>			(167,846)		69,180
Cash and cash equivalents at beginning of year			765,261		696,081
<b>Cash and cash equivalents at end of year</b>			597,415		765,261

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# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS

*FOR THE YEAR ENDED 31 MARCH 2022*

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### **1 Accounting Policies**

#### **Charity Information**

Warwickshire Community and Voluntary Action is a charitable company limited by guarantee, incorporated in England and Wales on 11 March 2008 and registered in Cardiff, as a charity on 1 April 2008. The registered office is 19 & 20 North Street, Rugby, Warwickshire, CV21 2AG.

#### **1.1 Accounting Convention**

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

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include fixed asset investments and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### **1.2 Going Concern**

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### **1.3 Charitable Funds**

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Designated funds are unrestricted funds that the directors have set aside for specific purposes.

Restricted funds are funds that can only be used for particular purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Endowment funds are funds which are gifted and where restrictions arise when specified by the donor and capital is not used for direct expenditure.

#### **1.4 Incoming Resources**

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

### 1 Accounting Policies

(Continued)

Grants and other income are recognised when the income is due providing terms and conditions have been met.

Rental income is recognised on a straight line basis over the contracted term.

Income is measured at the fair value of the consideration received or receivable and represents amounts receivable for services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

### 1.5 Resources Expended

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenses are accounted for on an accruals basis. Expenditure incurred on support costs arises from project management, split as agreed by Funders, Finance and Human Resources cost allocated to projects paying for these costs, and central overheads and general management which are split on a full time equivalent employee basis. Governance costs only include the audit fee, AGM expenditure, Directors' expenses and Companies House fee.

#### *Expenditure by Activity*

Charitable expenditure is allocated to relevant activities on a direct cost basis and, in respect of any shared administration costs, as set out below under 'Resources Expended'. Activities are categorised by way of projects being undertaken and the provision of the charity's core objectives in providing Infrastructure support to the local, voluntary and community sector. The total expenditure incurred on each individual activity is disclosed in the financial statements. The Trustees also provide a further analysis of the overall expenditure incurred by the charity by cost centre. The Trustees believe this information provides the reader of the financial statements with a clearer understanding of the costs associated with delivering their charitable activities and the overall nature of those costs.

### 1.6 Tangible Fixed Assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is charged by annual instalments commencing with the date of acquisition at rates estimated to write off their cost less any residual value over the expected useful lives as follows:

Freehold land and buildings	50 years straight line
Leasehold improvements	Over life of lease
Furniture and equipment	5 years straight line

Furniture and equipment with a monetary value of less than £2,500 is written off in full in the year of purchase.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

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### 1 Accounting Policies

(Continued)

#### 1.7 Fixed asset investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their value at the balance sheet date using the closing quoted market price. The statement of financial activities includes the unrealised gain or loss arising on revaluation.

#### 1.8 Impairment of fixed assets

At each reporting end date, the Charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less.

#### 1.10 Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial assets and liabilities are recognised when the charity becomes party to the contractual provisions of the instrument. The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. All financial assets and liabilities are initially recorded at transaction price. Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

#### **Basic financial assets**

Basic financial assets are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest.

#### **Basic financial liabilities**

Basic financial liabilities, including creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due and are subsequently carried at amortised cost, using the effective interest rate method. Financial assets and liabilities classified as receivable or payable within one year are not amortised.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

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### 1 Accounting Policies

(Continued)

#### *Derecognition of financial liabilities*

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

Rentals payable under operating leases are charged against income on a straight line basis over the period of the lease.

#### 1.11 Pension costs

The charity operates a third party defined contribution scheme. The pension charge is shown in note 11 to the accounts.

#### 1.12 Retirement benefits

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

#### 1.13 Operating Leases

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

### 2 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

The following judgements and estimates have had the most significant effect on amounts recognised in the accounts:

#### **Analysis of expenditure on activity basis**

The charity has used judgement to allocate expenditure to its principal activities. Expenditure on support costs is allocated to projects paying for these costs, and central overheads and general management costs are split on a full time equivalent employee basis.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

### 3 Donations and legacies

	Unrestricted funds general 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds general 2021 £	Restricted funds 2021 £	Total 2021 £
Donations and gifts	750	213	963	2,295	60	2,355

### 4 Charitable activities

	Charitable Income 2022 £	Charitable Income 2021 £
Grants	481,178	975,599
Supply of services	148,948	86,586
Contractual payments	585,347	240,879
Other trading income	589	15,700
	<u>1,216,062</u>	<u>1,318,764</u>
Analysis by fund		
Unrestricted funds - general	628,589	617,861
Restricted funds	587,473	700,903
	<u>1,216,062</u>	<u>1,318,764</u>

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

### 5 Investments

	<b>Unrestricted funds general 2022 £</b>	<b>Unrestricted funds general 2021 £</b>
Income from listed investments	410	406
Interest receivable	54	54
	<u>464</u>	<u>460</u>

### 6 Other income

	<b>Unrestricted funds general 2022 £</b>	<b>Unrestricted funds general 2021 £</b>
Rent receivable	85,014	66,818
	<u>85,014</u>	<u>66,818</u>

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2022**

### 7 Charitable activities

	Charitable Expenditure 2022 £	Charitable Expenditure 2021 £
Staff costs	1,016,917	958,154
Depreciation and impairment	13,916	13,916
Premises Costs	58,086	18,115
Travelling expenses	6,913	3,974
Office expenses	25,708	24,891
Equipment hire and rental	8,284	18,818
Repairs and maintenance	75,346	69,453
General expenses	97,004	91,414
Irrecoverable VAT	9,220	4,631
Bank charges	1,790	1,512
Professional Fees	30,638	17,233
IT Costs	23,141	24,998
Direct costs	7,473	4,199
	1,374,436	1,251,308
Grant funding of activities (see note 8)	50,194	56,710
Share of governance costs (see note 9)	5,700	5,375
	1,430,330	1,313,393
<b>Analysis by fund</b>		
Unrestricted funds - general	691,551	670,326
Restricted funds	734,079	638,367
Endowment funds	4,700	4,700
	1,430,330	1,313,393

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2022**

### 8 Grants payable

	Charitable Expenditure 2022 £	Charitable Expenditure 2021 £
Grants to Institutions:		
Big Local Arley & Ansley	3,883	17,623
Big Local Trust HTC	43,891	38,587
Other minor funds	2,420	500
	50,194	56,710
	50,194	56,710

### 9 Support costs

	Support costs £	Governance costs £	2022 £	Support costs £	Governance costs £	2021 £
Audit fees	-	5,700	5,700	-	5,375	5,375
	-	5,700	5,700	-	5,375	5,375
	-	5,700	5,700	-	5,375	5,375
Analysed between Charitable activities	-	5,700	5,700	-	5,375	5,375
	-	5,700	5,700	-	5,375	5,375
	-	5,700	5,700	-	5,375	5,375

Governance costs includes payments to the auditors of £5,700 (2021- £5,375) for audit fees.

### 10 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the Charity during the year.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

### 11 Employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
	47	44
	<u>47</u>	<u>44</u>
<b>Employment costs</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Wages and salaries	891,716	845,717
Social security costs	69,937	65,337
Other pension costs	39,252	35,199
Recruitment and staff welfare	16,012	11,901
	<u>1,016,917</u>	<u>958,154</u>

The number, on the basis of full time equivalents by analysed functions, was: 16.7 WCAVA Core Activities staff (2021 19.6) and 16.8 Other Projects staff (2021 18.2).

There were no employees whose annual remuneration was more than £60,000.

### 12 Net gains/(losses) on investments

	Endowment funds	Endowment funds
	2022	2021
	£	£
Revaluation of investments	772	1,160
	<u>772</u>	<u>1,160</u>

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2022**

### 13 Tangible fixed assets

	Freehold land and buildings £	Leasehold improvements £	Furniture and equipment £	Total £
<b>Cost</b>				
At 1 April 2021	455,000	93,580	18,578	567,158
Additions	-	41,660	-	41,660
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2022	455,000	135,240	18,578	608,818
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Depreciation and impairment</b>				
At 1 April 2021	108,900	2,930	11,033	122,863
Depreciation charged in the year	9,100	2,930	1,886	13,916
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2022	118,000	5,860	12,919	136,779
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Carrying amount</b>				
At 31 March 2022	337,000	129,380	5,659	472,039
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
At 31 March 2021	346,100	90,650	7,545	444,295
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

### 14 Fixed asset investments

	Listed investments £	Cash in portfolio	Total £
<b>Cost or valuation</b>			
At 1 April 2021	8,110	7,567	15,677
Valuation changes	772	-	772
	<hr/>	<hr/>	<hr/>
At 31 March 2022	8,882	7,567	16,449
	<hr/>	<hr/>	<hr/>
<b>Carrying amount</b>			
At 31 March 2022	8,882	7,567	16,449
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
At 31 March 2021	8,110	7,567	15,677
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2022*

<b>15 Financial instruments</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Carrying amount of financial assets</b>		
Instruments measured at fair value through profit or loss	8,882	8,110
	<u>          </u>	<u>          </u>
<b>16 Debtors</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Amounts falling due within one year:</b>		
Trade debtors	190,443	59,918
Other debtors	55	55
Prepayments and accrued income	24,934	14,147
	<u>          </u>	<u>          </u>
	<u>215,432</u>	<u>74,120</u>
	<u>          </u>	<u>          </u>
<b>17 Creditors: amounts falling due within one year</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
	<b>Notes</b>	
Other taxation and social security	72,256	87,773
Deferred income	<b>18</b> 126,057	91,320
Trade creditors	37,108	19,148
Other creditors	20,508	24,287
Accruals	105,757	10,121
	<u>          </u>	<u>          </u>
	<u>361,686</u>	<u>232,649</u>
	<u>          </u>	<u>          </u>
<b>18 Deferred income</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Other deferred income	126,057	91,320
	<u>          </u>	<u>          </u>

Deferred income is included in the financial statements as follows:

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

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18 Deferred income	(Continued)	
	2022	2021
	£	£
Deferred income is included within:		
Current liabilities	126,057	91,320
	<u>          </u>	<u>          </u>
Movements in the year:		
Deferred income at 1 April 2021	91,320	87,625
Released from previous periods	(91,320)	(87,625)
Resources deferred in the year	126,057	91,320
	<u>          </u>	<u>          </u>
Deferred income at 31 March 2022	126,057	91,320
	<u>          </u>	<u>          </u>

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

### 19 Endowment funds

Endowment funds represent assets which must be held permanently by the Charity. Income arising on the endowment funds can be used in accordance with the objects of the Charity and is included as unrestricted income. Any capital gains or losses arising on the assets form part of the fund.

	Balance at 1 April 2020 £	Movement in funds				Balance at 1 April 2021 £	Movement in funds				Balance at 31 March 2022 £	
		Incoming resources £	Resources expended £	Transfers £	Revaluations gains and losses £		Incoming resources £	Resources expended £	Transfers £	Revaluations gains and losses £		
<b>Permanent endowments</b>												
Morwenna Hughes Memorial Fund	14,517	-	-	-	1,160	15,677	-	-	772	-	-	16,449
Freehold Premises	188,000	-	(4,700)	-	-	183,300	-	(4,700)	-	-	-	178,600
	202,517	-	(4,700)	-	1,160	198,977	-	(4,700)	772	-	-	195,049

## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

#### 20 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds		Movement in funds		Movement in funds		Movement in funds	
	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Balance at 31 March 2022 £	
<b>WCAVA</b>								
WCAVA - Transformation	10,703	15,466	(8,259)	17,910	-	-	17,910	
Targeted Testing Volunteer project	-	46,000	(32,972)	13,028	13,338	(11,853)	14,513	
Warwicks Public Health Annual Report	-	9,715	(4,280)	5,435	-	(5,435)	-	
Inclusive Volunteering & IT Accessibility	16,397	-	(1,886)	14,511	-	(1,886)	12,625	
Youth Leadership Development	7,295	-	-	7,295	-	-	7,295	
CE Vulnerable Telephone Befriending	-	20,000	(17,205)	2,795	8,632	(11,427)	-	
Talent Match Legacy-Linking Futures	119,726	-	(83,482)	36,244	-	(34,584)	1,660	
ESF Communities Momentum	-	7,856	(7,445)	411	11,783	(12,194)	-	
Inspiring Futures (Children in Need)	-	32,248	(10,110)	22,138	32,248	(52,853)	1,533	
Additional VCSE Development Support	-	74,000	(21,122)	52,878	-	(52,878)	-	
Long COVID Survivors Group	-	4,819	-	4,819	-	(2,380)	2,439	
COVID Vaccination programme	-	68,237	(15,533)	52,704	5,687	(54,663)	3,728	
Wheels to Work Stratford	1,578	-	-	1,578	-	(1,578)	-	
NHS Volunteer Responders	-	-	-	-	1,000	(1,000)	-	
Local Socially Isolated Carers Programme	-	-	-	-	73,333	(34,194)	39,139	
Community Mental Health Transformation Prog	-	-	-	-	82,828	(5,700)	77,128	
Community Builder	-	-	-	-	-	(695)	(695)	

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

20 Restricted funds	(Continued)						
	Balance at 1 April 2020 £	Movement in funds		Balance at 1 April 2021 £	Movement in funds		Balance at 31 March 2022 £
	£	Incoming resources	Resources expended	£	Incoming resources	Resources expended	£
<b>Nuneaton &amp; Bedworth</b>							
N & B Special Projects	7,491	-	-	7,491	-	-	7,491
N&B Youth Education	19,349	-	(2,403)	16,946	-	(1,685)	15,261
Community Cohesion	595	-	-	595	-	(595)	-
Nuneaton-HTC Opportunities Year 5 -6	9,974	-	(8,776)	1,198	10,000	(285)	10,913
Nuneaton HTC Aspirations Year 5- 6	(6,299)	102,009	(54,999)	40,711	21,100	(42,852)	18,959
Nuneaton - HTC Poverty Year 5 - 6	7,000	6,717	(13,717)	-	19,999	(15,550)	4,449
Nuneaton-HTC Supporting BL Year 5-6	26,855	46,295	(55,165)	17,984	56,900	(73,070)	1,814
Nuneaton-HTC LTO charges Year 5 - 6	5,819	4,414	(6,694)	3,539	5,250	(3,035)	5,754
<b>Rugby</b>							
ConnectWell (Social Prescribing)	41,311	20,067	(12,495)	48,883	650	(6,726)	42,807
ConnectWell Ripple project	4,720	13,875	(18,595)	-	-	-	-
Rugby - CW High Intensity User	8,339	-	(8,339)	-	-	-	-
Rugby - Esmee Fairbairn Tranche 2	52,930	74,760	(61,286)	66,404	-	(66,404)	-
Rugby - ConnectWell PCN	3,616	62,134	(59,576)	6,174	60,952	(62,331)	4,795
Community Transport Soroptimist	3,974	-	(48)	3,926	-	(2,000)	1,926
Rugby Repairs	1,884	-	-	1,884	-	(1,884)	-
Rugby - Wellbeing & Mental Health Resilience Fund	-	-	-	-	6,972	(6,972)	-

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

20	Restricted funds	(Continued)									
		Balance at 1 April 2020	Movement in funds		Balance at 1 April 2021	Movement in funds		Balance at 31 March 2022			
		£	Incoming resources	Resources expended	£	Incoming resources	Resources expended	£	Incoming resources	Resources expended	£
	<b>North Warwickshire</b>										
	Youth Volunteering	3,031	-	-	3,031	-	-	-	-	-	3,031
	3 Villages Youth Project	2,967	15,500	(8,391)	10,076	-	(5,962)	-	-	(5,962)	4,114
	Ex-Mining Villages Partnership	-	-	-	-	25,655	(7,431)	-	25,655	(7,431)	18,224
	NW-Big Local Arley & Ansley Plan 2018	102,736	34,909	(102,491)	35,154	3,083	(30,331)	-	3,083	(30,331)	7,906
	NW - Arley & Ansley - Youth	(473)	673	(200)	-	-	-	-	-	-	-
	NW Arley & Ansley Youth Club	(1,097)	1,097	-	-	2,341	-	-	2,341	-	2,341
	NW - Arley & Ansley - Delivery	(912)	912	-	-	-	-	-	-	-	-
	NW - Arley & Ansley - Operations	(1,609)	1,609	-	-	510	(510)	-	510	(510)	-
	NW - Arley & Ansley - Local Trust	-	1,950	(1,423)	527	-	(527)	-	-	(527)	-
	n	-	-	-	-	72,044	(62,913)	-	72,044	(62,913)	9,131
	<b>Stratford</b>										
	Stratford Development Worker	-	33,000	(28,917)	4,083	33,000	(30,257)	-	33,000	(30,257)	6,826
	<b>Solihull</b>										
	Birmingham VCS	-	-	-	-	4,166	-	-	4,166	-	4,166
	Solihull Volunteer Coordinator	-	18,108	(13,929)	4,179	36,215	(23,375)	-	36,215	(23,375)	17,019
	Solihull Faiths Forum	311	-	(35)	276	-	(64)	-	-	(64)	212
	Solihull MBC	-	6,000	-	6,000	-	(6,000)	-	-	(6,000)	-
		448,211	722,370	(659,773)	510,807	587,686	(734,079)	-	587,686	(734,079)	364,414

## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

#### 20 Restricted funds

(Continued)

##### WCAVA

##### WCAVA – Transformation

Established to assist with the future of the organisation’s staffing resources.

##### Inclusive Volunteering & IT Accessibility

Established to help the organisation transform and upgrade its volunteering and IT capacities using up-to-date technology.

##### Youth Leadership Development

Amalgamation of residual funds to promote a Youth Leadership.

##### Talent Match and Legacy

Talent Match Coventry and Warwickshire is funded by the Big Lottery Fund and designed to help people aged 18-24 from Coventry, Nuneaton and North Warwickshire who have limited or no paid work experience in the last year.

##### Wheels to Work Stratford

WCAVA worked with Orbit Heart of England to provide ‘Wheels to Work’ – travel support for Orbit customers in the Stratford on Avon District. This pilot provided travel planning and support to eligible individuals with travel passes, moped loans or pushbikes to allow better access to employment, training and education.

##### Covid Projects

Funding made available by Warwickshire County Council for a range of Covid projects, to assist and support the current pandemic. E.g. Targeted Testing volunteer Project; Covid Vaccination Programme; Additional VCSE Development Support; CE Vulnerable Telephone Befriending; Long Covid Survivors Group and Public Health Annual Report.

##### Covid Vaccination programme

WCAVA has been commissioned by the NHS to provide volunteers for various vaccination sites across North and South Warwickshire. WCAVA volunteers offer a warm, reassuring welcome within a safe environment, covering duties ranging from meeting and greeting, car park marshalling and administrative tasks.

## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

#### 20 Restricted funds

(Continued)

##### Inspiring Futures (Children in Need)

Delivery of a project which focuses on the social integration and improvement of employability prospects for 50 unemployed young people (18-24) from disadvantaged groups who have experienced hardship as a result of Covid-19.

##### ESF Momentum

Delivery of a 12 week programme of structured activities for unemployed young people aged 18-29, who have been unemployed for at least 6 months. Beneficiaries will include those with disabilities. The programme combined one-to-one mentoring support, well-being workshops and employability support.

##### Locally Socially Isolated Carers Programme

Funding from WCC, working to develop volunteers, specifically aimed at providing support to Carers who may be feeling lonely and socially isolated, particularly following the pandemic and period of lockdown.

##### Community Mental Health Transformation Prog

Coventry and Warwickshire Partnership have provided an innovation pot with a targeted and specific focus to address local health and life inequalities of people with severe mental health problems including BAME communities, LGBTQIA+ communities.

##### Community Builder

Funding from Stratford upon Avon District Council as part of a programme to work with deprived Communities to improve social inclusion and community cohesion and resilience.

##### **NUNEATON & BEDWORTH N & B Special Project**

Local restricted funds that aim to increase capacity within the community to enable support for vulnerable members and those in most deprived areas.

## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

20	<p><b>Restricted funds</b></p> <p><u>N&amp;B Youth Education</u> Funding made available by Midlands Training, to assist and support youth with their education in the Nuneaton area.</p> <p><u>Community Cohesion</u> Funding for a range of activities and events to help understand and record the state of the third sector across Nuneaton and Bedworth.</p> <p><u>Hill Top &amp; Caldwell Big Local Area Funds</u> A range of funds held by WCAVA as the locally trusted organisation on behalf of the partnership for the Hill Top &amp; Caldwell, Big Local area to deliver a local resident-led programme for improvement.</p> <p><b>RUGBY</b></p> <p><u>Connect Well (Social Prescribing)</u> A project to build upon the pilot tested model of 'social prescribing' and 'social referral,' signposting to access services and activities delivered by the VCS and statutory partners with the aim of improving people's health and wellbeing.</p> <p><u>Esmee Fairbairn and Tranche 2</u> Match funding over 2 years to Connect Well project.</p> <p><u>Rugby Connect Well Primary Care Network</u> Guided support is offered for those referred over 75, or those 18-75 who are either sick or/and distressed. Patients are assisted to identify what matters to them, and connected to voluntary and community opportunities to improve their health and wellbeing.</p> <p><u>Rugby Wellbeing &amp; Mental Health Resilience Fund</u> Funding from WCC to support the update and improvement to CAVA's office in Rugby (19&amp;20 North Street) to make it a haven for service users and staff, improving mental wellbeing and resilience, impacted by the pressures of the pandemic.</p>	(Continued)
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# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

### 20 Restricted funds

(Continued)

#### **NORTH WARWICKSHIRE**

##### Youth Volunteering

Funds set aside to sustain continuation of project.

##### 3 Villages Youth project

Funding to support running costs of Targeted Youth Support Service.

##### Ex Mining Villages Partnership

WCC funding for the youth clubs in North Warwickshire.

##### Big Local Arley/Ansley Plan 2018

Funds held as locally trusted organisation on behalf of the partnership for Arley and Ansley as a Big Local area to deliver a local resident-led programme for improvement.

#### **STRATFORD UPON AVON**

##### Development Worker

The provision of a Development Officer to identify and secure funding opportunities that will enhance and support the Voluntary and Community sector within the Stratford-on-Avon district. This will focus on supporting older people and empower communities to harness local resources and expertise to help themselves.

#### **SOLIHULL**

##### Volunteer Coordinator

Employ a volunteer co-ordinator to: ensure effective implementation of Volunteer Connect; support volunteer based organisations to access and manage a volunteer workforce; share volunteer management good practice with groups thereby ensuring that volunteers in Solihull have a positive and safe experience whilst volunteering; be a point of contact for groups and those wishing to volunteer and will promote volunteering across Solihull communities in conjunction with the SMBC Community Development Team.

**WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

(Continued)

**20 Restricted funds**

**OTHER LOCAL FUNDS**

Small funds held and distributed in the relevant locality as required by the donor.

**21 Designated funds**

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2020		Movement in funds		Balance at 1 April 2021		Movement in funds		Balance at 31 March 2022			
	£	£	Incoming resources	Resources expended	Transfers	£	£	Incoming resources	Resources expended	Transfers	£	£
Nuneaton - Newtown Centre	24,548	-	-	-	-	24,548	-	-	-	-	-	24,548
	<u>24,548</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>24,548</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>24,548</u>

## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

22 Analysis of net assets between funds	Unrestricted funds		Designated funds		Restricted Endowment funds		Total Unrestricted funds		Designated funds		Restricted Endowment funds		Total	
	2022	£	2022	£	2022	£	2022	£	2021	£	2021	£	2021	£
Fund balances at 31 March 2022 are represented by:														
Tangible assets	169,806		117,974		5,659		162,800		90,650			7,545		444,295
Investments	-		-		-		-		-			-		15,677
Current assets/(liabilities)	185,832		(93,426)		358,755		169,572		(66,102)			503,262		606,732
	<u>355,638</u>		<u>24,548</u>		<u>364,414</u>		<u>332,372</u>		<u>24,548</u>			<u>510,807</u>		<u>1,066,704</u>

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2022**

### 23 Operating lease commitments

At the reporting end date the Charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2022	2021
	£	£
Within one year	12,974	13,452
Between two and five years	6,036	7,763
In over five years	729	750
	19,739	21,965
	19,739	21,965

### 24 Related party transactions

#### Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2022	2021
	£	£
Aggregate compensation	63,563	64,134
	63,563	64,134

### 25 Cash generated from operations

	2022	2021
	£	£
(Deficit)/surplus for the year	(127,055)	76,164
Adjustments for:		
Investment Income recognised in statement of financial activities	(464)	(460)
Fair value gains and losses on investments	(772)	(1,160)
Depreciation and impairment of tangible fixed assets	13,916	13,916
Movements in working capital:		
(Increase)/decrease in debtors	(141,312)	42,878
Increase/(decrease) in creditors	94,300	(66,313)
Increase in deferred income	34,737	3,695
	(126,650)	68,720
<b>Cash (absorbed by)/generated from operations</b>	<b>(126,650)</b>	<b>68,720</b>

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2022*

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**26 Analysis of changes in net funds**

The Charity had no debt during the year.

**WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

England & Wales - Charity number 1123402

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# Accounts

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# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## LEGAL AND ADMINISTRATIVE INFORMATION

31 March 2021

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### REFERENCE and ADMINISTRATIVE DETAILS

<b>Charity Name</b>	Warwickshire Community and Voluntary Action (WCAVA)
<b>Company Number</b>	06531268 (England & Wales)
<b>Charity Number</b>	1123402
<b>Registered Office</b>	19 & 20 North Street, Rugby, CV21 2AG
<b>Company Secretary</b>	Kate Morrison
<b>Directors</b>	<p>The Directors, who have served during the financial year and to the date of signing this report, except where stated, were:</p> <p>Jatinder Birdi Andrew Gabbitas Tony Guy Sheela Hammond Sue Lodge Dally Purewal Philip Robson Carole Shuttleworth (Resigned 4/11/2020) Susan Cheryl Rawbone (Appointed 8/11/2020)</p>
<b>Auditors</b>	Burgis & Bullock, 23-25 Waterloo Place, Leamington Spa, CV32 5LA
<b>Solicitors</b>	Lodders Solicitors LLP., Arden Street, Stratford upon Avon CV37 6PA
<b>Bankers</b>	HSBC Bank Plc., 126 Parade, Leamington Spa, CV32 4AJ
<b>Insurance Advisers</b>	Towergate Insurance is a trading name of Towergate Underwriting Group Limited. Towergate House, Eclipse Park, Sittingbourne Road, Maidstone, Kent, ME14 3EN.

The Directors (who are the Trustees of the Charity) have pleasure in submitting their twelfth Annual Report together with the audited financial statements for the year ended 31 March 2021.

## **STRUCTURE, GOVERNANCE and MANAGEMENT**

### **Governing Document**

WCAVA is a charitable company limited by guarantee, incorporated on 11 March 2008 and registered as a charity on 1 April 2008.

The charitable company was established under a Memorandum of Association, which established the objectives and powers of the company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

The Directors are responsible for the overall governance of the charitable company.

### **Significant Changes**

During the year, the organisation restructure was completed having been put on hold in 2019 due to the departure of the previous Chief Executive. This has streamlined and strengthened WCAVA for the future.

### **Membership and Appointment of the Board of Directors**

The number of members that can be registered is unlimited and membership is open to any individual or organisation that is interested in promoting the aims and objectives of WCAVA. There has been a focus on membership recruitment during the year with positive results.

The Board is required to have at least 8 Members and there is no maximum, unless determined by ordinary resolution. Annually one third of the Board retires by rotation, but these directors are eligible for re-election. The Board have the power to co-opt additional directors. No director can serve for more than nine consecutive years.

The members of the Board, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report are listed on page one.

Directors may be nominated by the membership in accordance with the memorandum, to reflect the range of voluntary and community groups as well as for their knowledge of the area and the work of the charity. The Board endeavours to ensure there is a balance of skills and expertise. Co-opted directors are recruited from a range of sources: specialist advertising mediums, introduction by existing members and direct applications 'through word of mouth'. Prospective members are required to complete application forms, which are duly assessed against the 'Skills Needs Analysis' to ensure that there is a balance of skills and expertise at any one time.

There is a comprehensive induction programme for new Board members, which comprises a session on their roles and responsibilities and on the key operational policies and procedures that shape the delivery of the day to day services. This is supplemented by training and development using the Charity Commission guidance and resources.

## Organisation

The Board has met five times this year. Sub committees meet regularly in between the meetings and comprise of:

- Finance and General Purpose Subcommittee
- HR Subcommittee
- Strategy Working Group
- Volunteering Subcommittee
- Inclusion Subcommittee

The day to day running of the charity is delegated to the Chief Executive.

## Senior Staff

Chief Executive	Kate Morrison
Area Manager - North	Alison Thompson
Area Manager - South	Jane Holdsworth
Area Manager - Mid	Tracy Southam
Finance Manager	Ruby Sarkaria

The Directors consider that the Board of Directors and the Chief Executive comprise the key management personnel of the directing and controlling, running and operating the charity on a day to day basis. No director received remuneration in the year, Details of directors' expenses and related party transactions are disclosed in note 11 to the accounts. The pay of the senior staff is reviewed bi-annually. In view of the nature of the charity, the directors benchmark the Chief Executive remuneration as the average paid for the role in similar sized charities.

## Risk Management

A risk register has been established by the Board. Risks are regularly reviewed and updated by the sub-committees and the Board. The Directors are satisfied that they have considered the major risks to which the charity is exposed, that they have taken action to mitigate or to manage those risks and that there are systems in place to monitor any changes in those risks.

## Organisation Restructure

During the year we completed the organisation restructure that had originally commenced in 2019 but put on hold due to a change of Chief Executive. The staffing structure had been static for a long time and costs and efficiencies required urgent review with the Board identifying a need to implement a structure that is leaner, efficient and sustainable. The restructure was completed between May and September 2020 and the new organisation structure implemented on 1<sup>st</sup> October 2020. The new structure provides a consistency of delivery teams in Warwickshire and Solihull. Through our insurance staff had access to an employee telephone counselling service for additional support through this time of change.

## Projects

Big Local – due to impact of Covid-19 there is an underspend due to inability to deliver as planned. Proposals are in place to reprofile and/or extend delivery periods to ensure resources are expended fully

Linking Futures (Talent Match legacy programme) – successfully secured additional funding to continue a programme of support to unemployed 18 – 24 year olds in Northern Warwickshire. Momentum programme is funded by

Groundworks ESF Grants and Inspiring Futures Programme is jointly funded by Children in Need and Youth Futures Foundation.

ConnectWELL - funding from Coventry and Rugby CCG for social prescribing and UHCW for Ripple Project came to an end. However funding support has been secured from Rugby Primary Care Network (PCN) for Link Workers to be based in GP surgeries within Rugby. Due to Covid regulations the team have been working remotely. A funding strategy is being developed to address the sustainability of ConnectWELL beyond 2022.

**Covid-19**

In March 2020 all WCAVA offices closed and staff commenced working from home. However, the Newtown Centre in Nuneaton remained open throughout the Covid-19 pandemic, enabling the delivery of essential NHS clinics to continue. Prior to Covid-19 all staff had already been equipped with laptops and mobile phones to enable agile working and we had also invested in VOIP to transfer office lines and therefore homeworking was implemented with comparative ease from an operational perspective. Staff wellbeing and isolation was addressed through regular contact with line managers, wider team and access to Employee Telephone Counselling Service. An online staff wellbeing event was held in December 2020. Throughout 2020-21 the majority of staff continued to work remotely with core and project work was effectively delivered. Funding of core work was unaffected and Warwickshire County Council (WCC) commissioned WCAVA to deliver Covid related services in Warwickshire such as targeted testing, telephone befriending and an additional support programme for the voluntary and community sector. WCAVA also delivered vaccination volunteer project for NHS. Throughout the year CEO, Trustees and SMT have maintained contact with WCC, Solihull Metropolitan Borough Council (SMBC) and other public sector partners at a strategic level to maintain the strong partnerships that are in place. Funding of WCAVA projects has continued to be challenging due to impact of Covid-19 on funders' priorities with some funding programmes withdrawn. Esmee Fairbairn provided additional funding to ConnectWELL as an existing beneficiary for delivery of Covid related support which enabled the setting up of a telephone befriending service.

**CHARITABLE OBJECTIVES**

The Charitable objectives of WCAVA are detailed within the Memorandum of Association as:

To promote all or any charitable purposes for the benefit of the community within the Area of Benefit and in particular the advancement of education, the furtherance of health and the relief of poverty, distress and sickness;

Without limitation to the generality of the forgoing to provide resources to include not by way of limitation advice, guidance, mentoring, training, supervision and support to organisations with similar charitable objectives in order to assist these organisations with their charitable work; and

To promote and organise co-operation in the advancement of these purposes and to bring together in council representatives of the voluntary organisations, statutory authorities and individuals within the Area of Benefit.

To protect and preserve the environment for the benefit of the public.

**PUBLIC BENEFIT**

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims, objectives and in planning our future activities. In particular, the directors consider how planned activities will contribute to the aims and objectives they have set.

**How our activities deliver public benefit:**

All of our offices, e-communications and our website provide a vital service as a point of essential information and advice not just for our member organisations and groups but also for the general public and partner agencies. Our ability to signpost the general public to organisations and groups that can assist them with a whole range of issues from debt advice to counselling and youth work to domestic abuse ensures that those who need support can access it.

All groups and organisations supported will have a specific remit in themselves to support their local community or to support a specific area of interest often focussing upon the most disadvantaged or disengaged sections of our society. For many of our member organisations the support we provide enables them to more effectively deliver support to vulnerable individuals.

Furthermore the groups and organisations that we support enables them to carry out their aims or charitable objectives more efficiently whether through securing funding, developing more robust procedures or quality assurance processes all provide direct benefit to the citizens of Warwickshire and Solihull through their enhanced front-line service delivery.

Our Volunteering Coordinators enable those who wish to contribute their skills, knowledge, time and energy to support others to do so for the benefit of organisations, groups and individuals within Warwickshire. We also support those who work within the private sector to support charities and communities through our skilled volunteering programmes.

Our volunteering teams enable those who wish to contribute their skills, knowledge, time and energy to support others to do so for the benefit of organisations, groups and individuals within Warwickshire and Solihull. We also support those who work within the private sector to support charities and communities through our skilled volunteering programmes and corporate social responsibility (CSR) offer.

## **STATEMENT OF PURPOSE**

### **OUR VISION:**

*A thriving and well-resourced voluntary and community sector throughout Warwickshire that meets community needs and provides an excellent experience for all.*

### **OUR MISSION**

*Warwickshire CAVA promotes, develops and supports a vibrant voluntary and community sector to enable local people to shape and influence their communities.*

Warwickshire CAVA's strategic plan has six broad objectives set out to support the Third Sector to make a difference to the communities of Warwickshire and Solihull:

- **Membership**
- **Volunteering Access**
- **Fundraising**
- **Partnerships**
- **Marketing**
- **Communications**

## **ACHIEVEMENTS AND PERFORMANCE**

### **Core Infrastructure Support Work**

WCAVA's core activity is to provide Infrastructure support that assists voluntary, community and social enterprise organisations and groups in Warwickshire and Solihull to form, develop and thrive by accessing the resources they require to meet their charitable objectives and evidenced community need.

### **Warwickshire**

The organisation restructure strengthened the consistency in team delivery and despite the challenges of remote working, in Warwickshire we increased the levels of support provided to our members by supporting 1,609 groups and organisations working in partnership across all Boroughs and Districts. Although funding was a particular challenge for the voluntary and community sector (VCS) during the year, we assisted with funding applications amounting to £1,613,948.14 of which £754,625.89 came into Warwickshire within the financial year through funding applications and grant panels. Our teams quickly adjusted to providing remote support that included delivering 65 online events including webinars and workshops and contributed to 79 others, which enabled 2,580 people to contribute and for 921 organisations to be upskilled.

During the last quarter of 2020-21, WCC funded WCAVA to deliver a programme of support for VCSE sector aligned to Covid recovery. A procurement process was undertaken for suppliers resulting in commissioned support and workshops including: review of VCSE Mental Health services; Digital Skills surgeries; Resilience training & support; Safeguarding Awareness; Village Halls & Community Centres Planning for Recovery; Volunteer Manager training; Governance; Coaching; HR Support; Training Support and Fundraising grants.

Our 'Volunteer Connect' volunteering portal enables volunteers and volunteer involving organisations to have 24 hour access to volunteering opportunities. At the start of Covid-19, we were able to respond immediately to the surge of people wishing to volunteer by setting up an easy registration system Simply Connect that enabled people to participate in volunteering swiftly. During 2020- 21, 2,020 individuals interested in volunteering in Warwickshire were supported by WCAVA's volunteering team with an estimated 1,680 being placed in a volunteering role of which 1,561 were placed within a health and social care related organisation. The economic value of this volunteering equates to approximately £4,181,345 per annum.

Due to the impact on the business sector of Covid-19 the number of employer supported volunteers was significantly reduced but it is hoped to build this up again going forward.

Volunteer Involving Organisations (VIO) continued to access support from the volunteer team and in particular sought guidance around Covid regulations and safe practices to ensure the wellbeing and safety of their volunteers. Warwickshire Volunteer Forum events enabled volunteer managers to come together for support and to share experiences and learning from working within the restrictions of Covid.

Unfortunately Volunteers Week 2020 was cancelled as was the usual high profiles Volunteer Awards evenings held across Warwickshire but events will be held in 2021 to mark and celebrate the huge impact that volunteers made to support those who were at risk and vulnerable during Covid-19.

During 2020-21 WCAVA utilized volunteers in different ways. Many of our regular volunteers had to shield and some stopped volunteering due to office closures. However volunteers continued to provide valuable support at Newtown Centre. Working in partnership with Warwickshire County Council we also delivered the Targeted Testing Volunteer project recruiting and managing 366 volunteers to provide invaluable support to 5 targeted testing sites across Warwickshire.

WCC also commissioned WCAVA to deliver a telephone befriending service for those who were Clinically Extremely Vulnerable (CEV). The service was managed by ConnectWELL and 38 volunteers were recruited who supported 113 people during the course of the project.

South Warwickshire CCG commissioned WCAVA to provide support to recruit and manage volunteers for a number of the vaccination sites across South and Northern Warwickshire.

Stratford-on-Avon District Council funded a new post of Development Officer for the Stratford-on-Avon District Social Inclusion Partnership (SIP) to enhance and support the VCSE sector in the District with a focus on work that addresses the priorities of SIP. WCAVA successfully tendered for the post which commenced in April 2020 and has already had a positive impact by assisting VCS groups and organisations to secure £169,766 in funding.

### **Solihull**

During the year we continued to raise our profile in Solihull, developing new partnerships and increasing levels of support to VCS groups in Solihull working with 82 groups providing funding and group development support, Trustee recruitment and Corporate Social Responsibility (CSR) support and engagement with the wider community sector. The organisation restructure enabled an increased capacity within the team resulting in an increase in the amount of direct support available to groups. 56 groups were given one to one support to develop fundraising skills and enable higher levels of confidence around bid writing resulting in 34 funding applications being submitted resulting in £98,185 successful grant applications. All events moved online due to Covid and these were well attended with 9 networking and learning events, 5 funding webinars and 5 funding clinics being held.

Covid restrictions have placed businesses under very considerable financial pressure, so Corporate Social Responsibility (CSR) reduced very significantly this year. However, we managed to assist local businesses provide approximately £5,000 worth of CSR within their communities.

Throughout the pandemic the Solihull Volunteer Managers' Forum facilitated by WCAVA met fortnightly providing peer support with the opportunity to share ideas and experience and was valued as an important source of support for volunteer managers at a stressful and challenging time.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## DIRECTORS REPORT

31 March 2021

---

During Quarter 4, SMBC provided additional funding for the post of a Volunteering Coordinator and the setting up of the Simply Connect volunteer brokerage portal. This additional resource has enabled both individuals wishing to volunteer and volunteer involving organisations in Solihull requiring support with volunteer recruitment and volunteer management good practice, to receive one to one and specialist support.

During the year we have continued to disseminate a high volume of electronic information to groups and organisations in Warwickshire and Solihull. The website had 83,689 visitors over the course of the year with an increasing level of hits, receiving 175,287 unique page views (compared with 103,468 in 2019/20). In Warwickshire our e-zine and bulletin subscription levels stand at 2,517 and during the year we produced and disseminated 129 bulletins. In Solihull the number of subscribers to the newsletter has significantly increased and now stands at 493 with an increase in delivery from monthly to fortnightly in order to provide more regular information due to the pandemic.

### Restricted Fund Activities

During the year we have undertaken a wide range of project work detailed in note 19 and explained in more detail on pages 40-42 of this report.

Linking Futures – the legacy following on from The Talent Match programme – successfully secured additional funding to continue a programme of support to unemployed 18 – 24 year olds in Northern Warwickshire. Momentum programme is funded by Groundworks ESF Grants and Inspiring Futures Programme is jointly funded by Children in Need and Youth Futures Foundation.

ConnectWELL funding from Coventry and Rugby CCG for social prescribing and UHCW for Ripple Project came to an end. However funding support has been secured from Rugby Primary Care Network (PCN) for Link Workers to be based in GP surgeries within Rugby. Due to Covid regulations the team have been working remotely. A funding strategy is being developed to address the sustainability of ConnectWELL beyond 2022.

### Satisfaction Rates

In 2020-21 we gathered feedback from the members we supported on a quarterly basis and demonstrated an overall satisfaction rate of 97% (94% in 2019-20). Additionally 100% of those we supported stated that their confidence, skills, knowledge or experience had been built as a result of our support (compared with 92% in 2019-20).

## FINANCIAL REVIEW

The Directors report that:

<b>Unrestricted Funds</b> for the year show a net income of £17,108	(2020: net expenditure of £33,621)
<b>Designated Funds</b> showed a nil net movement	(2020: net income of £20,241)
<b>Restricted Funds</b> showed a net income of £62,596	(2020: net expenditure of £215,546)
<b>Endowment Funds</b> showed a net expenditure of £3,540	(2020: net expenditure of £6,589)

**Review of financial position at the end of the reporting period**

**i. Financial effect of significant events**

**Restructure Phase 2**

The Board agreed to manage the budgeted shortfall in 2 stages. Phase one reviewed the senior management team and was completed in the last financial year. Phase two reviewed the core team and was implemented on 1<sup>st</sup> October 2020.

**Covid-19**

There was no significant financial impact on WCAVA as a result of the Covid-19 pandemic. In fact due to the levels of partnership working with WCC in particular, WCAVA received additional funding aligned to Covid support eg Targeted Testing project, CEV Telephone Befriending project or Covid recovery eg Delivery of additional support to VCSE sector.

**Leasehold Newtown Centre, Nuneaton Shop Premises**

A lease for new premises at 1 Donnithorne Avenue, Nuneaton was approved in February 2021.

This will be funded by Big Local Hilltop and Caldwell funds. The premises are being refurbished and will be used for the community.

**Big Local Project Hill Top and Caldwell**

This project underspent at 31<sup>st</sup> March 2021, this is mainly due to the impact of Covid-19. The grant awarding body Big Local Trust, have approved these funds for carry forward into 2021/2022.

**Big Local Arley & Ansley**

A legacy plan is being developed and once finalised will be submitted to Local Trust for sign off. This will enable a new plan to be delivered for the next five years.

**ii. Principal Risks; Uncertainties; summary of plans and strategies for managing those risks**

Warwickshire County Council are the main funders for core work in Warwickshire and will be going out to tender for the Voluntary, Community and Social Enterprise Sector (VCSE) Support Service in October 2021. WCAVA plan to put in a bid for these funds. There is a risk of reduced grant funding. WCAVA plan to manage this by continuing professional relationships with all local authority colleagues and other public sector partners and to pursue other potential sources of funding.

Solihull Metropolitan Borough Council (SMBC) will be considering a two year extension of WCAVA's core infrastructure contract in October 2021 following a presentation by CEO and Area Manager South. If approved the two year extension will commence on 1<sup>st</sup> April 2022.

WCAVA has a cash and bank balance at 31<sup>st</sup> March 21 of £765,261, of which unrestricted balance is £332,372.

**iii. Factors likely to affect future financial performance or position**

WCAVA will be significantly impacted financially if the organisation is unsuccessful, with the Warwickshire County Council bid.

WCAVA will be impacted financially if SMBC do not extend WCAVA's core infrastructure contract from April 2022.

### **Principal Sources of Funding**

Our principal source of funding continues to be from Warwickshire County Council.

### **Freehold Property**

The freehold properties, after depreciation, had a net book value of £346,100 at 31 March 2021.

The properties are functional assets used in the fulfilment of our charitable objects and the Directors consider the amount reflects the value in use. The Directors also consider that the value is a reasonable approximation of market value and that any fluctuation is temporary and would not materially impact on the understanding of the charitable company's financial position by the reader of the financial statements.

### **Investment and Reserves**

We continue to be committed to maximising our income, in relation to investments, within an ethical framework, but without taking any undue risks. Our surplus funds are invested in several low risk higher yield investments with well-known financial institutions and are regularly reviewed by the finance committee.

With regards to Reserves, we have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charitable company should equate to no less than 15% of the unrestricted funds expended. This equates to £100,549 for 2020/2021. At this level the Directors feel that they would be able to continue some of the current activities of the charity in the event of a significant drop in funding. At the year end, free reserves available amounted to £231,823. We plan to use this for future charitable activities and development of the organisation.

### **Taxation**

As a charity, subject to certain restrictions, Warwickshire Community and Voluntary Action is exempt from corporation tax on income and gains. No liability arises in the year.

The Charity was registered for VAT throughout the year and all resources expended include non-reclaimable VAT as appropriate.

### **Grant Making**

Grant Making is not a material element of Warwickshire Community and Voluntary Action's activities. During the year however, the Charity has facilitated the making of grants to local organisations and charities by way of supporting grant making bodies including Big Local Trust. These transactions are detailed in note 7.

### **PLANS FOR FUTURE PERIODS**

2020/21 has been a year where yet again the demand for our support has remained high compounded by the impact of Covid-19 on VCSE sector and the significant increase in volunteer recruitment. The fact that over 1600 organisations and groups and 2020 volunteers have been supported is testament to the hard work and dedication of our staff and volunteers. It continues to be harder and harder to secure funding and resources for the vast amount of organisations and groups that we support and going forward we are putting resource into developing relationships in the following key areas:

### **Developing our Funding Base**

We successfully diversified our funding base over recent years and generated a significant proportion of our income through independently earned income. However with the uncertainty of funding streams going forward and the impact of Brexit on ESF funding, this may impact on projects such as Linking Futures going forward. We will therefore renew our efforts to strengthen our position by pursuing funding opportunities with our strategic partners in order to safeguard Infrastructure provision and support for the sector across Warwickshire, Solihull and beyond.

### **Private Sector Partner Support**

Covid has interrupted the relationships we were establishing with private sector partners and the work we were doing with them around Corporate Social Responsibility (CSR), including Employee Skilled Volunteering (ESV). Going forward we will pick this up and re-establish partnerships with the private sector in both Warwickshire and Solihull as we are keen to further develop and celebrate the impact that these relationships can have for our members.

### **Board Structure Review**

Having completed and implemented the organisation restructure the Board recognises the need for reviewing its own structure and governance in order to further strengthen the organisation. This will be a major focal point going forward in 2021-22. Aligned to this piece of work the following areas will continue to be developed further:

#### **Diversity**

It is imperative that WCAVA is representative of the communities in which services are delivered and the Board recognise and are concerned by the lack of diversity both within the organisation and in terms of the groups and organisations we work with. During 2020-21 we embarked upon a piece of work to improve diversity in terms of recruitment of staff, volunteers, Trustees and to address how we can improve our reach to diverse communities and groups and now have in place an organisation Equality & Diversity Action Plan and will be implementing the plan in 2021-22.

#### **Increasing Membership**

There is a need to significantly increase membership of the organisation. A weakness has been with providing consistently high levels of support to organisations and groups who are not member organisations. Going forward WCAVA's strength can be in its membership and a two-way relationship that will bring benefit to both parties. During 2021-22 a membership strategy and drive will be developed to create a stronger membership offer thereby encouraging greater sign-up from VCSE groups and organisations. This will provide improved understanding of our members' needs thereby providing stronger evidence for future funding bids.

#### **Communication & Marketing**

There is a requirement for WCAVA to have a stronger digital presence in order to be better placed to increase the reach of our members' voices and celebrate their impact and the communication and marketing strategy will continue to be developed and implemented.

#### **Property Portfolio**

A significant review of the organisation's properties is being undertaken to ensure fitness for purpose going forward with exploratory discussions already in hand regarding a development opportunity with a potential major partner.

### **DIRECTORS' RESPONSIBILITIES**

The Directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Directors to prepare financial statements for each financial year, which 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 the income and expenditure, of the charitable company for the year. In preparing these financial statements, the Directors are required to:

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

The Directors are responsible for keeping adequate accounting records that 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 and the Charities Act 2011. 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.

In so far as the Directors are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the Directors have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

The Directors are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions. This report was approved by the Board on 2nd August 2021.



Andrew Gabbittas  
Chair

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## INDEPENDENT AUDITOR'S REPORT

### TO THE TRUSTEES OF THE CHARITY

---

#### **Opinion**

We have audited the financial statements of Warwickshire Community and Voluntary Action (the 'Charity') for the year ended 31 March 2021 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2021 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE TRUSTEES OF THE CHARITY

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#### **Other information**

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### **Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

#### **Responsibilities of Trustees**

As explained more fully in the statement of trustees' responsibilities, the Trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the Trustees are responsible for assessing the Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE TRUSTEES OF THE CHARITY

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Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

We gained an understanding of the legal and regulatory framework applicable to the charity and the industry in which it operates and assessed the extent of compliance with these laws and regulations as part of our procedures on the related financial statement items.

Based on our understanding of the charity and the sectors it operates in we identified that the principal risks of non-compliance with laws and regulations related to breaches of Charities Act 2011, UK Tax Legislation and UK Employment Law; Companies Act 2006; Safeguarding and GDPR regulations; and the terms of the charity's governing documents.

We evaluated management incentive and opportunities for fraudulent manipulations of the financial statements and determined the principal risks are related to fraudulent transactions to meet funders requirements or to gain personal benefit for the Trustees or members of management.

Audit procedures performed included:

- Identifying and assessing the design effectiveness of controls in management have in place to prevent and detect fraud.
- Challenging assumptions and judgments made by management in their significant accounting estimates and assessing if these indicate evidence of management bias;
- Reviewing the accounting records for large and unusual journal entries and testing any identified and in particular the rationale for any transactions outside the charity's normal course of activity;
- Reviewing the accounting records for large and unusual bank payments and testing any identified and in particular the rationale for any transactions outside the charity's normal course of activity;
- Testing a sample of debit entries in the profit and loss account to check they are bona-fide costs made for the benefit of the charity;
- Discussions with management, including consideration of known or suspected incidences of non-compliance with laws and regulation and fraud.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

**WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

**STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME & EXPENDITURE ACCOUNT**

**31 March 2021**

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**Use of our report**

This report is made solely to the charity's trustees, as a body, in accordance with part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



**Burgis & Bullock**

*2nd August 2021*

**Chartered Accountants**

**Statutory Auditor**

23-25 Waterloo Place  
Warwick Street  
Leamington Spa  
Warwickshire  
CV32 5LA

Burgis and Bullock is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under of section 1212 of the Companies Act 2006.

WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME & EXPENDITURE ACCOUNT

31 March 2021

Income	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2021 £	Total Funds 2020 £
Donations	2	2,295	-	60	-	2,355	5,980
Charitable Activities	3/5	617,861	-	700,903	-	1,318,764	1,030,230
Investments	4	67,278	-	-	-	67,278	99,206
<b>Total</b>		<b>687,434</b>	<b>-</b>	<b>700,963</b>	<b>-</b>	<b>1,388,397</b>	<b>1,135,416</b>
<b>Expenditure</b>							
Charitable Activities	6	670,326	-	638,367	4,700	1,313,393	1,369,042
Gain (loss) on Investments		-	-	-	1,160	1,160	(1,889)
<b>Net Income (Expenditure)</b>		<b>17,108</b>	<b>-</b>	<b>62,596</b>	<b>(3,540)</b>	<b>76,164</b>	<b>(235,515)</b>
Transfers between funds		-	-	-	-	-	-
<b>Net Movement in Funds</b>		<b>17,108</b>	<b>-</b>	<b>62,596</b>	<b>(3,540)</b>	<b>76,164</b>	<b>(235,515)</b>
<b>Reconciliation of Funds:</b>							
<b>Total funds brought forward at 01/04/2020</b>		<b>315,264</b>	<b>24,548</b>	<b>448,211</b>	<b>202,517</b>	<b>990,540</b>	<b>1,226,055</b>
<b>Total funds brought forward at 01/04/2021</b>		<b>332,372</b>	<b>24,548</b>	<b>510,807</b>	<b>198,977</b>	<b>1,066,704</b>	<b>990,540</b>

All income and expenditure is derived from continuing activities

**WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

**STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME & EXPENDITURE ACCOUNT**

31 March 2021

		Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total Funds 2020	Total Funds 2019 (As Restated)
Income	Note	£	£	£	£	£	£
Donations	2	1,000	-	4,980	-	5,980	-
Charitable Activities	3/5	625,214	20,241	384,775	-	1,030,230	1,943,323
Investments	4	99,189	-	17	-	99,206	76,428
<b>Total</b>		<b>725,403</b>	<b>20,241</b>	<b>389,772</b>	<b>-</b>	<b>1,135,416</b>	<b>2,019,751</b>
<b>Expenditure</b>							
Charitable Activities	6	759,024	-	605,318	4,700	1,369,042	1,803,532
Gain (loss) on Investments		-	-	-	(1,889)	(1,889)	182
Net Income (Expenditure)		(33,621)	20,241	(215,546)	(6,589)	(235,515)	216,401
Transfers between funds		-	-	-	-	-	-
<b>Net Movement in Funds</b>		<b>(33,621)</b>	<b>20,241</b>	<b>(215,546)</b>	<b>(6,589)</b>	<b>(235,515)</b>	<b>216,401</b>
<b>Reconciliation of Funds:</b>							
<b>Total funds brought forward at 01/04/2019</b>		<b>348,885</b>	<b>4,307</b>	<b>663,757</b>	<b>209,106</b>	<b>1,226,055</b>	<b>1,009,654</b>
<b>Total funds brought forward at 01/04/2020</b>		<b>315,264</b>	<b>24,548</b>	<b>448,211</b>	<b>202,517</b>	<b>990,540</b>	<b>1,226,055</b>

All income and expenditure is derived from continuing activities.

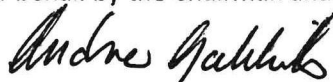
**WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

BALANCE SHEET

31 March 2021

		2021		2020
Fixed Assets	Note	£	£	£
Tangible Assets	12		444,295	458,211
Investments	13		<u>15,677</u>	<u>14,517</u>
			459,972	472,728
<b>Current Assets</b>				
Debtors	14	74,120		116,998
Cash at bank and in hand	15	<u>765,261</u>		<u>696,081</u>
		839,381		813,079
Creditors: amounts falling due within one year	16	(232,649)		(295,267)
<b>Net Current Assets</b>			<u>606,732</u>	<u>517,812</u>
<b>Total Assets less Current Liabilities</b>			<u><b>1,066,704</b></u>	<u><b>990,540</b></u>
<b>Charity Funds</b>				
Unrestricted Funds - General	18		332,372	315,264
Unrestricted Funds - Designated	18		24,548	24,548
Restricted Funds	19		510,807	448,211
Endowment Funds	20		<u>198,977</u>	<u>202,517</u>
<b>Total Charity Funds</b>			<u><b>1,066,704</b></u>	<u><b>990,540</b></u>

The financial statements on pages 14 to 42 were approved by the directors and authorised for issue on 2<sup>nd</sup> August 2021 and are signed on their behalf by the Chairman and Treasurer.

  
 Andrew Gabbitas  
 Chair

  
 Jatinder Birdi  
 Treasurer

The notes on pages 22 to 42 form part of these financial statements  
 Company Registration Number 06531268

**WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

**BALANCE SHEET**

**31 March 2021**

	Note	£	£	2020 £	(2019 As Restated) £
<b>Fixed Assets</b>					
Tangible Assets	12		458,211		364,300
Investments	13		<u>14,517</u>		<u>16,406</u>
			472,728		380,706
<b>Current Assets</b>					
Debtors	14	116,998		393,664	
Cash at bank and in hand	15	<u>696,081</u>		<u>675,489</u>	
		813,079		1,069,153	
Creditors: amounts falling due within one year	16	(295,267)		(223,804)	
<b>Net Current Assets</b>			<u>517,812</u>		<u>845,349</u>
<b>Total Assets less Current Liabilities</b>			<u><b>990,540</b></u>		<u><b>1,226,055</b></u>
<b>Charity Funds</b>					
Unrestricted Funds - General	18		315,264		348,885
Unrestricted Funds - Designated	18		24,548		4,307
Restricted Funds	19		448,211		663,757
Endowment Funds	20		<u>202,517</u>		<u>209,106</u>
<b>Total Charity Funds</b>			<u><b>990,540</b></u>		<u><b>1,226,055</b></u>

The financial statements on pages 14 to 42 were approved by the directors and authorised for issue on 2nd August 2021 and are signed on their behalf by the Chairman and Treasurer.



Andrew Gabbitas  
Chair



Jatinder Birdi  
Treasurer

The notes on pages 18 to 41 form part of these financial statements  
Company Registration Number 06531268

**WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

## STATEMENT OF CASH FLOWS

31 March 2020

	<b>2021</b>	<b>2020</b>
	£	£
<b>Cash flow from operating activities (see below)</b>	1,902	24,397
<b>Cash flows from investing activities</b>		
Interest and dividend income	460	1,832
Payment to acquire Fixed Assets	-	(9,431)
Payment for Leasehold Nuneaton Improvements	-	(93,580)
Rents receivable	66,818	97,374
	<u>67,278</u>	<u>(3,805)</u>
Net (decrease) increase in cash and cash equivalents	69,180	20,592
Cash and cash equivalents at 1 April 2020	<u>696,081</u>	<u>675,489</u>
Cash and cash equivalents at 31 March 2021	<u>765,261</u>	<u>696,081</u>
<b>Reconciliation of net income to cash flow from operating activities</b>		
	<b>2021</b>	<b>2020</b>
	£	£
Net movement in funds	76,164	(235,515)
Investment income	(67,278)	(99,206)
Depreciation	13,916	9,100
(Gain) loss on investments	(1,160)	1,889
(Increase) Decrease in debtors	42,879	276,666
Increase (decrease) in creditors	(62,619)	71,463
	<u>1,902</u>	<u>24,397</u>

## **1 Accounting policies**

### **Basis**

WCAVA is a charitable company limited by guarantee, incorporated in England and Wales on 11 March 2008 and registered in Cardiff, as a charity on 1 April 2008. The registered office is shown on page 1 of these financial statements.

### **Accounting Convention**

The accounts have been prepared in accordance with the Companies Act 2006 and “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 (FRS102)” (as amended for accounting periods commencing from 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention, modified to include fixed asset investments and certain financial instruments at fair value. The principal accounting policies are set out below.

### **Going Concern**

The Directors have considered the impact of the ongoing Covid-19 pandemic and have approved the 2021/2022 budget, which predicts a shortfall of £23k. The Board will monitor this shortfall through the management accounts process in the next financial year.

Based on this, at the time of approving the accounts, the Directors have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Directors continue to adopt the going concern basis of accounting in preparing the accounts.

### **Charitable Funds**

Unrestricted funds are funds that can be used in accordance with the charitable objects at the discretion of the directors. Designated funds are unrestricted funds that the directors have set aside for specific purposes.

Restricted funds are funds that can only be used for particular purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Endowment funds are funds which are gifted and where restrictions arise when specified by the donor and capital is not used for direct expenditure.

### **Expenditure by Activity**

Charitable expenditure is allocated to relevant activities on a direct cost basis and, in respect of any shared administration costs, as set out below under ‘Resources Expended’. Activities are categorised by way of projects being undertaken and the provision of the charity’s core objectives in providing Infrastructure support to the local, voluntary and community sector. The total expenditure incurred on each individual activity is disclosed in the financial statements. The Trustees also provide a further analysis of the overall expenditure incurred by the charity by cost centre. The Trustees believe this information provides the reader of the financial statements with a clearer understanding of the costs associated with delivering their charitable activities and the overall nature of those costs.

## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENTS

31 March 2021

---

#### **Incoming Resources**

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Grants and other income are recognised when the income is due providing terms and conditions have been met.

Rental income is recognised on a straight line basis over the contracted term.

Income is measured at the fair value of the consideration received or receivable and represents amounts receivable for services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

#### **Resources Expended**

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenses are accounted for on an accruals basis. Expenditure incurred on support costs arises from project management, split as agreed by Funders, Finance and Human Resources cost allocated to projects paying for these costs, and central overheads and general management which are split on a full time equivalent employee basis. Governance costs only include the audit fee, AGM expenditure, directors' expenses and Companies House fee.

#### **Tangible fixed assets**

Tangible fixed assets are measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is charged by annual instalments commencing with the date of acquisition at rates estimated to write off their cost less any residual value over the expected useful lives as follows:

Freehold land and buildings 50 years Straight line

Furniture and equipment\* 5 years Straight line

Leasehold improvements over the remaining life of the lease

\*Furniture and equipment with a monetary value of less than £2,500 is written off in full in the year of purchase.

#### **Impairment of fixed assets**

At each reporting end date, the charity reviews the carrying amount of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment (if any).

#### **Investments**

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their value at the balance sheet date using the closing quoted market price. The statement of financial activities includes the unrealised gain or loss arising on revaluation.

**Financial Instruments**

The Directors have elected to apply the provisions of Section 11 'Basic Financial Instruments' and where applicable, Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments. Financial assets and liabilities are recognised when the charity becomes party to the contractual provisions of the instrument. The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. All financial assets and liabilities are initially recorded at transaction price. Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid. Basic financial assets are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Basic financial liabilities, including creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due and are subsequently carried at amortised cost, using the effective interest rate method. Financial assets and liabilities classified as receivable or payable within one year are not amortised.

**De-recognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

Rentals payable under operating leases are charged against income on a straight line basis over the period of the lease.

**Cash and cash equivalents**

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less.

**Pension costs**

The charity operates a third party defined contribution scheme. The pension charge is shown in note 9 to the accounts.

**Operating leases**

Operating lease rentals are charged to income and expenditure on a straight line basis over the lease term.

**Judgements and key sources of estimation uncertainty**

In the application of the charity's accounting policies, the directors are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

The following judgements and estimates have had the most significant effect on amounts recognised in the accounts:

## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENTS

31 March 2021

#### Analysis of expenditure on activity basis

The charity has used judgement to allocate expenditure to its principal activities. Expenditure on support costs is allocated to projects paying for these costs, and central overheads and general management costs are split on a full time equivalent employee basis.

#### 2 Income from donations

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total 2021 £	Total 2020 £
Donations	2,295	-	60	-	2,355	5,980
	<b>2,295</b>	<b>-</b>	<b>60</b>	<b>-</b>	<b>2,355</b>	<b>5,980</b>

#### 3 Income from charitable activities

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total 2021 £	Total 2020 £
Grants	593,409	-	382,190	-	975,599	975,040
Supply of services	24,452	-	62,134	-	86,586	39,382
Contractual payments	-	-	240,879	-	240,879	7,000
Other	-	-	15,700	-	15,700	8,808
	<b>617,861</b>	<b>-</b>	<b>700,903</b>	<b>-</b>	<b>1,318,764</b>	<b>1,030,230</b>

#### 4 Income from investments

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total 2021 £	Total 2020 £
Interest - deposits	54	-	-	-	54	1,426
Dividends - equities	406	-	-	-	406	406
Rent receivable	66,818	-	-	-	66,818	97,374
	<b>67,278</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>67,278</b>	<b>99,206</b>

**WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

**NOTES TO THE FINANCIAL STATEMENTS**

31 March 2021

**5 Income from charitable activities**

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Arley Parish Council	-	-	200	200	-
Big Local Trust	-	-	200,384	200,384	204,070
Children in Need	-	-	32,249	32,249	-
Esmee Fairbairn Foundation	-	-	74,760	74,760	49,839
European Social Fund	-	-	7,856	7,856	-
Ex Mining Villages Partnership	-	-	15,500	15,500	7,000
Midlands Training	-	-	-	-	5,022
NHS Coventry and Rugby CCG	11,130	-	20,067	31,197	77,543
NHS South Warwickshire CCG	30,713	-	68,237	98,950	30,713
NHS Warwickshire North CCG	21,797	-	-	21,797	21,797
North Warwickshire Borough Council	11,875	-	-	11,875	11,875
Nuneaton and Bedworth Borough Council	40,770	-	-	40,770	67,645
Oxford County Council	-	-	-	-	545
Rugby Borough Council	33,000	-	-	33,000	33,000
Rugby Health Network	-	-	62,134	62,134	25,889
Solihull Metropolitan Borough Council	101,527	-	18,108	119,635	101,527
Stratford Upon Avon District Council	-	-	33,000	33,000	-
University Hospitals Coventry and Warwickshire NHS Trust	-	-	13,875	13,875	15,875
Warwickshire County Council	292,597	-	154,533	447,130	311,655
Warwick District Council	50,000	-	-	50,000	49,500
Other Organisations	24,452	-	-	24,452	16,735
	<b>617,861</b>	<b>-</b>	<b>700,903</b>	<b>1,318,764</b>	<b>1,030,230</b>

**WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

**NOTES TO THE FINANCIAL STATEMENTS**

**31 March 2021**

6 Expenditure on charitable activities

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total 2021	Total 2020
	£	£	£	£	£	£
Direct expenditure						
Direct costs	570	-	3,629	-	4,199	5,445
Grants payable (note 7)	500	-	56,210	-	56,710	99,394
Other expenditure						
Wages, Salaries and other related costs	617,027	-	341,127	-	958,154	979,255
Premises costs	15,515	-	2,600	-	18,115	57,566
Travelling expenses	1,487	-	2,487	-	3,974	19,394
Office expenses	15,100	-	9,791	-	24,891	21,174
Equipment Hire and Rental	730	-	18,088	-	18,818	1,708
Repairs and Maintenance	51,352	-	18,101	-	69,453	39,644
General expenses	10,648	-	80,766	-	91,414	83,694
Irrecoverable VAT	4,631	-	-	-	4,631	12,698
Bank charges	1,480	-	32	-	1,512	1,931
Professional fees	4,789	-	12,444	-	17,233	13,205
IT costs	13,136	-	11,862	-	24,998	16,303
Governance costs(note 8)	5,375	-	-	-	5,375	7,372
Depreciation	7,330	-	1,886	4,700	13,916	9,100
Administration and Management charges	(79,344)	-	79,344	-	-	1,159
	<b>670,326</b>	<b>-</b>	<b>638,367</b>	<b>4,700</b>	<b>1,313,393</b>	<b>1,369,042</b>

Administration and Management Charges

In line with full cost recovery, all Restricted and Designated Fund activity contributes to the Core Overhead Costs. This is made up of £61k Management time; Premises £10.5k and Overheads £7.5k.

## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENTS

31 March 2021

#### 7 Analysis of grants

Activity	Grants to Institutions	Grants to Individuals	Total 2021	Total 2020
	£	£	£	£
Big Local Trust - Arley & Ansley	13,250	4,373	17,623	34,895
Big Local Trust - Hill Top & Caldwell	38,587	-	38,587	64,499
Other Minor Funds	500	-	500	-
	<b>52,337</b>	<b>4,373</b>	<b>56,710</b>	<b>99,394</b>

#### Grants made to individuals

Big Local Arley & Ansley and Hill Top and Caldwell Partnerships agreed payment to individuals

#### 8 Governance Costs

	Unrestricted Funds	Restricted funds	2021	2020
	£	£	£	£
Fees Payable for Audit of the charities annual accounts.	5,525	-	5,525	5,500
Over accrual from previous year	(150)	-	(150)	(500)
AGM Costs	-	-	-	2,075
Directors' Expenses and meeting costs	-	-	-	297
	<b>5,375</b>	<b>-</b>	<b>5,375</b>	<b>7,372</b>

#### 9 Staff costs

	2021	2020
	£	£
Wages and salaries	845,353	889,611
Employers National Insurance	65,685	50,452
Pension costs	35,215	39,192
Recruitment and Staff Welfare	11,901	-
	<b>958,154</b>	<b>979,255</b>

No employee earned more than £60,000 during the year. (2020– No employee.)

The charity considers its key management personnel comprise the Chief Executive. The previous chief executive left October 2019. The Director of Volunteering post has not been replaced. Total employment benefits including pension contributions were £64,134 (2020- £96,718.)

## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENTS

31 March 2021

As part of the phase 1 restructure and savings plan, Redundancy costs during the year were £8k, this was funded from the Transformation fund created by the Board, for this purpose.

The average number of employees during the year was 44 (2019/2020– 45).

The number, on the basis of full time equivalents by analysed functions, was:

	<b>2021</b>	<b>2020</b>
	<b>FTE</b>	<b>FTE</b>
WCAVA core activities	19.6	16.5
Designated funds	-	0.5
Other Projects	18.2	13.6
	<b>37.8</b>	<b>30.6</b>

#### 10 Auditor's Remuneration

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Fees payable for the audit of the charities annual accounts	5,525	5,500
Under/Over Accrual from previous year	(150)	(500)
	<b>5,375</b>	<b>5,000</b>

#### 11 Directors and related party transactions

Seven directors (2020–Eight) have declared they are trustees or directors of other charities/companies which deal with the charitable company at arm's length. The accumulated transactions do not exceed £1,000 (2020 - £1,000).

None (2020–None) of the other directors or any person connected with them have declared any transaction.

No director receives any remuneration from the charitable company (2020–None.)

No directors received any travel expenses or meeting costs (2020 Three directors - £297).

**WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

**NOTES TO THE FINANCIAL STATEMENTS**

**31 March 2021**

<b>12 Tangible Fixed assets</b>	<b>Leasehold improvements</b>	<b>Premises</b>	<b>Furniture &amp; Equipment</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost or valuation</b>				
1 April 2020	93,580	455,000	18,578	567,158
<b>Depreciation</b>				
1 April 2020	-	99,800	9,147	108,947
Charge for the year	2,930	9,100	1,886	13,916
31 March 2021	2,930	108,900	11,033	122,863
<b>Net Book Value 31 March 2021</b>	<b>90,650</b>	<b>346,100</b>	<b>7,545</b>	<b>444,295</b>
<b>Net Book Value 31 March 2020</b>	<b>93,580</b>	<b>355,200</b>	<b>9,431</b>	<b>458,211</b>

No revaluation has been made of the Freehold Premises in accordance with the policy set out in the Director's Report.

Leasehold improvements with a net book amount of £90,650 relate to short leaseholds.

<b>13 Investments</b>	<b>Listed Investments</b>	<b>Cash</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Market value at 1 April 2020	6,950	7,567	14,517
Unrealised gain	1,160	-	1,160
Market value at 31 March 2021	8,110	7,567	15,677
Held as Endowment Funds	<b>8,110</b>	<b>7,567</b>	<b>15,677</b>

<b>14 Debtors: amounts falling due within one year</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Trade debtors	59,918	98,037
Prepayments and accrued income	14,147	18,906
Other debtors	55	55
	<b>74,120</b>	<b>116,998</b>

## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENTS

31 March 2021

#### 15 Cash at Bank and in Hand

This includes a client account with a balance of £32,692 (2020 - £35,352).  
These monies are reflected in Note 16 as shown below.

#### 16 Creditors: amounts falling due within one year

	2021	2020
	£	£
Trade creditors	19,148	18,027
Taxation and social security costs	96,182	89,315
Other creditors	15,878	22,498
Accruals	10,121	77,802
Deferred income (note 17)	91,320	87,625
	<b>232,649</b>	<b>295,267</b>

The above includes client monies held as follows:

	2021	2020
	£	£
Client Money Held	<u>32,692</u>	<u>35,352</u>

#### 17 Deferred income

Deferred income comprises grants received in advance which the donor has specified must be used in future accounting periods or where uncertainty exists as to whether the conditions for application of the income will be met.

Deferred Income held as cash	2021	2020
	£	£
Grants received in advance	0	87,625
At 1 April 2020	87,625	85,000
Deferred in year	3,695	2,625
At 31 March 2021	<b>91,320</b>	<b>87,625</b>

**WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

**NOTES TO THE FINANCIAL STATEMENTS**

**31 March 2021**

**18 Fund movements – Unrestricted funds**

	<b>Balance 1 April 2020</b>	<b>Incoming Resources</b>	<b>Resources Expended</b>	<b>Transfers</b>	<b>Balance 31 March 2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
General	315,264	687,435	670,327	-	332,372
<b>Designated Funds</b>					
Nuneaton	24,548	-	-	-	24,548
	<b>339,812</b>	<b>687,435</b>	<b>670,327</b>	<b>-</b>	<b>356,920</b>

Nuneaton – designated for use in the Newtown Centre as approved by the board

**Fund movements – Unrestricted funds**

	<b>Balance 1 April 2019</b>	<b>Incoming Resources</b>	<b>Resources Expended</b>	<b>Transfers</b>	<b>Balance 31 March 2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
General	348,885	725,403	759,024	-	315,264
<b>Designated Funds</b>					
Nuneaton	4,307	20,241	-	-	24,548
	<b>353,192</b>	<b>745,644</b>	<b>759,024</b>	<b>-</b>	<b>339,812</b>

# WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

## NOTES TO THE FINANCIAL STATEMENTS

31 March 2021

### 19 Funds Movements - Restricted Funds 2020/2021

Restricted Funds	Balance 01/04/2020	Incoming Resource	Resource expended	Transfer	Balance 31/03/2021
	£	£	£	£	£
<b>WCAVA</b>					
WCAVA - Transformation	10,703	15,466	8,259		17,910
Targeted Testing Volunteer project	0	46,000	32,972		13,028
Warwicks Public Health Annual Report	0	9,715	4,280		5,435
Inclusive Volunteering & IT Accessibility	16,397		1,886		14,511
Youth Leadership Development	7,295				7,295
CE Vulnerable Telephone Befriending	0	20,000	17,205		2,795
Talent Match Legacy-Linking Futures	119,726		83,482		36,244
ESF Communities Momentum	0	7,856	7,445		411
Inspiring Futures (Children in Need)	0	32,248	10,110		22,138
Additional VCSE Development Support	0	74,000	21,122		52,878
Long COVID Survivors Group	0	4,819	0		4,819
COVID Vaccination programme	0	68,237	15,533		52,704
Wheels to Work Stratford	1,578				1,578
	<b>155,699</b>	<b>278,341</b>	<b>202,294</b>		<b>231,746</b>
<b>Warwick</b>	-	-	-		-
<b>Nuneaton &amp; Bedworth</b>					
N & B Special Projects	7,491				7,491
N&B Youth Education	19,349		2,403		16,946
Community Cohesion	595				595
Nuneaton-HTC Opportunities Year 5 -6	9,974		8,776		1,198
Nuneaton HTC Aspirations Year 5-6	(6,299)	102,009	54,999		40,711
Nuneaton - HTC Poverty Year 5 - 6	7,000	6,717	13,717		0
Nuneaton-HTC Supporting BL Year 5- 6	26,855	46,294	55,165		17,984
Nuneaton - HTC LTO charges Year 5 - 6	5,819	4,414	6,694		3,539
	<b>70,784</b>	<b>159,434</b>	<b>141,754</b>		<b>88,464</b>
<b>Rugby</b>					
ConnectWell (Social Prescribing )	41,311	20,067	12,495		48,883
ConnectWell Ripple project	4,720	13,875	18,595		0
Rugby - CW High Intensity User	8,339		8,339		0
Rugby - Esmee Fairbairn Tranche 2	52,930	74,760	61,286		66,404
Rugby - ConnectWell PCN	3,616	62,134	59,576		6,174
Community Transport Soroptimist	3,974		48		3,926
Rugby Repairs	1,884	0	0		1,884
	<b>116,774</b>	<b>170,836</b>	<b>160,339</b>		<b>127,271</b>

**WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

**NOTES TO THE FINANCIAL STATEMENTS**

**31 March 2021**

<b>North Warwickshire</b>				
Youth Volunteering	3,031			3,031
3 Villages Youth Project	2,967	15,500	8,391	10,076
NW-Big Local Arley & Ansley Plan	102,736	69,909	137,491	35,154
NW - Arley & Ansley - Youth	(473)	673	200	0
NW Arley & Ansley Youth Club	(1,097)	1,097		0
NW - Arley & Ansley - Delivery	(912)	912		0
NW - Arley & Ansley - Operations	(1,609)	1,609	0	0
NW - Arley & Ansley - Local Trust	0	1,950	1,423	527
	<b>104,643</b>	<b>91,650</b>	<b>147,505</b>	<b>48,788</b>
<b>Stratford</b>				
Stratford Development Worker	0	33,000	28,917	4,083
	<b>0</b>	<b>33,000</b>	<b>28,917</b>	<b>4,083</b>
<b>Solihull</b>				
Solihull Volunteer Coordinator	0	18,108	13,929	4,179
Solihull Faiths Forum	311		35	276
Solihull MBC	0	6,000	0	6,000
	<b>311</b>	<b>24,108</b>	<b>13,964</b>	<b>0</b>
<b>TOTAL Restricted Funds 20/21</b>	<b>448,211</b>	<b>757,369</b>	<b>694,773</b>	<b>0</b>
				<b>510,807</b>

**WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

**NOTES TO THE FINANCIAL STATEMENTS**

31 March 2021

**19 Funds Movements - Restricted Funds 2019/2020**

Restricted Funds	Balance	Incoming	Resources	Transfers	Balance
	01-Apr-19	Resources	expended		31-Mar-20
	£	£	£	£	£
<b>WCAVA</b>					
WCAVA - Transformation	33,021	-	22,318	-	10,703
Inclusive Volunteering & IT Accessibility	17,938	-	1,541	-	16,397
Youth Leadership Development	8,153	-	858	-	7,295
Learn Warwickshire	561	1,396	1,957	-	-
Talent Match Legacy-Linking Futures	222,893	-	103,167	-	119,726
Wheels to Work Stratford	1,578	-	-	-	1,578
	<b>284,144</b>	<b>1,396</b>	<b>129,841</b>		<b>155,699</b>
<b>Warwick</b>					
Other Warwick Funds (one)	<b>179</b>	-	<b>179</b>	-	-
<b>Nuneaton &amp; Bedworth</b>					
N & B Special Projects	1,202	6,880	591	-	7,491
N&B Youth Education	14,327	5,022	-	-	19,349
Community Cohesion	1,980	-	1,385	-	595
HTC Supporting BL	3,149	-	3,149	-	-
HTC Opportunities yrs 3-4	16,917	-	16,917	-	-
HTC Aspirations yr 3-4	79,580	-	79,580	-	-
HTC Poverty yr3-4	5,338	5,000	10,338	-	-
HTC Supporting BL yr3-4	11,333	170	11,503	-	-
HTC LTO Charges yr 3-4	7,835	-	7,835	-	-
HTC Opportunities Year 5 - 6	-		7,526	-	9,974
		17,500			
HTC Aspiration Year 5 - 6	-			-	
		66,500	72,799		(6,299)
HTC Poverty Year 5 - 6	-	7,000	-	-	7,000
HTC Supporting BL Year 5 - 6	-	45,360	18,505	-	26,855
HTC LTO Charges Year 5 - 6	-	6,850	1,031	-	5,819
				-	
	<b>141,661</b>	<b>160,282</b>	<b>231,159</b>		<b>70,784</b>

**WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**
**NOTES TO THE FINANCIAL STATEMENTS**
**31 March 2021**

<b>Rugby</b>					
ConnectWell (Social Prescribing )	50,073	57,201	65,963	-	41,311
ConnectWell Ripple project	4,720	15,875	15,875	-	4,720
Connect Well High Intensity User (HIU)	16,928	9,212	17,801	-	8,339
Esmee Fairbairn Tranche 2	48,938		45,847	-	52,930
		49,839			
ConnectWell PCN	-			-	3,616
		25,889	22,273		
Community Transport Soroptimist Intn'l	-	4,569	595	-	3,974
Other Rugby Funds (two)	1,884			-	1,884
		-	-		
				-	<b>116,774</b>
	<b>122,543</b>	<b>162,585</b>	<b>168,354</b>		
<b>North Warwickshire</b>					
Youth Volunteering	3,095		64	-	3,031
		-			
3 Villages Youth Project	2,004	7,000		-	2,967
			6,037		
Big Local Arley & Ansley Plan 2018	91,259			-	102,736
		124,944	113,467		
Arley & Ansley - Youth	-	-		-	(473)
			473		
Arley & Ansley Youth Club	-	-		-	(1,097)
			1,097		
Arley & Ansley - Delivery	-	-		-	(912)
			912		
Arley & Ansley - Operations	-	-		-	(1,609)
			1,609		
				-	
	<b>96,358</b>	<b>131,944</b>	<b>123,659</b>		<b>104,643</b>
<b>Solihull</b>					
Solihull Faiths Forum	-	<b>311</b>	-	-	<b>311</b>
<b>WCVYS TRANSFER</b>					
VCS Infrastructure Support	<b>18,872</b>			-	-
			<b>18,872</b>		
<b>TOTAL Restricted Funds 19/20</b>	<b>663,757</b>	<b>456,518</b>	<b>672,064</b>	-	<b>448,211</b>

**WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

**NOTES TO THE FINANCIAL STATEMENTS**

31 March 2021

**20 Endowment funds**

	Balance 1 April 2020	Incoming Resources	Resources Expended	Unrealised gain	Balance 31 March 2021
	£	£	£	£	£
Morwenna Hughes Memorial Fund	14,517	-	-	1,160	15,677
Freehold Premises	188,000	-	4,700	-	183,300
	<b>202,517</b>	<b>-</b>	<b>4,700</b>	<b>1,160</b>	<b>198,977</b>

The Morwenna Hughes Memorial Fund was established under a Trust Deed dated April 1991. Income is for use within Rugby Borough.

Freehold premises gifted by Regenesis TWO on 1 March 2010, on which there is a covenant for the benefit of the Old Town area of Royal Leamington Spa in the event of sale.

**Endowment funds**

	Balance 1 April 2019	Incoming Resources	Resources Expended	Unrealised gain/(loss)	Balance 31 March 2020
	£	£	£	£	£
Morwenna Hughes Memorial Fund	16,406	-	-	(1,889)	14,517
Freehold Premises	192,700	-	4,700	-	188,000
	<b>209,106</b>	<b>-</b>	<b>4,700</b>	<b>(1,889)</b>	<b>202,517</b>

**WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION**

**NOTES TO THE FINANCIAL STATEMENTS**

31 March 2021

**21 Analysis of net assets between funds**

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total funds 2021	Total funds 2020
	£	£	£	£	£	£
Tangible fixed assets	162,800	90,650	7,545	183,300	444,295	458,211
Fixed Asset	-	-	-	15,677	15,677	14,517
Investments						
Current assets	367,567	-	471,814	-	839,381	813,079
Current liabilities	(162,995)	(66,102)	(3,552)	-	(232,649)	(295,267)
	<b>367,372</b>	<b>24,548</b>	<b>475,807</b>	<b>198,977</b>	<b>1066,704</b>	<b>990,540</b>

**Analysis of net assets between funds**

	Unrestricted Funds	Designated Funds	Restricted funds	Endowmen t funds	Total funds 2020	Total funds 2019
	£	£	£	£	£	£
Tangible fixed assets	167,200	93,580	9,431	188,000	458,211	364,300
Fixed Asset	-	-	-	14,517	14,517	16,406
Investments						
Current assets	303,181	-	509,898	-	813,079	1,069,153
Current liabilities	(135,748)	(88,474)	(71,045)	-	(295,267)	(223,804)
	<b>334,633</b>	<b>5,106</b>	<b>448,284</b>	<b>202,517</b>	<b>990,540</b>	<b>1226,055</b>

**WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION****NOTES TO THE FINANCIAL STATEMENTS**

31 March 2021

**22 Operating Lease Commitments**

Total future minimum payments under non-cancellable operating leases were as follows:

	2021	2020
	£	£
<b>Not later than 1 year</b>		
Equipment	763	636
Property	13,452	6,421
<b>Later than one and not later than 5 years</b>		
Equipment	763	636
Property	7,000	5,552
<b>More than 5 years</b>		
Property	<u>750</u>	<u>1,600</u>
	<b><u>22,728</u></b>	<b><u>14,845</u></b>

**23 Financial Instruments**

	2021	2020
	£	£
The carrying amounts of the charity's financial instruments are as follows :-		
<b>Financial Assets</b>		
Measured at fair value through income/expenditure		
Fixed asset investments	<b>15,677</b>	<b>14,517</b>

## **24 RESTRICTED FUNDS**

### **WCAVA**

#### WCAVA – Transformation

Established to assist with the future of the organisation's staffing resources.

#### Inclusive Volunteering & IT Accessibility

Established to help the organisation transform and upgrade its volunteering and IT capacities using up-to-date technology.

#### Youth Leadership Development

Amalgamation of residual funds to promote a Youth Leadership.

#### Talent Match and Legacy

Talent Match Coventry and Warwickshire is funded by the Big Lottery Fund and designed to help people aged 18-24 from Coventry, Nuneaton and North Warwickshire who have limited or no paid work experience in the last year.

#### Wheels to Work Stratford

This pilot project ceased in 2018/2019 due to low take-up.

WCAVA worked with Orbit Heart of England to provide 'Wheels to Work' – travel support for Orbit customers in the Stratford on Avon District. This pilot provided travel planning and support to eligible individuals with travel passes, moped loans or pushbikes to allow better access to employment, training and education.

#### Covid Projects

Funding made available by Warwickshire County Council for a range of Covid projects, to assist and support the current pandemic. E.g. Targeted Testing volunteer Project; Covid Vaccination Programme; Additional VCSE Development Support; CE Vulnerable Telephone Befriending; Long Covid Survivors Group; CE Vulnerable Telephone Befriending and Public Health Annual Report.

#### Inspiring Futures (Children in Need)

Delivery of a project which focuses on the social integration and improvement of employability prospects for 50 unemployed young people (18-24) from disadvantaged groups who have experienced hardship as a result of Covid-19.

#### ESF Momentum

Delivery of a 12 week programme of structured activities for unemployed young people aged 18-29. who have been unemployed for at least 6 months. Beneficiaries will include those with disabilities. The programme will combine one-to-one mentoring support, well-being workshops and employability support.

## **NUNEATON & BEDWORTH**

### N & B Special Project

Local restricted funds that aim to increase capacity within the community to enable support for vulnerable members and those in most deprived areas.

### N&B Youth Education

Funding made available by Midlands Training, to assist and support youth with their education in the Nuneaton area.

### Community Cohesion

Funding for a range of activities and events to help understand and record the state of the third sector across Nuneaton and Bedworth.

### Hill Top & Caldwell Big Local Area Funds

A range of funds held by WCAVA as the locally trusted organisation on behalf of the partnership for the Hill Top & Caldwell, Big Local area to deliver a local resident-led programme for improvement.

## **RUGBY**

### Connect Well (Social Prescribing)

A project to build upon the pilot tested model of 'social prescribing' and 'social referral,' signposting to access services and activities delivered by the VCS and statutory partners with the aim of improving people's health and wellbeing.

### Esmee Fairbairn and Tranche 2

Match funding over 2 years to Connect Well project.

### Connect Well Ripple Project

Grant received from University Hospitals Coventry and Warwickshire NHS Trust to work with the RIPPLE project in Coventry established to support those with respiratory conditions to adopt social prescribing approaches.

### Rugby Connect Well High Intensity User

Coventry and Rugby Clinical Commissioning Group piloted a scheme focussing on High Intensity Users of Accident and Emergency and West Midlands Ambulance Service, and how social prescribing could support such people.

### Rugby Connect Well Primary Care Network

Guided support is offered for those referred over 75, or those 18-75 who are either sick or/and distressed. Patients are assisted to identify what matters to them, and connected to voluntary and community opportunities to improve their health and wellbeing.

## WARWICKSHIRE COMMUNITY AND VOLUNTARY ACTION

### NOTES TO THE FINANCIAL STATEMENTS

31 March 2021

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#### **NORTH WARWICKSHIRE**

##### Youth Volunteering

Funds set aside to sustain continuation of project.

##### 3 Villages Youth project

Funding to support running costs of Targeted Youth Support Service.

##### Big Local Arley/Ansley Plan 2018

Funds held as locally trusted organisation on behalf of the partnership for Arley and Ansley as a Big Local area to deliver a local resident-led programme for improvement.

#### **STRATFORD UPON AVON**

##### Development Worker

The provision of a Development Officer to identify and secure funding opportunities that will enhance and support the Voluntary and Community sector within the Stratford-on-Avon district. This will focus on supporting older people and empower communities to harness local resources and expertise to help themselves.

#### **SOLIHULL**

##### Volunteer Coordinator

Employ a volunteer co-ordinator to: ensure effective implementation of Volunteer Connect; support volunteer based organisations to access and manage a volunteer workforce; share volunteer management good practice with groups thereby ensuring that volunteers in Solihull have a positive and safe experience whilst volunteering; be a point of contact for groups and those wishing to volunteer and will promote volunteering across Solihull communities in conjunction with the SMBC Community Development Team.

#### **OTHER LOCAL FUNDS**

Small funds held and distributed in the relevant locality as required by the donor.

