

Charity Registration No: 1132927
Company Registration No: 07019841
(England & Wales)



Community & Voluntary Services Cheshire East

**Annual Report & Unaudited Financial Statements
for the year ended
31 March 2023**

Community & Voluntary Services Cheshire East

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Community & Voluntary Services Cheshire East

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	M L Beswick M Hills M A Hulme R M Owen R Pomponio P Buckingham C A Tossell C V Moss	Resigned 1 April 2023
Chief Executive Officers	Kathryn Sullivan Samantha James Caroline Whitney	appointed 1 June 2022 Deputy CEO 1 January 2023 Appointed co-CEO 1 July 2023 left 30 April 2022
Charity number	1132927	
Company number	07019841	
Principal address	Ashfield House 1a Gatefield Street Crewe Cheshire CW1 2JP	
Registered office	Ashfield House 1a Gatefield Street Crewe Cheshire CW1 2JP	
Independent examiners	Murray Smith LLP Chartered Accountants Darland House 44 Winnington Hill Northwich Cheshire CW8 1AU	
Bankers	CAF Bank 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ	

Community & Voluntary Services Cheshire East

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2023

The Trustees present their report and financial statements for the year ended 31 March 2023.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charitable company's Memorandum and Articles of Association, the Companies Act 2006, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102), 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)" (published in October 2019).

OBJECTIVES AND ACTIVITIES

Principal objectives and activities

The Charitable objectives of Community & Voluntary Services Cheshire East (CVSCE) are

- To promote any charitable purpose for the benefit of the community within the local government district of Cheshire East and its neighbourhood and, in particular the advancement of education, the furtherance of health and the relief of poverty, distress and sickness; and
- To promote and organise co-operation in the achievement of the above purposes and to bring together in council representatives of the voluntary organisations, statutory authorities and individuals within the local government district of Cheshire East.

In going about our work and establishing our aims and objectives, the Trustees have given careful consideration to the Charity Commission's guidance on public benefit. Through the delivery of our high-quality support, our service users are better placed to deliver their own support and services to members of the public throughout the Cheshire East area and wider. The charity also, through its volunteering service, provides support to individual members of the public enabling them to volunteer, thus gaining personal benefits, such as confidence and employment and they also support the delivery of services to the public.

Structure, governance and management

The charity is a company limited by guarantee incorporated on 15 September 2009 and governed by its Articles of Association. Operations commenced on 1 January 2010. It was registered as a charity under the Charities Act 2011 on 24 November 2009.

None of the Trustees have any beneficial interest in the charitable company. All of the Trustees are volunteers. Trustees are assisted to fulfil their duties by the chief executives and by other advisors, who offer information and assistance in undertaking all their governance tasks. It is the responsibility of the Trustees to meet to make balanced, proportionate and clear decisions about the future of the charitable company, and make all disclosures about the organisation.

Through consideration of reports on financial management, income, expenditure, liquidity, investments and of forecasts for the next twelve months, Trustees have analysed any risks to the charity, and have identified no material uncertainties that cast doubt about the ability of the company to continue as a going concern.

The Trustees, who are also the directors for the purpose of company law, and who served during the year were:

M L Beswick
M Hills
M A Hulme
R M Owen
R Pomponio
P Buckingham
C A Tossell
C V Moss

Resigned 1 April 2023

Community & Voluntary Services Cheshire East

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (continued) FOR THE YEAR ENDED 31 MARCH 2023

Structure, governance and management (continued)

Trustee Recruitment and Appointment

The charity seeks to have a maximum of 12 members of the Board, 7 elected from the membership and up to 5 co-opted for specific skills, knowledge and experience. The Board will always aim to have a majority from the membership. In accordance with our Articles of Association, one third of directors must retire at each AGM by rotation, but are eligible for re-election.

When a vacancy for a membership position arises, it is advertised to all member organisations. It is accepted that members have the right to elect those individuals that they feel represent their interests, however, existing Board members have the responsibility to ensure that the needs of the organisation in terms of governance are met by those elected. The Board seeks to do this by adopting a system of recommending Trustee appointments to the membership. The membership will then be able to choose and elect a recommended candidate(s) to the Board.

When a need arises to co-opt a Board member with specific skills or knowledge the process will be managed through open recruitment with interviews with successful candidates being invited by the Board. The existing Board will then recommend to the membership that the co-opted individuals be ratified as Trustees at the next AGM.

Trustee Inductions and Training

As part of their induction programme, new Trustees of the Charity are made aware of their corporate responsibilities as Board members.

An induction process includes an introduction to strategic business planning objectives, scope and policies. They are also given a copy of the previous year end accounts and the current financial position, which is then reported on quarterly to all Board members.

Organisational Structure

The Board of Trustees are responsible for governance, making strategic and policy decisions, approval of budgets, the sale or purchase of major assets such as land and buildings, and the starting/ending of services under local authority contracts or others. The Board of Trustees are elected at the annual general meeting by member organisations.

The board of Trustees meet every 2 months to manage and monitor the strategic direction and operations of the Charity.

Detailed policy making is delegated to the following sub-committees who make recommendations back to the board for final ratification:

- Finance and Compliance
- Funding and Development
- Policy

The operational and day-to-day decisions are made by the Chief Executive Officers. No board member receives remuneration for their role.

Wider network

The charity is a member of the National Association for Community and Voluntary Action (NAVCA), the National Council for Voluntary Organisations (NCVO), and Voluntary Sector Northwest (VSNW) which provides a strategic voice for voluntary organisations operating within the Northwest.

Community & Voluntary Services Cheshire East

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (continued) FOR THE YEAR ENDED 31 MARCH 2023

Structure, governance and management (continued)

Partners

The charity works closely with all the partners who provide funding contributions towards both the general running and overhead costs and ring-fenced project-based activities. Staff within these organisations receive information on how projects are progressing and work with the charity to identify areas where further support would add value to the local community.

Risk Management

The Trustees review the major issues which the charity faces at each board meeting. They believe that maintaining the free reserves at the levels stated in the Reserves Policy, combined with the internal financial control systems in operation, will provide sufficient resources in the event of adverse conditions. The Trustees examine the major risks and issues that the charity faces each financial year when preparing and updating the strategic plan, along with categorisation of the risks and mitigation in place.

Governance and Internal Control

The charity's system of internal controls is designed to provide reasonable but not absolute assurance against material misstatement or loss. The Trustees are satisfied that the systems in place reduce their risk exposure to major issues to an acceptable level.

Community & Voluntary Services Cheshire East

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (continued) FOR THE YEAR ENDED 31 MARCH 2023

ACHIEVEMENTS AND PERFORMANCE

2022 –2023 was a year of change for CVSCE. Following their resignation in February 2022, the CEO of over 10 years left the organisation in April, with an interim appointment in place from June the same year.

Thus, the first 6 months of the financial year were about taking stock and exploring the opportunities available to us. We were delighted to improve on our anticipated deficit budget position of £45k, but more importantly were the development of key relationships with critical stakeholders.

We conducted some reviews of our operations, including engaging an external financial consultant to prepare an overview of key improvements we could implement to tighten our processes.

OVERVIEW

Year of reflection and planning

- Q1 – Q2: A period for reviewing current services and ways for working, make small changes and develop ideas for larger ones:
 - Streamlining our output data collection
 - Reviewing contracts
 - Membership consultation
 - Reviewing our value;
 - Our Impact
 - Membership Offering
 - Value of Membership
 - Consultation Offering (Paid for services).
- Creation of a new pricing matrix for funding and service contracts.
- 3 tier pricing for consultation projects.
- It became apparent to the new leadership team that our service contracts and consultation contracts had not been costed on a full cost recover basis and were below the levels that would have been expected. Although many had accounted for hourly staff rates, they had not taken into account the cost of overheads or project management fees.
- Our messaging has stated that we made changes to our costing matrices to ensure any contract reflects the true costs of running the services we offer.
- We work with a range of organisations, small VCFSE Sector Organisations, statutory organisations, and for-profit businesses so, in addition to this, we have now created three layers of project management costs to ensure the long-term sustainability of CVSCE.
- To create road maps and measurable action plans for larger changes to practices, processes and our internal and external communication.

Community & Voluntary Services Cheshire East

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (continued) FOR THE YEAR ENDED 31 MARCH 2023

ACHIEVEMENTS AND PERFORMANCE (continued)

OUTPUTS

In our core work, we delivered with 266 unique organisations, and 757 unique individuals:

1:1 Support	2022 - 2023	2021 - 2022
No of Unique Organisations	255	320
% of Supported Organisation Members	78%	N/A
No of Activities	480	1090
No of Hrs Support	601	1044

Training & Events	2022 - 2023	2021 - 2022
No of Unique Organisations	182	201
No of Unique People	444	N/A
Total Attendance	670	457

Funding Support (Quantity)	2022 - 2023	2021 - 2022
No of Applications	26	50
No of Successful Applications	9	21
No of Unsuccessful Applications	4	4
No of Pending Applications	13	23

Funding Support (Value)	2022 - 2023	2021 - 2022
Value of Applications	£2,042,206	£1,444,769
Value of Successful Applications	£612,686	£641,481
Value of Unsuccessful Applications	£60,800	£145,487
Value of Pending Applications	£1,349,061	£634,745

Volunteer Portal	2022 - 2023	2021 - 2022
No of Registered Volunteers	313	315
No o Registered Providers	227	103
Total No of Opportunities	281	245
No of Opportunities with Applications	181	108

Community & Voluntary Services Cheshire East

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (continued) FOR THE YEAR ENDED 31 MARCH 2023

OUR VOLUNTEERS

As well as supporting others to harness the value of volunteers, we are thrilled to have a small pool of volunteers working directly with CVSCE. In addition to our board members, who work so tirelessly to lead the organisation, we have a cohort of volunteers supporting a range of projects and development pieces. Many of our staff began their connection to us through volunteering and we are delighted to see that trend continue in recruitment campaigns throughout 2022 - 2023.

We are particularly proud of those volunteers who come to us experiencing real challenges entering the world of work. Social barriers, as well as variances in access to education and experience have prevented many of our volunteers from being employed at all, let alone in work they value and can see their value in. Our projects with Refugees Welcome and across core CVSCE activities have allowed volunteers to gain confidence, develop skills and showcase experience leading to work options being open to them.

PLANS FOR THE FUTURE

As the financial year draws to a close, we are excited to cement our relationships with core partners – VCFSE Sector organisations, statutory bodies and those in the Health and Social Care System. We intend to progress infrastructure contracts designed to support core delivery and connection projects. Our staff are members of a range decision-making and network meetings; we aim to share insights and knowledge from these and our own research to further our object of improving the communities of Cheshire East.

FINANCIAL REVIEW

The organisation is funded by local authorities, grant funders and some private sector funding.

The charitable company's income totalled £314,435 (2022: £396,152).

The charity generated a surplus in the year of £3,540 (2022: £19,246).

As at the year ending 31 March 2023, the Charity had unrestricted reserves of £566,284 (2022: £557,658), restricted funds of £1,746 and free reserves of £253,197 (2022: £243,721).

Reserves Policy

The reserves policy seeks to allocate money from free reserves for a number of purposes. These provide for major items of maintenance of the fabric of the building, and be sufficient to cover the flexibility required to maintain cash flow and adequate working capital.

The Board of Trustees reviews the reserves policy annually, and has a stated intention to increase free reserves to a level which would provide for 6 months expenditure. At the year-end the free reserves were £253,197 (2022: £243,721) which is approximately 9 number of months expenditure (2022: 7 months)

Investment Policy and Objectives

The charity takes a cautious approach towards investments, adopting a short term, low-risk policy.

Trustees review the investment of the reserves in savings accounts and move funds to new accounts if appropriate to ensure they are securing the best return while maintaining a low-risk policy.

Community & Voluntary Services Cheshire East

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (continued) FOR THE YEAR ENDED 31 MARCH 2023

The Trustees, who are also directors of the charity are responsible for preparing the Trustees' Report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial 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 of the charitable company for the year.


In preparing those 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 2019 (FRS 102);
- 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 company 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 company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities 2019 (FRS 102) and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the Trustees/Directors on 18 October 2023 and signed on its behalf by:

DocuSigned by:

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Martyn Hulme
Chair of the Board of Trustees

Community & Voluntary Services Cheshire East

INDEPENDENT EXAMINERS REPORT FOR THE YEAR ENDED 31 MARCH 2023

I report to the Trustees on my examination of the financial statements of Community & Voluntary Services Cheshire East (the charitable company) for the year ended 31 March 2023, which are set out on pages 11 to 20.

Respective responsibilities of trustees and examiner

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

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

Independent examiner's statement

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

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

- (i) accounting records were not kept in respect of the charitable company as required by section 386 of the 2006 Act; or
- (ii) the financial statements do not accord with those records; or
- (iii) the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- (iv) the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

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

DocuSigned by:


 746A2245B30B444...
 Michael Benson FCA
 Murray Smith LLP
 Chartered Accountants
 Darland House
 44 Winnington Hill
 Northwich
 Cheshire
 CW8 1AU

Dated:

COMMUNITY AND VOLUNTARY SERVICES CHESHIRE EAST

Operating as CVSCE

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

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Income and endowments from:							
Donations & legacies	3	1,353	-	1,353	5,449	-	5,449
Charitable Activities	4	90,612	177,372	267,984	59,774	246,623	306,397
Other trading activities	5	23,622	-	23,622	59,676	-	59,676
Investments	6	21,476	-	21,476	24,630	-	24,630
Other income	7	-	-	-	-	-	-
Total income		137,063	177,372	314,435	149,529	246,623	396,152
Expenditure:							
Charitable Activities	8	112,662	198,233	310,895	192,280	184,626	376,906
Total resources expended		112,662	198,233	310,895	192,280	184,626	376,906
Net incoming/(outgoing) resources before transfers		24,401	(20,861)	3,540	(42,751)	61,997	19,246
Transfers between funds		(15,775)	15,775	-	56,683	(56,683)	-
Net income/(expenditure) for the year / net movement in funds		8,626	(5,086)	3,540	13,932	5,314	19,246
Fund balances at 1 April 2022		557,658	6,832	564,490	543,726	1,518	545,244
Fund balances at 31 March 2023		566,284	1,746	568,030	557,658	6,832	564,490

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derives from continuing activities.

The statement of financial activities also complies with the requirement for an income and expenditure account under the Companies Act 2006.

COMMUNITY AND VOLUNTARY SERVICES CHESHIRE EAST**Operating as CVSCE****BALANCE SHEET****AS AT 31 MARCH 2023**

	Notes	2023		2022	
		£	£	£	£
Fixed assets					
Tangible fixed assets	12		313,087		313,937
Current assets					
Debtors	13	36,619		131,451	
Cash at bank and in hand		<u>259,863</u>		<u>213,466</u>	
		296,482		344,917	
Creditors: amounts falling due within 1 year	14	<u>41,539</u>		<u>94,364</u>	
Net current assets			254,943		250,553
Total assets less current liabilities			<u>568,030</u>		<u>564,490</u>
Funds					
Restricted funds	16		1,746		6,832
Unrestricted funds			<u>566,284</u>		<u>557,658</u>
			<u>568,030</u>		<u>564,490</u>

The charitable company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2023. No member of the charitable company has deposited a notice, pursuant to section 476, requiring an audit of those accounts.

The Trustees acknowledge their responsibility for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

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

The accounts were approved by the Board of Trustees on 18 October 2023 and signed on its behalf by:

DocuSigned by:

Martyn Hulme

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M A Hulme

Chair of Trustees

Company Number 07019841

COMMUNITY AND VOLUNTARY SERVICES CHESHIRE EAST

Operating as CVSCE

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

Charity information

Community and Voluntary Services Cheshire East (CVSCE) is a charitable company limited by guarantee, without a share capital and incorporated in England and Wales. The registered office is Ashfield House, 1A Gatefield Street, Crewe, Cheshire, CW1 2JP. The liability of each member in the event of winding up is £1.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charitable company's memorandum and articles of association, the Companies Act 2006, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102), 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 issued in October 2019, UK Generally Accepted Accounting Practice and applicable charity and company law. The charitable company is a Public Benefit Entity as defined by FRS102. The charitable company has taken advantage of the provisions in the SORP for charities applying FRS102 Update Bulletin 2 not to prepare a Statement of Cash Flows.

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

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have reviewed the going concern of the charity and consider that the charity has adequate resources to continue in operational existence for the foreseeable future.

1.3 Fund accounting

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

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

Transfers are made between funds when adequate justification and supporting evidence is provided.

1.4 Incoming resources

Grants are accounted for on an accruals basis and allocated between funds according to the basis of the grant being provided. Grant and Service Level Agreement income is recognised when the charity is entitled to it after performance conditions have been met, the amounts can be measured reliably and it is probable that the income will be received. Where the charitable company is required to repay any part of the grant a provision is made for the amount due to be repaid.

Grants from local authorities and similar organisations have been included as Service Level Agreements where applicable but as donations where the money is given with greater freedom of use.

Donations and legacies receivable are accounted for where there is entitlement, sufficient certainty of receipt and the amount can be measured reliably. In the case of unsolicited donations this is usually only when received. All other income is accounted for under the accruals concept. No amounts are included in the financial statements for services donated by volunteers. Donated capital items are included within the financial statements at their current value at the time of donation.

1.5 Resources expended

All expenses are accounted for on an accruals basis. Expenditure incurred in connection with the specific objects of the charitable company is included under the heading of direct charitable expenditure, overheads are allocated to activities in proportion to their use of resources. The irrecoverable element of VAT is included with the item of expense to which it relates.

COMMUNITY AND VOLUNTARY SERVICES CHESHIRE EAST

Operating as CVSCE

NOTES TO THE ACCOUNTS (continued)

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies (continued)

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.

Tangible fixed assets costing £1,000 or more are capitalised and are stated at cost less depreciation. Donated assets are included at their current value at the time of donation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Fixtures & Fittings	20% reducing balance
Computer Equipment	20% on cost

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Impairment of fixed assets

At each reporting end date, the charitable company 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).

1.8 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, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charitable company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS102 to all of its financial instruments.

Financial instruments are recognised in the charitable company's balance sheet when the charitable company becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and 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. Financial assets classified as receivable within one year are not amortised.

COMMUNITY AND VOLUNTARY SERVICES CHESHIRE EAST

Operating as CVSCE

NOTES TO THE ACCOUNTS (continued)

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies (continued)

1.9 Financial instruments (continued)

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

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

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charitable company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

The charitable company operated a defined contribution scheme under auto-enrolment. Contributions payable are charged to the statement of financial activities in the year in which they are payable.

1.12 Leases

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

1.13 Creditors and provisions

Creditors and provisions are recognised where the charitable company 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 and provisions are normally recognised at their settlement value.

1.14 Debtors

Debtors are recognised at the settlement amount due.

2 Critical accounting estimates and judgements

In the application of the charitable company'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.

COMMUNITY AND VOLUNTARY SERVICES CHESHIRE EAST

Operating as CVSCE

NOTES TO THE ACCOUNTS (continued)

FOR THE YEAR ENDED 31 MARCH 2023

3 Donations and legacies	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Total 2022 £
Donations	1,353	-	1,353	271
Grants	-	-	-	5,178
	1,353	-	1,353	5,449

4 Charitable activities	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Total 2022 £
Service Level Agreements	90,612	46,969	137,581	59,774
Grant Income	-	130,403	130,403	246,623
	90,612	177,372	267,984	306,397

The above income includes government grants/service level agreements of £158,305 (2022: £180,435) and specific government funded projects.

5 Other trading activities	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Total 2022 £
Activities for generating funds	4,610	-	4,610	9,473
Membership fees	9,900	-	9,900	8,046
Business Services	9,112	-	9,112	42,157
	23,622	-	23,622	59,676

6 Investments	2023 £	2022 £
Rents receivable	20,924	24,324
Bank interest receivable	552	306
	21,476	24,630

All investment income for the current and prior year was unrestricted.

7 Other income	2023 £	2022 £
Other income	-	-
All other income for the current and prior year was unrestricted.		

COMMUNITY AND VOLUNTARY SERVICES CHESHIRE EAST

Operating as CVSCE

NOTES TO THE ACCOUNTS (continued)

FOR THE YEAR ENDED 31 MARCH 2023

8 Charitable activity expenditure	Unrestricted funds	Restricted funds	Total	Total
	2023	2023	2023	2022
	£	£	£	£
Staff costs	78,828	173,966	252,794	249,911
Delivery partner fees	-	6,918	6,918	24,541
Rates & water	612	-	612	518
Insurance	3,626	-	3,626	3,378
Light & heat	3,629	-	3,629	2,371
Premises cleaning & maintenance	1,616	-	1,616	5,468
Telephone	533	2,050	2,583	3,181
Stationery, printing & postage	(471)	1,118	647	1,071
Sundries	431	-	431	55
CVSCE Events - networking/general	583	-	583	512
CVSCE Events - volunteering	687	-	687	2,611
Travel & subsistence	698	2,333	3,031	4,031
Bank charges	67	-	67	96
Equipment	-	-	-	1,769
Information & publications	-	-	-	1,879
Software & IT support	3,169	496	3,665	9,510
Subscriptions	450	-	450	1,331
CEC Covid grants	-	-	-	419
Grant distribution	-	3,600	3,600	49,799
Bookkeeping & payroll	6,003	-	6,003	-
Funding overhead allocations	(7,752)	7,752	-	-
Bad debts	-	-	-	4,144
Depreciation	1,487	-	1,487	657
	94,196	198,233	292,429	367,252
Share of governance costs (see note 9)	18,466	-	18,466	9,654
	112,662	198,233	310,895	376,906

9 Governance costs	Total	Total
	2023	2022
	£	£
Accountancy	5,400	2,353
Legal and professional fees	13,066	7,301
	18,466	9,654

For the year ended 31 March 2022

-

Governance costs includes £2,400 (2022: £2,353) in respect of the Independent Examination fees.

10 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or reimbursed expenses during the year to 31 March 2023 nor 31 March 2022.

There were no Trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

COMMUNITY AND VOLUNTARY SERVICES CHESHIRE EAST

Operating as CVSCE

NOTES TO THE ACCOUNTS (continued)

FOR THE YEAR ENDED 31 MARCH 2023

11 Employees

Number of employees

The average monthly number of employees during the year was:

Management

Other

2023	2022
Number	Number
1	1
11	12
12	13

Employment costs

Wages and salaries

Social security costs

Pension costs

Other staff costs

2023	2022
£	£
228,941	225,765
13,550	12,262
6,471	5,945
3,832	5,939
252,794	249,911

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

Pension costs represent the total charge included in resources expended under a defined contribution scheme. CVSCE pension scheme is with Scottish Widows.

12 Tangible Fixed Assets

Cost

At 1 April 2022

Additions

Disposals

At 31 March 2023

Depreciation

At 1 April 2022

Depreciation charge during the year

Eliminated on disposal

At 31 March 2023

Net Book Value

At 1 April 2022

At 31 March 2023

Land & buildings	Fixtures & fittings	Computer equipment	Total
£	£	£	£
311,281	9,338	35,429	356,048
-	-	637	637
-	-	-	-
311,281	9,338	36,066	356,685
£	£	£	£
-	7,820	34,291	42,111
-	304	1,183	1,487
-	-	-	-
-	8,124	35,474	43,598
£	£	£	£
311,281	1,518	1,138	313,937
311,281	1,214	592	313,087

13 Debtors: amounts falling due within one year:

Trade debtors

Prepayments and accrued income

Other debtors

2023	2022
£	£
13,074	128,417
22,987	3,034
558	-
36,619	131,451

COMMUNITY AND VOLUNTARY SERVICES CHESHIRE EAST

Operating as CVSCE

NOTES TO THE ACCOUNTS (continued)

FOR THE YEAR ENDED 31 MARCH 2023

14 Creditors : amounts falling due within one year:

	2023	2022
	£	£
Trade creditors	4,616	10,456
Other taxation and social security	538	3,478
Other creditors	3,111	243
Accruals & deferred income	33,274	78,521
Hire purchase	-	1,666
	41,539	94,364

15 Lease agreements

At the reporting end date the charitable company had outstanding commitments for future minimum lease payments under hire purchase leases, which fall due as follows:

	2023	2022
	£	£
Within one year	-	1,666
Between two and five years	-	-
	-	1,666

16 Restricted funds

	Movement in funds				Balance at
	Balance at 1	Incoming	Resources	Transfers	31 March
	April 2022	resources	expended		2023
	£	£	£	£	£
EU Settlement Scheme	2,219	8,406	(10,625)	-	-
ESF BBO	1,137	46,968	(48,105)	-	-
ESF TA	1,826	4,730	(6,556)	-	-
VCS Emergency Partnership	1,500	-	(1,500)	-	-
CCF Knutsford Consult	150	-	(150)	-	-
Macclesfield Hospital Volunteering - Winter Programme	-	25,000	(25,000)	-	-
Big Lottery Community Fund	-	89,383	(102,697)	15,060	1,746
1000 Voices	-	2,885	(3,600)	715	-
	6,832	177,372	(198,233)	15,775	1,746

COMMUNITY AND VOLUNTARY SERVICES CHESHIRE EAST

Operating as CVSCE

NOTES TO THE ACCOUNTS (continued)

FOR THE YEAR ENDED 31 MARCH 2023

16 Restricted funds (continued) - *prior year*

	Movement in funds				Balance at 31 March 2022
	Balance at 1 April 2021	Incoming resources	Resources expended	Transfers	
	£	£	£	£	
EU Settlement Scheme	-	19,931	(17,712)	-	2,219
Awards for All	-	538	(538)	-	-
ESF BBO	-	20,935	(19,798)	-	1,137
ESF TA	-	11,459	(9,633)	-	1,826
VCS Emergency Partnership	-	1,500	-	-	1,500
CCF Knutsford	-	4,843	(4,843)	-	-
CCF Knutsford Consult	-	1,993	(1,843)	-	150
Macclesfield Hospital Volunteering - Winter Programme	-	14,000	-	(14,000)	-
Big Lottery Community Fund	-	75,000	(75,191)	191	-
NHSE-NHSVR	-	15,500	(15,500)	-	-
Maternal Mental Health	-	18,999	(18,998)	(1)	-
Crewe Town Council CVS Hub	1,518	-	(1,500)	(18)	-
Cheshire Constabulary PCC	-	930	(930)	-	-
1000 Voices	-	21,395	(18,140)	(3,255)	-
Bentley Motors Volunteering	-	7,600	-	(7,600)	-
Cheshire & Merseyside HCP	-	32,000	-	(32,000)	-
	1,518	246,623	(184,626)	(56,683)	6,832

17 Analysis of net assets between funds

Fund balances at 31 March 2023 are represented by:

Tangible assets

Current assets/(liabilities)

Unrestricted funds	Restricted Funds	Total
£	£	£
313,087	-	313,087
253,197	1,746	254,943
566,284	1,746	568,030

Prior year

Fund balances at 31 March 2022 were represented by:

Tangible assets

Current assets/(liabilities)

Unrestricted funds	Restricted Funds	Total
£	£	£
313,937	-	313,937
243,721	6,832	250,553
557,658	6,832	564,490

18 Related Party Transactions

Remuneration of key management personnel is as follows:

Aggregate remuneration

2023	2022
£	£
28,805	41,913

There were no other related party transactions during the year to 31 March 2023 nor 31 March 2022.