

**Huntingdonshire Volunteer Centre**

**Registered Charity 1126811**

**Company Number 6726114**

**Accounts for the Year Ended**

**31st March 2023**

## **Huntingdonshire Volunteer Centre**

### **Trustees and Management Committee**

Mike Baker  
Jim Abele  
Anthony Clarke  
Richard Brown  
Jennifer Clarke  
Chris Myles  
Gordon Thorpe  
Debbie Townsend  
Robert Young  
Keith Woodward  
Stephen Burdett (appointed 10/01/2023)

**N.B** The above are appointed as Directors of the company and Trustees of the charity. In this document and in the organisation's papers the word Trustees is used to cover both meanings.

#### **Bankers**

CAF Bank Ltd.  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

#### **Registered Company Number**

6726114

#### **Registered Charity Number**

1126811

#### **Principal Address**

1 Princes Street  
Huntingdon  
Cambridgeshire  
PE29 3PA

#### **Independent Examiner**

John Sinfield FCA  
32 Beatty Road  
Eaton Socon  
St Neots  
PE19 8PT

**Huntingdonshire Volunteer Centre**  
**Statement of the Trustee's Responsibilities**

Charity 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 profit or loss of the Charity for the year. In preparing those financial statements, the Committee is required to:

- a) select suitable accounting policies and then apply them consistently;
- b) make judgements and estimates that are reasonable and prudent;
- c) state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- d) 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 proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to 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.

In so far as trustees are aware:

- there is no relevant information of which the trust's independent examiner is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the independent examiner is aware of that information.

## Huntingdonshire Volunteer Centre

### Independent Examiner's Report to the Trustees of the Huntingdonshire Volunteer Centre (HVC)

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

#### Responsibilities and Basis of Report

As the Trustees of HVC (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

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

#### Independent examiner's statement

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

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

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

This report is made solely to HVC's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to HVC's Trustees those matters I am required to state to them in an Independent Examiner's Report and no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than HVC and HVC's Trustees as a body, for my work or for this report.

*J. Sinfield*

Mr J Sinfield FCA  
32 Beatty Road  
Eaton Socon  
St Neots  
PE19 8PT

.....*17th June 2023*..... Date

HUNTINGDONSHIRE VOLUNTEER CENTRE

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2023

|  | Notes | Unrestricted Funds | Restricted Funds | 2023 Total Funds | Unrestricted Funds | Restricted Funds | 2022 Total Funds |
|--|-------|--------------------|------------------|------------------|--------------------|------------------|------------------|
|  |       | £                  | £                | £                | £                  | £                | £                |
| <b>Incoming resources</b>  |       |                    |                  |                  |                    |                  |                  |
| <b>Incoming resources from generated funds</b>                         |       |                    |                  |                  |                    |                  |                  |
| Voluntary Income from Donations  | 3     | 2476               |                  | 2476             | 4944               |                  | 4944             |
| Income from Investment   | 4     | 319                |                  | 319              | 9                  |                  | 9                |
|  |       | <u>2795</u>        |                  | <u>2795</u>      | <u>4953</u>        |                  | <u>4953</u>      |
| <b>Incoming resources from charitable activities</b>                   |       |                    |                  |                  |                    |                  |                  |
| Charitable purpose   | 5     | 92973              | 7000             | 99973            | 99813              |                  | 99813            |
| Total Incoming Resources   |       | <u>95768</u>       | <u>7000</u>      | <u>102768</u>    | <u>104566</u>      | <u>0</u>         | <u>104566</u>    |
| <b>Resources expended</b>  |       |                    |                  |                  |                    |                  |                  |
| <b>Charitable activities</b>   |       |                    |                  |                  |                    |                  |                  |
| Direct charitable purposes   | 6, 7  | 104168             | 0                | 104168           | 120263             |                  | 120263           |
| Total expenditure  |       | <u>104168</u>      | <u>0</u>         | <u>104168</u>    | <u>120263</u>      | <u>0</u>         | <u>120263</u>    |
| Net incoming resources before transfers                                |       | -8400              | 7000             | -1400            | -15697             |                  | -15697           |
| <b>Gross transfer between funds</b>                                    |       |                    |                  |                  |                    |                  |                  |
| Net incoming resources before revaluation & investment asset disposals |       | -8400              | 7000             | -1400            | -15697             | 0                | -15697           |
| Realised gains on disposal of investment assets                        |       | 0                  |                  | 0                |                    |                  | 0                |
| Unrealised gains on revaluation of investment assets                   |       | 0                  |                  | 0                |                    |                  | 0                |
| Net movement on funds  |       | <u>-8400</u>       | <u>7000</u>      | <u>-1400</u>     | <u>-15697</u>      | <u>0</u>         | <u>-15697</u>    |
| Funds Brought Forward  |       | 94152              |                  | 94152            | 109849             |                  | 109849           |
| TOTAL FUNDS CARRIED FORWARD  |       | <u>85752</u>       | <u>7000</u>      | <u>92752</u>     | <u>94152</u>       | <u>0</u>         | <u>94152</u>     |

The notes on pages 8 to 9 form part of these accounts

HUNTINGDONSHIRE VOLUNTEER CENTRE  
STATEMENT OF FINANCIAL POSITION AS AT 31ST MARCH 2023 (BALANCE SHEET)

|  | Note | 2023         | 2022         |
|--|------|--------------|--------------|
|  |      | £            | £            |
| <u>Fixed Assets</u>                            |      |              |              |
| Tangible Assets                                | 8    | 2392         | 2992         |
| <u>Current Assets</u>                          |      |              |              |
| Debtors  | 9    | 3312         | 5398         |
| Cash at Bank and in Hand                       |      | 97676        | 85762        |
| Total Current Assets                           |      | 100988       | 91160        |
| <u>Current Liabilities</u>                     |      |              |              |
| Creditors: amounts falling due within one year | 10   | 10628        | 0            |
| <u>NET CURRENT ASSETS</u>                      |      | 90360        | 91160        |
| <u>NET ASSETS</u>                              |      | <u>92752</u> | <u>94152</u> |
| <u>Charity Funds</u>                           |      |              |              |
| Unrestricted Funds                             | 11   | 85762        | 94152        |
| Restricted Funds                               | 11   | 7000         | 0            |
|  |      | <u>92752</u> | <u>94152</u> |

The Trustees consider that the Charity is entitled to exemption from the requirement to have an audit under the provisions of Section 477 of the Companies Act 2006 ("The Act") and members have not required the Charity to obtain an audit for the year in question in accordance with Section 476 of The Act.

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

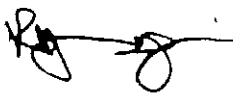
Approved on behalf of the Trustees

Chairman:



M.G Baker

Treasurer:



R. Young

Date: 22 June 2023

The notes on pages 8 to 9 form part of these accounts

## ACCOUNTING POLICIES

### 1 a) ACCOUNTING CONVENTION

The accounts have been prepared under the historic cost convention. The accounts are in accordance with applicable accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" (FRS 102) issued July 2014 and the Charities Act 2011.

### b) SORP FRS 102

This is fourth year of adoption of FRS 102, there was no change in financial performance and it has not been necessary to restate the previous year figures.

### c) GOING CONCERN

The trustees are of the view that the charity is a going concern.

### d) PUBLIC BENEFIT

Huntingdon Volunteer Centre meets the definition of a public benefit entity under FRS 102.

### e) CASH FLOW STATEMENT

The charity has taken advantage of the exemption offered under FRS 102 to small charities not to provide a cash flow statement.

### f) INCOMING RESOURCES

Income is shown within three main categories in the Statement of Financial Activities

- Voluntary income
- Investment income
- Incoming resources from charitable activities

Voluntary income are donations and are accounted for at the time of arising.

Gifts in Kind are accounted for by recognising as an incoming resource at a reasonable estimate of their value.

Incoming resources from charitable activities include grants and contributions received relating to the volunteer services provided by the charity.

### g) RESOURCES EXPENDED

Expenditure is recognised on an accruals basis as a liability is incurred.

The Statement of Financial Activities defines costs in two specific categories:

- Charitable activities
- Governance costs

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity, as well as administrative and establishment costs of the charity which cannot be fairly allocated to any of the charity's activities.

### h) FIXED ASSETS

Fixed assets costing more than £500 are included at actual cost, i.e. inclusive of irrecoverable VAT.

Donated assets are shown at a reasonable estimate of their value at the time of the gift.

Depreciation is provided on the tangible fixed assets in use at a rate calculated to write off the cost of each asset at a rate of 25% per annum straight line.

## 2 TURNOVER

Turnover is made up of grants and donations received in the furtherance of the charity's objectives.

## NOTES TO THE ACCOUNTS

### 3 VOLUNTARY INCOME

|           | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | 2023<br>Total Funds<br>£ | 2022<br>Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>£ |
|-----------|----------------------------|--------------------------|--------------------------|------------------------------------|--------------------------|------------------|
| Donations | 2476                       |                          | 2476                     | 4844                               |                          | 4844             |

### 4 INVESTMENT INCOME

|                        | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | 2019<br>Total Funds<br>£ | Unrestricted<br>Funds<br>£ | 2018<br>Total Funds<br>£ |
|------------------------|----------------------------|--------------------------|--------------------------|----------------------------|--------------------------|
| Bank Interest Received | 319                        |                          | 319                      | 9                          | 9                        |

### 5 INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

|                                  | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | 2023<br>Total Funds<br>£ | 2022<br>Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>£ |
|----------------------------------|----------------------------|--------------------------|--------------------------|------------------------------------|--------------------------|------------------|
| St. Ives Town Council            | 11942                      |                          | 11942                    | 11882                              |                          | 11882            |
| St Neots Town Council            | 8010                       |                          | 8010                     | 0                                  |                          | 0                |
| Godmanchester Town Council       | 0                          |                          | 0                        | 1000                               |                          | 1000             |
| Huntingdon Town Council          | 600                        |                          | 600                      | 600                                |                          | 600              |
| Hemingford Parish Council        | 0                          |                          | 0                        | 0                                  |                          | 0                |
| Ramsey Town Council              | 4000                       |                          | 4000                     | 0                                  |                          | 0                |
| CCC Car Scheme Income            | 13581                      |                          | 13581                    | 7908                               |                          | 7908             |
| BMRC JRS Grant                   | 0                          |                          | 0                        | 1217                               |                          | 1217             |
| 2021 Census                      | 0                          |                          | 0                        | 3920                               |                          | 3920             |
| Services Provided Income         | 217                        |                          | 217                      | 0                                  |                          | 0                |
| Shop Profit                      | 0                          |                          | 0                        | 20000                              |                          | 20000            |
| Freemans Trust                   |                            | 5000                     | 5000                     | 0                                  |                          | 0                |
| Arnold Clarke                    |                            | 2000                     | 2000                     | 0                                  |                          | 0                |
| Sharegift                        | 1000                       |                          | 1000                     | 0                                  |                          | 0                |
| Charity Shop Income              | 45410                      |                          | 45410                    | 47323                              |                          | 47323            |
| Other Income                     | 100                        |                          | 100                      | 311                                |                          | 311              |
| Car scheme users direct payments | 348                        |                          | 348                      | 0                                  |                          | 0                |
| Notler                           | 0                          |                          | 0                        | 173                                |                          | 173              |
| Car Scheme Booking Fees          | 7857                       |                          | 7857                     | 5609                               |                          | 5609             |
|                                  | 92973                      | 7000                     | 99973                    | 99613                              | 0                        | 99613            |

Funded by the Peoples Health Trust using money raised by HealthCommitt through the Health Lottery

6

### CHARITABLE EXPENDITURE

(are part of the Charitable Activities total on the SOFA)

|                            | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | 2023<br>Total Funds<br>£ | 2022<br>Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>£ |
|----------------------------|----------------------------|--------------------------|--------------------------|------------------------------------|--------------------------|------------------|
| Wage Costs                 | 73912                      |                          | 73912                    | 71361                              |                          | 71361            |
| Insurance                  | 915                        |                          | 915                      | 1119                               |                          | 1119             |
| Travel Expenses            | 628                        |                          | 628                      | 1371                               |                          | 1371             |
| Volunteer's Expenses       | 30                         |                          | 30                       | 10                                 |                          | 10               |
| NATTER                     | -                          |                          | -                        | 190                                |                          | 190              |
| Gardening                  | 258                        |                          | 258                      | 594                                |                          | 594              |
| Car Scheme Direct Payments | 369                        |                          | 369                      | 0                                  |                          | -                |
|                            | 76110                      | 0                        | 76110                    | 74635                              | 0                        | 74635            |



## NOTES TO THE ACCOUNTS

### 7 GOVERNANCE COSTS

(are part of the Charitable Activities total on the SOFA)

|   | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | 2023<br>Total Funds<br>£ | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | 2022<br>Total Funds<br>£ |
|---|----------------------------|--------------------------|--------------------------|----------------------------|--------------------------|--------------------------|
| Office Administration                     |                            |                          |                          |                            |                          |                          |
| Telephone, Postage, Printing & Stationery | 2,866                      |                          | 2,866                    | 2,419                      |                          | 2,419                    |
| Professional Fees                         | 225                        |                          | 225                      | 350                        |                          | 350                      |
| Rent & Rates                              | 960                        |                          | 960                      | 873                        |                          | 873                      |
| IT Costs                                  | 5,163                      |                          | 5,163                    | 4,854                      |                          | 4,854                    |
| Charity Shop Costs                        | 17,875                     |                          | 17,875                   | 36,190                     |                          | 36,190                   |
| Sundries                                  | 379                        |                          | 379                      | 1,542                      |                          | 1,542                    |
| Depreciation                              | 600                        |                          | 600                      | 600                        |                          | 600                      |
|   | <b>28,068</b>              | -                        | <b>28,068</b>            | <b>45,828</b>              | -                        | <b>45,828</b>            |

### 8 FIXED ASSETS

|                                   | Office<br>Equipment<br>£ | Total<br>£    |
|-----------------------------------|--------------------------|---------------|
| Cost                              |                          |               |
| Brought Forward                   | 15,770                   | 15,770        |
| Additions                         | -                        | -             |
| As at 31st March 2023             | <b>15,770</b>            | <b>15,770</b> |
| Depreciation                      |                          |               |
| Brought Forward                   | 12,778                   | 12,778        |
| Provided in Year                  | 600                      | 600           |
| As at 31st March 2023             | <b>13,378</b>            | <b>13,378</b> |
| Net Book Value at 31st March 2023 | <b>2,392</b>             | <b>2,392</b>  |
| Net Book Value at 31st March 2022 | <b>2,982</b>             | <b>2,982</b>  |

## NOTES TO THE ACCOUNTS

|   |                 |              |              |
|---|-----------------|--------------|--------------|
| 9 | DEBTORS         | 2023         | 2022         |
|   |                 | £            | £            |
|   | Shop Deposit    | 2,437        | 2,437        |
|   | April Shop Rent | 875          | 875          |
|   | PAYE and NI     | -            | 2,088        |
|   | Total Debtors   | <u>3,312</u> | <u>5,398</u> |

## 10 CREDITORS

Amounts falling due within one year

|   |               |          |
|---|---------------|----------|
|   | 2023          | 2022     |
|   | £             | £        |
| PAYE and NI                               | 728           | -        |
| St Neots Town Council received in advance | 9,900         | -        |
| Sundry Creditors & Accruals               | <u>10,628</u> | <u>-</u> |

## 11 INCOME ACCOUNT

Movements in the Income Account during the year have been as follows:-

|   |               |               |
|---|---------------|---------------|
|   | 2023          | 2022          |
|   | £             | £             |
| Unrestricted Funds                              |               |               |
| Balance Brought Forward                         | 94,152        | 109,849       |
| Transfer from Statement of Financial Activities | 1,500         | - 15,897      |
| Balance as at 31st March 2023                   | <u>95,652</u> | <u>94,152</u> |
| Restricted Funds                                |               |               |
| Freemans Trust                                  | 5,000         | -             |
| Arnold Clarke                                   | 2,000         | -             |
| Balance as at 31st March 2023                   | <u>7,000</u>  | <u>-</u>      |

Both Restricted Funds are to cover some of the costs of the shop move.

## 12 TRANSACTIONS WITH TRUSTEES

No remuneration is paid to Trustees. In the current period, the Trustees claimed a total of £0 in expenses.

## 13 RELATED PARTIES

No one individual controls the charity with all trustees having equal voting rights.

## 14 TAXATION

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives.

## 16 PENSIONS

The charity has a pension scheme which was set up on 1st May 2017.

## 17 COMPANY LIMITED BY GUARANTEE

The Company is limited by guarantee. The liability of each member is a maximum of £10. The Company has eleven members at 31 March 2023 (2022 ten).