



NORTH DEVON VOLUNTARY SERVICES LIMITED

Annual Report & Accounts 2020-2021



Charity Number: 1133707

Company Limited by Guarantee

Registered in England Number: 06934618

Contents

- Introduction from the Chair of Trustees - 3
- Introduction from the Chief Officer - 4
- Aims and Objectives - 5
- Structure, Governance and Management - 10
- Legal and Administrative Information - 11
- Financial Review - 12
- Independent Examiner's Report - 14
- Notes to the Accounts - 18

NORTH DEVON VOLUNTARY SERVICES LIMITED

ANNUAL REPORT & ACCOUNTS 2020-2021

Introduction from the Chair of Trustees

During the 2020/21 financial year North Devon Voluntary Services (NDVS) continued to build on our relationships with other Devon-based organisations through partnership working. We have further increased our hosting arrangements developed last year, again demonstrating the strength of our organisation to both to act as an employer for local organisations/projects and to create additional bridges to the voluntary and community sector. NDVS continues to provide employment support services for Voluntary Community and Social Enterprise (VCSE) organisations who are delivering key projects and services within the community.

The COVID-19 pandemic gave us an opportunity to work closely with North Devon Council and local Parish and Town Councils to sustain voluntary action, providing support to those who were shielding. We supplied advice and guidance for existing organisations and newly formed groups to ensure that volunteer services were safe and appropriate. NDVS was integral to the delivery of many community services throughout 2020/21.

NDVS received grant funding to provide training and skills development for the VCSE sector. Our focus for 2020/21 was mental health awareness to address the issues faced by many North Devon residents as a result of a repeating cycle of lockdowns. NDVS also helped local VCSE groups to secure COVID-19 grant funding to ensure their services were able to continue in a safe manner.

During the year we lost one trustee due to personal commitments. However, we were able to recruit three new trustees, each of whom has extensive and current experience of guiding similar organisations. I am pleased to welcome each of them on board.

We have improved our financial position relative to this time last year, as our Trustee Finance Subgroup has confirmed. The members of that group, with the help of our Finance Officer, have kindly operated in lieu of a Trustee Treasurer, the post being still vacant despite suitable advertising. Much of this positive progress has been brought about by the hard work carried out by our experienced and skilled Chief Officer; the NDVS Trustees are unanimous in their appreciation of her work.

Our finances have enough reserves for contingencies, as required by the Charity Commission. We review our financial position regularly.

We are confident that we can continue to provide Council for Voluntary Service (CVS) support to VCSE organisations within North Devon for some time yet. We look forward with optimism to working ever more closely with local authorities, our partner organisations and the health services, where we feel we are ideally placed to provide valuable and essential support in our area.

In summary, NDVS remains strong, resilient and viable for 2021/22.

Jon Wilkes

Introduction from the Chief Officer

The Covid-19 pandemic presented a number of challenges for NDVS, not least the huge demand for our services. With the offices closed, all staff were able to establish bases from home providing remote services to the sector and working in partnership with the local council and statutory agencies. NDVS provided a vital 'communication bridge' between the VCSE sector and those service providers administering shielding and lockdown services. Our monthly newsletter became fortnightly to keep up with the pace of news and information.

Devon County Council provided a small amount of funding to support the recruitment and placement of Covid-19 volunteers, as part of this service NDVS undertook DBS checks free of charge.

NDVS worked with local partners to assist with volunteer recruitment and ensure that services were safe and that volunteers were well supported. Local communities established mutual aid groups to provide support services within our mainly rural area, new food banks were established and existing foodbanks continued to operate although overwhelmed with requests. We assisted with the recruitment of vaccination support volunteers and worked closely with the local PCNs and NDDH to ensure the successful delivery of the vaccination programme.

NDVS provided support to local VCSE groups to access emergency funding so that their services could continue or adapt to the needs of their communities. In addition, we secured funding to deliver a remote training program for mainly rural volunteers, focusing on mental health awareness as this was identified as a key issue.

The annual Volunteer Awards was postponed until 2021 due to restrictions, however we issued a 'Thank You' e-certificate to all VCSE organisations to recognise their vital work.

NDVS continues to host the employment of a number of members of staff for local VCSE sector organisations delivering health and wellbeing services/ projects across North Devon.

As the local CVS we will continue to support the sector in any way we can, although we are concerned that many VCSE groups may struggle to survive in the coming months as the Covid-19 restrictions are likely to exist for some time to come.

2020/21 has been an exceptional year and NDVS would not have been able to provide the support and guidance to the VCSE sector without the tireless dedication of our small staff team.

Karen Evans

NORTH DEVON VOLUNTARY SERVICES LIMITED

ANNUAL REPORT & ACCOUNTS 2020-2021

Aims and Objectives

North Devon Voluntary Services' mission is to strengthen and champion the work of local organisations that represent, develop and support voluntary and community action.

Our strategic aims are:

To support voluntary and community group development and capacity building so that:

- charities and social enterprises are enabled to secure income, improve joint working, and develop new services
- voluntary and community organisations have the practical information they need to operate effectively
- communities are supported to set up and develop structures and projects that enable them to run community services successfully

To support volunteering so that:

- voluntary and community organisations are enabled to recruit and retain sufficient volunteers for existing and new services and to manage these volunteers to a high standard
- communities are supported to provide self-help
- volunteers and potential volunteers are enabled to improve their skills and life chances

To support improved communication and networks so that:

- voluntary and community organisations have appropriate information about policy and strategy that affects them
- voluntary and community organisations are enabled to work effectively together
- the voluntary, public and private sectors are well-networked and supported to engage with one another and work effectively together
- the contribution of the voluntary sector to North Devon is recognised by the general public, media and local politicians, and is taken into account in planning and decision making

NORTH DEVON VOLUNTARY SERVICES LIMITED

ANNUAL REPORT & ACCOUNTS 2020-2021

Over the last year we have been working with the Voluntary and Community sector as follows:

Covid-19 support

- ◆ Volunteers recruited -72 and placed
- ◆ DBS checks completed - 40
- ◆ Organisations supported - 58 Parish Councils and Mutual Aid groups
- ◆ Partnerships supported - One Northern Devon
- ◆ Funding Secured - Covid 19 rapid response fund £20,000
- ◆ Vaccination programme volunteers – 63 recruited
- ◆ One to one support for individuals – 40 telephone enquiries

Group Support and Development

- ◆ One to one advice and assistance – 10 groups supported
- ◆ Individual one to one support – 15 individuals supported
- ◆ DBS checks – 25 processed

Training and workshops

Our training programme was cancelled for the year due to the pandemic. Where possible we moved training on-line. Our focus of support was for local mutual aid groups providing one to one support throughout the pandemic. Sessions included:

- ◆ Mental Health First Aid Level 1 and 2
- ◆ Finding funding
- ◆ Governance

Forums

Due to the pandemic all forums were cancelled

Strategic Development and Voluntary Sector Representation

This is a key part of our work, particularly as statutory service providers look to form partnerships with the sector. Our work has included attending strategic meetings such as:

- ◆ Home from Hospital
- ◆ Infection Control
- ◆ One Northern Devon
- ◆ Northern Devon Health and Wellbeing Delivery Board
- ◆ Community Safety Partnership
- ◆ Live Well in Braunton
- ◆ One Barnstaple
- ◆ Public Stakeholder Network

Events

All events were cancelled for the year

NORTH DEVON VOLUNTARY SERVICES LIMITED

ANNUAL REPORT & ACCOUNTS 2020-2021

Communication and Newsletter

During the early stages of the initial lockdown we published our newsletter on a fortnightly basis to ensure that local groups were abreast of guidance and information. As the pandemic progressed we reverted to a monthly newsletter focusing on key topics and information.

Hosted Projects and Services

NDVS acts as a host for individual strategic projects delivering in the North Devon and northern Devon areas. It is vital that NDVS provides this service as it enables projects/initiatives to be delivered locally and benefit from our networks and sector intelligence. These hosted projects are listed below:

Connected Communities Programme

County Council's Prevention Strategy. The aim is to support vulnerable adults in their community and promote independence through enabling access to voluntary and community activities.

For those adults who are isolated or vulnerable the programme offers support that is individual to their needs from either the voluntary sector or the community. We focus on the individual and work with them to identify opportunities, including signposting that will reduce isolation and meet social needs.

This role remains a vital link between vulnerable clients and the VCSE sector and statutory services and proved its worth during the challenges of Covid-19 and the associated restrictions. Clients were able to receive the support they needed to remain safe within their own homes.

The Community Connector takes referrals from the Social Care Assessors, the Sensory Team, Occupational Therapists, the Community Enabling Team, Pathfinder and Rapid Response Team. The worker will provide support either face to face, by telephone or via email. The holistic and solutions-based nature of this role has resulted in several significant outcomes. For example, increased access to grants and funding, improved relationships and confidence in services, home improvements, and improved access to services.

Health and Social Care Teams

The Devon County Council Health and Social Care Team contract, managed by Westbank and sub-contracted to DEVA, requires NDVS to provide development support to address the issues and gaps identified by the Voluntary Sector Representatives. The Voluntary Sector Reps attend the meetings of the community health and social care teams and identify ways in which voluntary sector organisations can assist clients. Our development work aims to enhance the wellbeing of people who are often dealing with multiple health problems and other difficulties.

Live Well in Braunton

NDVS employs and hosts the Community Connector for Live Well in Braunton (LWiB). In addition, we provide support and guidance to this new organisation established to promote and enable wellbeing. The Community Connector works with the local GP surgery to support individuals overcome barriers and issues affecting their wellbeing. During the last year the Community Connector has played a central role in co-ordinating voluntary action to support those shielding and isolated within the community.

NORTH DEVON VOLUNTARY SERVICES LIMITED

ANNUAL REPORT & ACCOUNTS 2020-2021

Devon Access to Services (DAS)

DAS, now in its 13th year, is a project hosted by NDVS and funded by Devon County Council. Our focus during 2020-21 was supporting the 60 members of Devon Community Car Forum across Devon in their response to the Covid Pandemic.

Using working relationships established over many years, we were able to provide funding, PPE and practical advice to help keep drivers and passengers safe. We regularly updated our research into infection control and risk assessment for car schemes and were able to refer people requiring medical transport to the appropriate organisation and support.

About a third of car schemes kept going all through. However, as a majority of volunteer drivers were over 70 or shielding for themselves and others in their households, many did not re-start until the end of the year. Our work helped to enable 300 drivers to receive vaccinations via the CCG/STP/DCC key worker initiative in December 2020.

Though demand for medical journeys declined sharply, many schemes repurposed and over 20,000 prescriptions and 40,000 food deliveries were made during the year.

We continued with many of our regular activities including hosting Car Forum virtual meetings and providing professional advice, training, and support. We also collected statistics, case studies and shared best practice and arranged for the distribution of 2,000 Volunteer Driver Hospital Parking Permits. Much of what we did was to respond to phone calls and emails from coordinators to provide supportive human contact.

We would like to thank NDVS for their decision to move to Office 365 and Jon Wilkes for his support, without which home working, and our support to the schemes would have been impossible.

| <u>Community Car Scheme Activity in Devon</u> | <u>2019-20</u> | <u>2020-21</u> | <u>Difference</u> |
|--|----------------|----------------|-------------------|
| Journeys to and from primary care | 40,850 | 17,205 | -57.9% |
| Journeys to and from secondary care | 49,928 | 21,029 | -57.9% |
| Journeys to social and welfare activities | 42,220 | 3,916 | -90.7% |
| Total number of journeys | 132,998 | 42,150 | -68.3% |
| Journeys for passengers travelling in wheelchairs | 5,435 | 1,633 | -70.0% |
| Miles travelled | 1,446,161 | 569,763 | -60.6% |
| Volunteer hours | 133,076 | 77,261 | -41.9% |
| Notional value of those hours at min wage of £8.21 per hour (2019) - £8.72 per hour (2020) | £1,092,554 | £673,716 | -38.3% |
| Drivers' expenses | £582,471 | £206,172 | -64.6% |
| Received from passengers | £772,103 | £262,728 | -66.0% |
| Operational costs of schemes | £703,703 | £390,628 | -44.5% |
| Total cost of providing services | £1,286,174 | £596,800 | -53.6% |
| Funding deficit | £245,413 | £195,928 | -20.16% |

NORTH DEVON VOLUNTARY SERVICES LIMITED

ANNUAL REPORT & ACCOUNTS 2020-2021

One Northern Devon (OND)

NDVS works closely with OND and employs and jointly manages the Community Developer in Barnstaple. The aim is to form a strong partnership of service providers and the voluntary and community sector focussing on key health and wellbeing issues affecting the local community.

This role was integral to the lockdown response within the community, recruiting volunteers, identifying those in need and co-ordinating the response.

Early Nourishment CIC

NDVS is working in partnership with Early Nourishment CIC. Our role is to host two members of staff to enable this emerging CIC deliver a much needed project. Early Nourishment CIC provides one-to-one and group support for new parents assisting with breastfeeding, bottle feeding and transition to solids. In addition, their work helps to overcome loneliness and isolation experienced by new parents.

Structure, Governance and Management

Governing Document

NDVS Ltd is a company limited by guarantee (number 06934618) and a registered charity (number 1133707) with an area of benefit which covers North Devon. The company was established under a Memorandum of Association which sets out the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up, members are liable for any debts, the total not to exceed £10.

Appointment of Trustees

Trustees are appointed by approval of the members at the Annual General Meeting, by approval of the members during the year or by co-option of the Board of Trustees. New trustees are provided with an induction pack and additional trainings offered as need indicates. The Board of Trustees meets on average every other month and a Chief Officer is appointed to manage the day-to-day operations.

Risk Management

The Trustees have identified the risks facing the Charity. They review them regularly and put systems in place to mitigate these risks. Significant external risks to funding have led to the development of a strategic plan which will allow for the diversification of funding and activities. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects.

Public Benefit

The Trustees are aware of the Charity Commission's guidance on public benefit and have taken it into account when making decisions to which the guidance is relevant. How we have done this is demonstrated in the Chief Officer's report.

Related Parties

We are a member of DeVA working in partnership with Action East Devon, Involve, South Hams CVS, Teignbridge CVS and West Devon CVS, all locally based organisations providing comprehensive support to Devon's voluntary and community sector. DeVA is an associate member of NAVCA and NCVO. We also work closely with TTVS, based in Bideford.

NORTH DEVON VOLUNTARY SERVICES LIMITED

ANNUAL REPORT & ACCOUNTS 2020-2021

Legal and Administrative Information

Registered Charity Number 1133707
Company Registration Number 06934618
Registered Office Suite 206, Queens House, Queens Street, Barnstaple
EX32 8HJ

Trustees:

| | |
|--------------------|---------------------------|
| Jonathan Wilkes | Chair |
| Wendy Butler | Vice-Chair |
| Brian Holme | Until Jan 2021 |
| Patrick May | |
| Diane Pedley | |
| Brian Rastrick | |
| Gary Smith | |
| Estcourt Miller | From Jan 2020 - June 2020 |
| John William Allen | From April 2021 |
| Ian Gibson | From April 2021 |
| Sarah Vingoe | From April 2021 |

Company Secretary

| | |
|--------------|-----------------|
| Loubna Tacey | Until June 2020 |
| Lynsey Self | From June 2020 |

Chief Officer Karen Evans

Bankers

Unity Trust Bank, Customer Services Centre
Nine Brindley Place
Birmingham
B1 2HB

Accountants

Thomas Westcott
47 Boutport Street
Barnstaple
Devon
EX31 1SQ

Solicitors

Wollen Michelmore
Avery House, Liberty Road
Roundswell Business Park
BARNSTAPLE
Devon, EX31 3TL

Constitution

Adopted July 1997
Revised 20th April 2006
Memorandum and articles of association 15 June 2009

Financial Review

Financial Review

Year 2020/21 saw an increase in Funding of £41,118 from £184,896 (19/20) to £226,014 (20/21) reflecting the increased development and project work that NDVS has undertaken. Our reserves on March 31st, 2021 increased by £61,801 on the previous year. However, it must be noted that some of the reserves represent development and project works which were operating across two financial years. In particular, we received funding in March 2021 for the following restricted projects:

ASC Infection Control £13,000 and

Barnstaple Community Development Builder £19,283

The resources used to deliver these projects will be expended in FY 2021/22.

Analysis of Incoming Funds is as follows:

| | £ 20/21 | £19/20 |
|----------------------|---------|---------|
| Grants & Donations | 218,435 | 182,921 |
| Training Workshops | 370 | 915 |
| Costs Recovered | 7,060 | 701 |
| Interest Received | 104 | 323 |
| Other Income | 45 | 36 |
| Total Incoming Funds | 226,014 | 184,896 |

Resources Expended

Total Expenditure for Year End 20/21 is £164,213, a decrease of £4,922. This reflects the anticipation that resources will be expended in 21/22 for funds received in 20/21.

Key Costs 20/21 compared to 19/20:

| Resources Expended | £ 20/21 | £ 19/20 |
|--------------------|---------|---------|
| Staffing | 132,361 | 110,752 |
| Premises | 10,383 | 8,300 |
| Office Costs | 4,084 | 5,976 |
| | | |

The increase in staffing costs reflects the increased project activity.

NORTH DEVON VOLUNTARY SERVICES LIMITED

ANNUAL REPORT & ACCOUNTS 2020-2021

Reserves Policy

As at 31st March 2021 the total NDVS reserves stood at £155,121 of which £1,261 is designated funds set aside for potential redundancy costs. The total reserves are an increase of £61,801 on the previous year. Analysis of reserves show that £60,168 is Restricted Funding and £94,953 is Unrestricted Funding.

The NDVS Reserves Policy has several objectives:

- To ensure that we have sufficient funds to cover potential redundancies – currently held in a Designated Fund,
- To enable us to ensure the organisation can survive for at least 6 months should other funding cease,
- To provide sufficient resilience and flexibility to cope with changing times and the fact that some of our projects arrive with grants whereas with others the costs have to be reclaimed afterwards,

From time to time there are opportunities that require “matched funding” – without some flexibility we would be unable to respond to those opportunities.

The Trustees have reviewed the charity's needs for reserves in line with the guidance issued by the Charity Commission and we should be able to continue our operations for a minimum of 6 months, but believe we should aim at a maximum level of reserves of one year.

Small company provisions

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

On Behalf of The Board:

JFWilkes

Jonathan Wilkes (Chair)

Date:

27 October 2021

Independent Examiner's Report to the Trustees of the North Devon Voluntary Services Limited.

I report on the accounts of the charity for the year ended 31 March 2020 as set out in this report.

Responsibilities and basis of report

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

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

Independent Examiners Statement

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

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

Signed Catherine Williams

Date 20 November 2021

Catherine Williams ACA DChA

Thomas Westcott

Independent Examiner

47 Boutport Street

Statement of Financial Position as of 31st March 2021

| | Total Funds 20/21 £ | Prior Year Funds £ |
|---|---------------------------|--------------------------|
| Tangible assets | 868 | 1,159 |
| Current Assets: | | |
| Debtors | 7,360 | 9,775 |
| cash at Bank and in hand | 156,872 | 92,870 |
| | 164,232 | 102,645 |
| Current Liabilities | | |
| Creditors: amounts falling due within one year | 9,979 | 10,484 |
| Net Current Assets | 154,253 | 92,161 |
| Total Assets less Current Liabilities | 155,121 | 93,320 |
| Creditors: amounts falling due after one year | - | - |
| Provision for Liabilities | - | - |
| Total Net Assets | 155,121 | 93,320 |
| Funds of the Charity: | | |
| Restricted Funds | 60,169 | 24,948 |
| Unrestricted Funds | 94,952 | 68,372 |
| | 155,121 | 93,320 |

NORTH DEVON VOLUNTARY SERVICES LIMITED

ANNUAL REPORT & ACCOUNTS 2020-2021

For the financial year ended 31 March 2021 the company was entitled to exemption to audit under ss. 477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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

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

The financial statements were approved by the board and signed on its behalf on 27 Oct Date
2021

J Wilkes

Jonathan Wilkes (Chair)

W Butler

Wendy Butler (Vice Chair)

Ln self

Lynsey Self (Company Secretary)

Charity Number: 1133707

Company Limited by Guarantee

Registered in England Number: 06934618

NORTH DEVON VOLUNTARY SERVICES LIMITED

ANNUAL REPORT & ACCOUNTS 2020-2021

Statement of Financial Activities YE March 2021 (Including Income and Expenditure Account)

| | 31st March 2021 | | | 31st March 2020 | | |
|--------------------------------------|--------------------------|------------------------|------------------|-----------------|--------------------------|------------------------|
| | Unrestricted Income £ | Restricted Income £ | Total Funds £ | Total funds £ | Unrestricted Income £ | Restricted Income £ |
| Income: | | | | | | |
| Grants & Donations | 43,301 | 175,134 | 218,435 | 182,921 | 19,976 | 162,945 |
| Earned from Other Activities | 7,329 | 250 | 7,579 | 1,975 | 523 | 1,452 |
| Total Income | 50,630 | 175,384 | 226,014 | 184,896 | 20,499 | 164,397 |
| Expenditure: | | | | | | |
| Expenditure on charitable activities | 22,931 | 141,282 | 164,213 | 169,135 | 8,024 | 161,111 |
| Net Incoming Resource | 27,699 | 34,102 | 61,801 | 15,761 | 12,475 | 3,286 |
| Transfer between funds | (1,119) | 1,119 | - | - | - | - |
| Net Movement of Funds | 26,580 | 35,221 | 61,801 | 15,761 | 12,475 | 3,286 |
| Reconciliation of Funds: | | | | | | |
| Total Funds Brought Forward | 68,372 | 24,948 | 93,320 | 77,559 | 55,897 | 21,662 |
| Total Funds Carried Forward | 94,952 | 60,169 | 155,121 | 93,320 | 68,372 | 24,948 |

Notes to the Accounts

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Suite 206, Queens House, Queen Street, Barnstaple, Devon, EX32 8HJ

1. Basis of Accounting

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historic cost convention. The financial statements have been prepared in accordance with FRS102, the Charities SORP (FRS102) and the requirements of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to Charities preparing their accounts in accordance with the Charities SORP (FRS102). The financial reports are prepared in sterling which is the functional currency of the charity.

1.2 Change in basis of accounting

There have been no changes in the Accounting Policies for 2020 or 2021.

1.3 Fund Accounting

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

Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor through the terms of an appeal.

1.4 Incoming Resources

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

Grants and donations are received by way of grants, donations and gifts and are included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in the accounts.

NORTH DEVON VOLUNTARY SERVICES LIMITED

ANNUAL REPORT & ACCOUNTS 2020-2021

Investment income is included when receivable.

Incoming resources from charitable trading activity are accounted for when earned.

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

1.5 Resources Expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes VAT and is reported as part of the expenditure to which it relates.

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes, including the running of community transport.

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

All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource.

1.6 Fixed Assets

These are capitalised if they can be used for more than one year and cost at least £500. They are valued at Cost or, if Gifted, at the value to the Charity on receipt. Depreciation is provided at rates calculated to write off costs of fixed assets, less their estimated residual value, over their expected useful lives on the basis of 25%, reducing balance.

1.7 Going Concern

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

NORTH DEVON VOLUNTARY SERVICES LIMITED

ANNUAL REPORT & ACCOUNTS 2020-2021

2. Grants & Donations

| | | Unrestricted | Restricted | Total 20/21 | Unrestricted | Restricted | Total 19/20 |
|--------------------------------|-------------------------------|--------------|------------|-------------|--------------|------------|-------------|
| | | £ | £ | £ | £ | £ | £ |
| Funder | Project | | | | | | |
| Devon County Council | DASP | | 50,947 | 50,947 | | 45,046 | 45,046 |
| Devon Voluntary Action | ASC Infection Control | | 15,000 | 15,000 | | - | - |
| Teignbridge CVS (DeVA partner) | Care Direct | | 17,187 | 17,187 | | 17,187 | 17,187 |
| One Northern Devon | Community Builder | | 33,603 | 33,603 | | - | - |
| Barnstaple Town Council | Community Builder | | 10,000 | 10,000 | | - | - |
| Devon Voluntary Action | CH&SCT | | 9,216 | 9,216 | | - | - |
| Early Nourishment CIC | Early Nourishment | | 5,184 | 5,184 | | - | - |
| Live West | Grow, Share, Cook | | 500 | 500 | | - | - |
| Live Well in Braunton | LWLB | | 14,841 | 14,841 | | 18,000 | 18,000 |
| One Northern Devon | One Northern | | 7,157 | 7,157 | | 59,217 | 59,217 |
| One Northern Devon | Community Builder | | | | | 6,875 | 6,875 |
| National Lottery | Supporting Rural Communities | | 10,224 | 10,224 | | - | - |
| Devon County Council | AONB | | | | | 6,483 | 6,483 |
| Devon Community Foundation | | | | | | 549 | 549 |
| Lions | Care Direct | | 175 | 175 | | - | - |
| Holsworthy Freemasons | Care Direct | | 100 | 100 | | - | - |
| Northcott Foundation | Care Direct | | 350 | 350 | | - | - |
| The Bridge Trust | Care Direct | | 650 | 650 | | - | - |
| 361 Energy | | 1,200 | | 1,200 | | - | - |
| North Devon Council | | 17,000 | | 17,000 | 17,000 | | 17,000 |
| North Devon Council | Discretionary Grant for Covid | 2,500 | | 2,500 | | | - |
| Barnstaple Town Council | | 1,000 | | 1,000 | 900 | | 900 |
| Devon County Council | Covid 19 Wave | 1,396 | | 1,396 | | | - |
| Devon Voluntary Action | Covid 19 Wave | 11,000 | | 11,000 | | | - |
| Devon Voluntary Action | | | | | 1,256 | | 1,256 |
| West Devon CVS (DeVA Partner) | | 9,200 | | 9,200 | | | - |
| Teignbridge CVS (DeVA partner) | | | | | | 9,588 | 9,588 |
| Paypal Giving Fund | | 5 | | 5 | | | - |
| Donations | | | | | 20 | | 20 |
| Devon & Cornwall Police | | | | | 800 | | 800 |
| Total from Funders | | 43,301 | 175,134 | 218,435 | 19,976 | 162,945 | 182,921 |

NORTH DEVON VOLUNTARY SERVICES LIMITED

ANNUAL REPORT & ACCOUNTS 2020-2021

3. Net Incoming Resources for Year Ending 2021

| | 2021 | 2020 |
|--|------|------|
| | £ | £ |
| This is stated after charging depreciation | 290 | 386 |

4. Examination & Accounting Fees

| | | |
|--|--------------|--------------|
| Independent Examiners Fees | 1,430 | 1,350 |
| Payroll Services | | 288 |
| Examination & Accounting Fees | 1,430 | 1,350 |
| <i>(Payroll services brought in-house in 2021)</i> | | |

5. Employees (including pension and employers national insurance)

| | | |
|------------------------------|----------------|----------------|
| Gross Salaries | 127,398 | 105,740 |
| Employers National Insurance | 6,175 | 4,395 |
| Pension Costs | 2,788 | 1,984 |
| Training | | 1,633 |
| Employers Allowance | (4,000) | (3,000) |
| Total Employees | 132,361 | 110,752 |

No Employees received emoluments over £60,000

Average number of full time equivalent employees in the year:

5.1 4.3

6. Trustee Remuneration & Related Party Transactions

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year.

No loans were made to Trustees by the charity or by Trustees to the Charity (YE 2020 nil).

7. Taxation

The charity's activities fall within the exemptions afforded by the provisions of Income and Corporation Taxes Act 1988. Accordingly, there is no taxation charge in these accounts.

YE 2021 £ YE 2020 £

8. Tangible Fixed Assets

8.1 Cost of Valuation

| | | |
|-----------------------|---------------|---------------|
| As at 1st April 2020 | 20,653 | 20,653 |
| Disposals | - | - |
| Additions | - | - |
| As at 31st March 2021 | 20,653 | 20,653 |

8.2 Accumulated Depreciation

| | | |
|---------------------------|---------------|---------------|
| As at 1st April 2020 | 19,494 | 19,108 |
| Depreciation on Disposals | - | - |
| Charge for the Year | 290 | 386 |
| As at 31st March, 2021 | 19,784 | 19,494 |

8.3 Net Book Value

| | | |
|------------------------|--------------|--------------|
| As at 1st April, 2020 | 1,159 | 1,545 |
| As at 31st March, 2021 | 868 | 1,159 |

9. Debtors & Prepayments

| | | |
|-------------------------|--------------|--------------|
| Debtors Control Account | 4,762 | 7,318 |
| Prepayments | 2,598 | 2,457 |
| Debtors & Prepayments | 7,360 | 9,775 |

All of which are due within one year

10. Current Liabilities - Due within one year

| | | |
|---|--------------|---------------|
| Other Creditors | 7,433 | 8,796 |
| Taxation, PAYE & National Ins | 2,546 | 1,688 |
| Current Liabilities - Due within one year | 9,979 | 10,484 |

NORTH DEVON VOLUNTARY SERVICES LIMITED

ANNUAL REPORT & ACCOUNTS 2020-2021

11. Movement in Funds 20/21

| | Balance Bfwd £ | Incoming Resources £ | Outgoing Resources £ | Transfers £ | Balance Cfwd £ |
|-------------------------|-------------------|-------------------------|-------------------------|----------------|-------------------|
| DASP | 22,643 | 50,947 | (49,758) | | 23,832 |
| Care Direct | 549 | 18,462 | (18,148) | | 863 |
| NCH & SCT | - | 9,216 | (9,216) | | - |
| One Northern (3m) | 1 | 7,157 | (7,158) | | - |
| Live Well in Braunton | 2000 | 14,841 | (15,671) | | 1,170 |
| Community Builder | 381 | 43,603 | (24,701) | | 19,283 |
| Deva Social Prescribing | (1,119) | | | 1,119 | - |
| Rural Communities | | 10,474 | (8,953) | | 1,521 |
| Early Nourishment | | 5,184 | (5,184) | | - |
| ASC Infection Control | | 15,000 | (2,000) | | 13,000 |
| Nature's Tonic | 493 | | (493) | | - |
| Grow, Share, Cook | | 500 | | | 500 |
| | 24,948 | 175,384 | (141,282) | 1,119 | 60,169 |
| Designated Fund | 1,074 | 187 | | | 1,261 |
| General Funds | 67,298 | 50,443 | (22,931) | (1,119) | 93,692 |
| Total Unrestricted Fund | 68,372 | 50,630 | (22,931) | (1,119) | 94,952 |
| Total Funds | 93,320 | 226,014 | (164,213) | - | 155,121 |

Prior Year Comparison:

| | Balance Bfwd £ | Incoming Resources £ | Outgoing Resources £ | Transfers £ | Balance Cfwd £ |
|-------------------------|-------------------|-------------------------|-------------------------|-------------|----------------|
| DASP | 20,195 | 45,944 | (43,497) | | 22,643 |
| Care Direct | - | 17,187 | (17,187) | | - |
| NCH & SCT | 0 | 9,588 | (9,588) | | - |
| One Northern | (3,788) | 59,663 | (55,874) | | 1 |
| Live Well in Braunton | | 14,325 | (12,325) | | 2,000 |
| LWIB (14) | | 3,675 | (3,675) | | - |
| Community Builder | | 6,875 | (6,494) | | 381 |
| Natures Tonic | | 6,483 | (5,990) | | 493 |
| Deva Social Prescribing | | - | (1,119) | | (1,119) |
| Surviving Winter | | 549 | 0.0 | | 549 |
| Awards for All | 5,114 | 108 | (5,222) | | - |
| Can Walking | 140 | | (140) | | - |
| Total Restricted Funds | 21,662 | 164,397 | (161,111) | - | 24,948 |
| Designated Fund | 923 | | 151 | | 1,074 |
| General Funds | 54,974 | 20,499 | (8,175) | | 67,298 |
| Total Unrestricted Fund | 55,897 | 20,499 | (8,024) | | 68,372 |
| Total Funds | 77,559 | 184,896 | (169,135) | - | 93,320 |

NORTH DEVON VOLUNTARY SERVICES LIMITED

ANNUAL REPORT & ACCOUNTS 2020-2021

Funders 2020/21:

| Project | Funded by: |
|---|--|
| DASP Purpose: Dedicated to improving access to information, services and representation focussing on volunteer led community transport schemes. | Devon County Council & various donations |
| Community Health & Social Care Teams Purpose: To provide a framework in each Health Service in Devon to enable the Community Health & Social Care Teams to develop community response to the needs of patients. | DeVA |
| Care Direct Plus Purpose: To support vulnerable adults in their community and promote independence through enabling access to voluntary and community activities. | Devon County Council via Teignbridge CVS |
| One Northern Devon Purpose: To explore new ways of working to improve wellbeing outcomes for defined groups. To build capacity and support the formation of One Barnstaple | One Northern Devon |
| Awards for All- Rural Communities: To support voluntary and community action in rural communities focussing on skills and awareness. | National Lottery Community Fund |
| Live Well in Braunton Purpose: Provide Community Connector services and support community building across the Live Well in Braunton area. | Live Well in Braunton |
| Nature's Tonic Purpose The 'Nature's Tonic' project is piloting an approach to providing a green prescribing 'connection with nature' option, to complement social prescribing activity across three GP areas in North Devon during 2019 and 2020. Project cancelled due to Covid-19 | North Devon and Coastal AONB |
| Social Prescribing Lite These funds have now been transferred to Unrestricted to support Covid 19 initiatives as per DCC request. Initial work undertaken prior to March 31 st , 2020 and funds received in April 2020 | Devon County Council IBCF |

NORTH DEVON VOLUNTARY SERVICES LIMITED

ANNUAL REPORT & ACCOUNTS 2020-2021

| | |
|--|----------------------------|
| <p>Surviving Winter:</p> <p>Purpose:</p> <p>Purchase radiators for those facing fuel poverty under the Thriving Community Theme</p> | Devon Community Foundation |
| <p>Nourish Project:</p> <p>Provision of employment services to support the delivery of the Nourishment Project for Early Nourishment CIC</p> | Early Nourishment CIC |
| <p>ASC Infection Control:</p> <p>To support VCSE good practice in infection control and support existing and emerging sector services providing practical support in the home.</p> | ASC DCC |
| <p>Natures Tonic</p> <p>Working with North Devon and Coastal AONB on a joint project to support and enable VCSE originations to explore the potential of using the natural environment to deliver their activities and services. NDVS hosted the member of staff. Project ended due to Covid-19</p> | DCC |
| <p>Grow Share Cook</p> <p>Applicant for a 'food' project to support the work of the Barnstaple Community Developer</p> | Live West |

12. Analysis of Assets

| | General Funds £ | Designated Funds £ | Restricted Funds £ | 2021 Total £ | 2020 Total £ | General Funds £ | Designated Funds £ | Restricted Funds £ |
|-----------------------|--------------------|-----------------------|-----------------------|-----------------|---------------|--------------------|-----------------------|-----------------------|
| Tangible Fixed Assets | 868 | | | 868 | 1,159 | 1,159 | | |
| Current Assets | 96,670 | 1,261 | 66,302 | 164,232 | 102,644 | 74,439 | 1,074 | 27,131 |
| Current Liabilities | (3,846) | | (6,133) | (9,979) | (10,483) | (8,300) | | (2,183) |
| | <u>93,690</u> | <u>1,261</u> | <u>60,169</u> | <u>155,121</u> | <u>93,320</u> | <u>67,298</u> | <u>1,074</u> | <u>24,948</u> |

Purpose of Designated Funds

NDVS has felt that it is prudent to provide for redundancy costs. The total estimated as at 31 March 2021 is £8,227 from which £7,153 is calculated as being the cost for those staff working for DASP (Restricted Funding) and is built into their ongoing budget. The remaining £1,261 represents those staff who are currently being funded from Unrestricted Funds.

Non-regular Costs

None have been recorded during 2020/21

13. Company Status

NDVS is a private company limited by guarantee and consequently does not have share capital.

Each director of the company is liable to contribute an amount not exceeding £10 towards the assets of the charitable company in the event of liquidation.

14. Post Balance Sheet Event

It should be noted that, at the date of preparation of the financial statements, the instability factor relating to the health emergency due to the spread of Coronavirus, should not be underestimated. There have been no adjusting events identified whilst preparing the accounts

The charity has reviewed the scenario and evaluated the management actions to mitigate the impact to their operations. The charity has adopted initiatives to safeguard the health of its people and actions aimed at maintaining operational activity. The repercussions on any adjustments to the financial statements are currently not determinable in light of the volatility of the scenario and the continuous evolution of the market, these will be reflected in the 2022 results.