

**Community Voluntary Action Ledbury & District**

**Report of the Trustees & Unaudited Financial Statements**

**For the year ended 31st March 2024**

**Registered company number: 07265811 (England & Wales)**

**Registered charity number 1137377**

Community Voluntary Action Ledbury District  
For the year ended 31st March 2024

## Contents

	Page
Report of the Trustees	1 to 5
Independent Examiner's report	4 to 5
Statement of Financial Activities	8
Balance Sheet	9
Notes to Financial Statements	10 - 22
Detailed statement of Financial Activities	23 - 24

## **REPORT OF THE TRUSTEES**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2024. The accounts have been prepared in accordance with the provisions applicable to the small companies regime and in accordance with FRS102 Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard (FRS) 102.

### **References and administrative details**

Registered company number: 07265811

Registered charity number: 1137377

### **Registered office**

4b Hill House  
Bye Street  
Ledbury  
HR82AA

### **Trustees**

The following Directors and Trustees served during the year:

Jane Salt (Chair)  
John Tallis (Treasurer)  
Graham Every  
Sue Millington-Jones  
David Elliston  
Bryan Spencer  
Heather Coppock

### **Independent Examiner**

Luke Keegan  
Chartered Management Accountant  
1A The Homend  
Ledbury

## **REPORT OF THE TRUSTEES (CONT)**

### **OBJECTIVES**

The principal objectives for the company in the period under review were to promote any charitable purposes for the benefit of the community of Ledbury and surrounding parishes; and in particular the advancement of education, the protection of health and relief of poverty distress and sickness.

Our current objectives are to:

- 1) Facilitate access to healthcare for those who have difficulty getting around
- 2) Support independent living for the elderly and disabled
- 3) Reduce loneliness un the elderly
- 4) Reduce rural isolation
- 5) Promote wellbeing in later life through volunteering

### **IMPACT REPORT**

#### **Facilitating access to healthcare**

Community Voluntary Action Ledbury & District (CVALD) runs the Ring & Ride volunteer car service for Ledbury and its surrounding villages. The service provides transport to people who do not have access to a car and cannot use public transport. In total, in 23-24, the service made 4,418 journeys, a 17% increase on 22-23.

The primary aim of the service is to help those that struggle with transport to get to medical appointments. In 23-24 the service took 345 people to 2,240 medical appointments, this compares to 306 people to 1,800 appointments in 22-23.

#### **Supporting Independent Living**

The charity provides a number of services aimed at helping the elderly and other vulnerable and disabled people to continue living independent lives in their own homes. These include:

- Ring & Ride transport for shopping and other day to day necessities such as hairdressers, bank and Post Office. During the year we took 68 people on 505 shopping journeys. We also took 38 people to 294 hairdressing appointments.
- Delivering food parcels to users of Ledbury Foodbank. We delivered 65 food parcels to 23 users in Ledbury .

#### **Reducing loneliness**

We know that 73% of our users are over the age of 75 and 65% live alone. We run a programme of minibus day-trips, pub lunches and other events designed to provide an easy way for our members to get out of the house and socialise.

During the year we ran 53 day trips, 24 pub lunches and 15 shopping trips. We also ran our first overnight-stay minibreak, which proved very popular. In total, 114 users went on one or more of these trips.



## **REPORT OF THE TRUSTEES (CONT)**

### **Combating rural isolation**

Twenty-five percent (120) of our registered members live in small villages and hamlets between two and eight miles outside of Ledbury and do not have access to a car. These villages have few amenities and very limited public transport. The Ring & Ride service, provide these people with an affordable and flexible transport option. We also run a weekly Community Bus serving a isolated Park Home retirement village.

### **Promoting wellbeing in later life through volunteering**

During 23-24 CVALD's services were delivered by 66 volunteers, 64 of whom are retired. In total, we estimate that these volunteers completed over 7,600 hours of service during the year. The Trustees extend their thanks to all the volunteers who

### **Fundraising**

During the year we received donations and grants from the following organisations whose invaluable support we gratefully acknowledge:

29th May 1961 Charitable Trust  
Albert Hunt Charitable Trust  
A N McKechnie Foundation  
Blakemore Foundation  
Edward Gostling Foundtion  
Eveson Trust  
Herefordshire Council  
Ledbury Town Council  
McCarthy Stone Foundation  
Robert McAlpine Foundation

### **Staff**

The Trustees would like to express their appreciation for the efforts of the staff team, who performed extremely well during a busy year.

**DECLARATIONS**

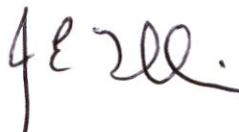
The company has taken advantage of the small companies exemption in preparing the report above.

The trustees declare that they have approved the Trustees' Report (including Director's report) above.



Jane Salt (Chair)

Date 2/10/24



John Tallis (Treasurer)

Date 2nd Oct. 2024

## **REPORT OF THE TRUSTEES (CONT)**

### **FINANCIAL REPORT**

For the year 23-24 the charity made a surplus of £7,393 (£24,170 in 22-23).

#### **Income**

The total income for 2023-24 was £232,548 a reduction of £8,460 on 22-23. While income from charitable activities increased by £17,859 this was offset by a decrease of £28,700 in grants and donations.

#### **Expenditure**

Total expenditure was £225,155 (£216,838 in 2022-23), an increase of £13,303. This was primarily due to increases in:

- volunteer driver expenses, in proportion to the increase in number of journeys);
- staff wages to address the increase in the cost of living.

#### **Reserves**

It is the policy of the trustees to maintain reserves as follows:

##### **Restricted funds**

These are funds ring-fenced by funders for specific projects/purposes and cannot be used for other purposes. At year end these restricted funds amounted to £62,934

##### **Unrestricted funds**

Unrestricted reserves are held for financing the future operation of the charity. These reserves are divided into designated reserves and the general fund.

**Designated Fund** - It is the policy of the Trustees to maintain sufficient designated reserves to cover all liabilities in the event the charity is wound up. At the end of the year the designated fund stood at £62,376.

**General Fund.** It is the policy of the Trustees to maintain sufficient general, unrestricted reserves to cover three months of expenditure, estimated £52,000. At year end, the general fund stands at £84,461 (£88,623 in 2022-23), bringing the total unrestricted reserves to £146,838 (£134,842 in 2022-23).

#### **Going concern**

The trustees have considered the financial position of the charity and concluded it is a going concern, remains solvent and is able to fulfil its financial commitments.

#### **Induction of new trustees**

On appointment the trustees receive a copy of the governing documents and Charity Commission documents regarding trusteeship. New trustees are briefed on the history, background and work of the charity.



## **Independent Examiner's Report to the trustees of Community Voluntary Action Ledbury and District Limited**

I report on the accounts for the year ended 31 March 2024 which comprise the Statement of Financial Activities, the Summary Income and Expenditure Account, the Balance Sheet and the related notes.

The charity's Trustees (who are also the Directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's Trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

### **Basis of the independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

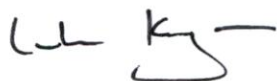
(1) which gives me reasonable cause to believe that, in any material respect, the requirements to: i) keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006, and ii) prepare accounts which accord with the accounting records, comply with the accounting principles of the Statement of Recommended Practice: Accounting and Reporting by Charities, have not been met

(cont)



**Independent examiner's statement (cont)**

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts be reached.



2nd October 2024

Luke Keegan, Chartered Management Accountant

1A The Homend  
Ledbury  
Herefordshire, HR8 1BN

**Statement of Financial Activities**  
**(including summary income and expenditure account)**

Recommended categories by activity	Notes	Unrestricted funds £	Restricted funds £	2024 £	2023 £
<b>INCOME</b>					
Donations and legacies	3	61,557	35,195	96,752	125,453
Charitable activities	3		85,562	85,562	67,703
Other trading activities	3	47,635	-	47,635	47,070
Investments	3	2,600	-	2,600	783
Separate material item of income	3	-	-	-	-
Other	3	-	-	-	-
<b>Total</b>		<b>111,791</b>	<b>120,757</b>	<b>232,548</b>	<b>241,008</b>
<b>EXPENDITURE</b>					
Raising Funds	4	6,468	-	6,468	5,509
Charitable activities	4	-	125,359	125,359	114,451
Other trading activities	4	43,651	-	43,651	51,461
Management, administration	4	49,678	-	49,678	45,417
<b>Total</b>		<b>99,797</b>	<b>125,359</b>	<b>225,155</b>	<b>216,838</b>
Transfers between funds		-	-	-	-
Net movement in funds		11,994	(4,601)	7,393	24,170
Reconciliation of funds :					
Total funds brought forward		134,844	67,535	202,379	178,208
Total Funds carried forward		146,838	62,934	209,772	202,378

Community Voluntary Action Ledbury District  
For the year ended 31st March 2024

**BALANCE SHEET**

	Notes	Unrestricted funds £	Restricted funds £	2024 £	2023 £
<b>Fixed Assets</b>					
Tangible assets	7	516	36,115	36,631	48,510
<b>Total Fixed Assets</b>		<b>516</b>	<b>36,115</b>	<b>36,631</b>	<b>48,510</b>
<b>Current Assets</b>					
Debtors	8	5,698	5,938	11,636	12,061
Cash at bank and in hand	9	150,212	26,245	176,457	153,249
<b>Total Current Assets</b>		<b>155,910</b>	<b>32,183</b>	<b>188,093</b>	<b>165,310</b>
Creditors amounts falling due within one year	10	(9,588)	(5,365)	(14,953)	(11,441)
<b>Net Current assets/(Liabilities)</b>		<b>146,322</b>	<b>26,818</b>	<b>173,140</b>	<b>153,869</b>
<b>Total assets less current liabilities</b>		<b>146,838</b>	<b>62,934</b>	<b>209,772</b>	<b>202,379</b>
<b>Funds of the Charity</b>					
Restricted income funds	12.2	-	62,934	<b>62,934</b>	67,535
Unrestricted funds	12.1	146,838	-	<b>146,838</b>	134,844
<b>Total funds</b>		<b>146,838</b>	<b>62,934</b>	<b>209,772</b>	<b>202,379</b>

Jane Salt  
Chair of Trustees

*J Salt*

Date 2/10/24

John Tallis  
Treasurer

*John Tallis*

Date

2/10/24

Community Voluntary Action Ledbury District  
For the year ended 31st March 2024

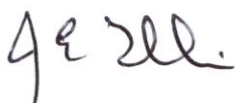
The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.

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 responsibilities for complying with the requirements of the Companies Act with respect to accounting records and preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

Signed by



John Tallis  
Treasurer

2/10/24



## NOTES TO FINANCIAL STATEMENTS

### Note 1 Basis of preparation

#### 1.1 Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with the Statamement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard appicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Financial Reporting Standard applicblle in the United Kingdom and Republic of Ireland (FRS102) and with the Charities Act 2011.

### Note 2 Accounting policies

#### 2.1 Income

##### Recognition of income

<b>Offsetting</b>	There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.
<b>Grants and donations</b>	Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP).In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP).
<b>Legacies</b>	Legacies are included in the SOFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the of the charity or have been met.
<b>Government grants</b>	The charity has received government grants in the reporting period

Community Voluntary Action Ledbury District  
For the year ended 31st March 2024

<b>Tax reclaims on donations and gifts</b>	Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.
<b>Contractual income and performance related grants</b>	This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.
<b>Donated goods</b>	<p>Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so.</p> <p>The cost of any stock of goods donated for distribution to beneficiaries is deemed to be fair value of those gifts at the time of their receipt and they are recognised on receipt. In the reporting</p> <p>Donated goods for resale are measured at fair value on initial recognition, which is the expected proceeds from sale less the expected costs of sale, and recognised in 'Income from other trading activities' with the corresponding stock recognised in the balance sheet. On its sale, the value of the stock is charged against "income from other trading activities"</p> <p>Goods donated for on-going use by the charity are recognised as tangible fixed assets and included in the SoFA as incoming resources when receivable.</p> <p>Gifts in kind for use by the charity are included in the SoFA as income from donations when receivable.</p>
<b>Donated services and facilities</b>	<p>Donated services and facilities are included in the SOFA when received at the value of the gift to the charity provided the value of the gift can be measured reliably</p> <p>Donated services and facilities that are consumed immediately are recognised as income with an equivalent amount recognised as an expense under the appropriate heading in the SOFA</p>
<b>Support costs</b>	The charity has incurred expenditure on support costs.
<b>Volunteer help</b>	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.



Community Voluntary Action Ledbury District  
For the year ended 31st March 2024

<b>Income from interest, royalties and dividends</b>	This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.
<b>Income from membership subscriptions</b>	<p>Membership subscriptions received in the nature of a gift are recognised in Donations and Legacies.</p> <p>Membership subscriptions which gives a member the right to buy services or other benefits are recognised as income earned from the provision of goods and services as income from charitable activities.</p>
<b>Settlement of insurance claims</b>	Insurance claims are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP) and are included as an item of other income in the SoFA.
<b>Investment gains and losses</b>	This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.
<b>2.2 Expenditure and Liabilities</b>	
<b>Liability recognition</b>	Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.
<b>Governance and support costs</b>	<p>Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.</p> <p>Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.</p>
<b>Grants with performance conditions</b>	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.

Community Voluntary Action Ledbury District  
For the year ended 31st March 2024

<b>Grants payable without performance conditions</b>	Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.
<b>Redundancy cost</b>	The charity made no redundancy payments during the reporting period.
<b>Deferred income</b>	There was deferred income due to trips being prepaid
<b>Creditors</b>	The charity has creditors which are measured at settlement amounts less any trade discounts
<b>Provisions for liabilities</b>	A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date
<b>Basic financial instruments</b>	The charity accounts for basic financial instruments on initial recognition as per paragraph 10.7 FRS102 SORP. Subsequent measurement is as per paragraphs 11.17 to 11.19, FRS102 SORP.
<b>2.3 Assets</b>	
<b>Tangible fixed assets for use by charity</b>	These are capitalised if they can be used for more than one year, and cost at least £100.00. They are valued at cost. The depreciation methods used are disclosed in Note 7.
<b>Investments</b>	<p>Fixed asset investments in quoted shares, traded bonds and similar investments are valued at initially at cost and subsequently at fair value (their market value) at the year end. The same treatment is applied to unlisted investments unless fair value cannot be</p> <p>Investments held for resale or pending their sale and cash and cash equivalents with a maturity date of less than 1 year are treated as current asset investments</p>
<b>Stocks and work in progress</b>	<p>Stocks held for sale as part of non-charitable trade are measured at the lower of cost or net realisable value.</p> <p>Goods or services provided as part of a charitable activity are measured at net realisable value based on the service potential provided by items of stock.</p> <p>Work in progress is valued at cost less any foreseeable loss that is likely to occur on the contract.</p>



Community Voluntary Action Ledbury District  
For the year ended 31st March 2024

**Debtors**

Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

**Current asset investments**

The charity has investments which it holds for resale or pending their sale and cash and cash equivalents with a maturity date less than one year. These include cash on deposit and cash equivalents with a maturity

Community Voluntary Action Ledbury District  
For the year ended 31st March 2024

**Note 3 Income**

	Unrestricted Funds £	Restricted Funds £	2024 £	2023 £
<b>Donations and grants</b>				
Donations and gifts	51,557	3,500	55,057	86,295
Grants from government	10,000	31,695	41,695	39,157
<b>Total</b>	<b>61,557</b>	<b>35,195</b>	<b>96,752</b>	<b>125,453</b>
<b>Charitable Activities</b>				
Membership Fees	-	5,898	5,898	4,957
Ring & Ride Trip fees	-	48,630	48,630	41,394
Community transport fees	-	31,034	31,034	21,351
Fundraising activities	-	-	-	-
<b>Total</b>	<b>-</b>	<b>85,562</b>	<b>85,562</b>	<b>67,703</b>
<b>Trading activities</b>				
School transport	47,635	-	47,635	47,070
Other	-	-	-	-
<b>Total</b>	<b>47,635</b>	<b>-</b>	<b>47,635</b>	<b>47,070</b>
<b>Income from investments</b>				
Bank Interest	2,600	-	2,600	783
<b>Total Income</b>	<b>111,791</b>	<b>120,757</b>	<b>232,548</b>	<b>241,008</b>

Community Voluntary Action Ledbury District  
For the year ended 31st March 2024

**Note 4 Expenditure**

<b>Analysis of Expenditure</b>	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Expenditure on raising funds</b>				
Incurred seeking donations	6,468	-	6,468	5,509
<b>Total expenditure on raising funds</b>	<b>6,468</b>	<b>-</b>	<b>6,468</b>	<b>5,509</b>
<b>Expenditure on charitable activities</b>				
Ring & Ride	-	84,774	84,774	73,897
Community Transport	-	40,584	40,584	23,846
Other Charitable activities		-	-	16,707
<b>Total expenditure on charitable activities</b>	<b>-</b>	<b>125,359</b>	<b>125,359</b>	<b>97,743</b>
<b>Other trading activities</b>				
Expenditure on school Contracts	43,651	-	43,651	51,461
<b>Other</b>				
Management/administration	49,678	-	49,678	45,417
<b>Total Expenditure</b>	<b>99,797</b>	<b>125,359</b>	<b>225,155</b>	<b>216,838</b>

**Note 5 Staff Cost**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Wages & Salaries (InC NI)	120,030	110,477
Pension costs	2,092	1,757
<b>Total</b>	<b>122,122</b>	<b>112,234</b>

The charity considers its key management personnel comprised the General Manager and the Finance Officer. The total employment benefits including employer pension contributions of the key management personnel were £57,675 (2023 £52,042)

	<b>2024</b>	<b>2023</b>
Charitable activities	2	2
Management/administration	2	2
Other trading activities	2	2
	<b>6</b>	<b>6</b>

No employees received emoluments in excess of £60,000

Community Voluntary Action Ledbury District  
For the year ended 31st March 2024

**Note 6 Details of certain types of expenditure**

	2024	2023
	£	£
Independent examiners fee	528	480
Advisory fees		119
Legal Fees	-	-

**Note 7 Tangible Fixed assets**

<b>7.1 Cost or valuation</b>	Plant & machinery	Fixtures & fittings	Motor Vehicles	Computer equipment	Total
	£	£	£	£	£
As at 1st April 2023	-	1,612	196,804	10,647	209,063
Additions	-	-	385	149	534
Disposals	-	-	-	-	-
As at 31st March 2024	-	1,612	197,189	10,796	209,597
<b>7.2 Depreciation &amp; impairments</b>					
As at 1st April 2023		990	149,225	10,337	160,552
Depreciation 23-24	-	172	11,848	393	12,413
Depreciation disposals	-	-	-	-	-
As at 31st March 2024	-	1,162	161,074	10,730	172,966
<b>Net book value</b>					
As at 31st March 2023	-	622	47,579	309	48,510
As at 31st March 2024	-	450	36,115	66	36,631

**Basis for depreciation**

Motor vehicles	25% reducing balance
Plant & machinery	10% straight line
Computer equipment	33% straight line



Community Voluntary Action Ledbury District  
For the year ended 31st March 2024

**Note 8 Debtors and prepayments**

**8.1 Analysis of debtors**

	2024	2023
	£	£
Trade debtors	11,719	12,069
Prepayments and accrued income		-
Bad debt provision	-	70
Other debtors	-	61
<b>Total</b>	<b><u>11,719</u></b>	<b><u>12,061</u></b>

**Note 9 Cash at bank and in hand**

Short term deposits	-	-
Cash at bank and on hand	176,457	153,249
Amounts released to income from previous periods	-	-
<b>Balance at 31st March 2023</b>	<b><u>176,457</u></b>	<b><u>153,249</u></b>

**Note 10 Creditors and accruals**

	Amounts falling due within one year		Amounts falling due after more than 1 year	
	2024	2023	2024	2023
Bank loans and overdrafts	-	-	-	-
Trade creditors	5,365	6,859	-	-
Other creditors	197	16	-	-
Taxation and social security	3,548	3,449	-	-
VAT	2,392		-	-
Pension contributions	2,971	456	-	-
Accruals	480	480	-	-
Deferred income		181	-	-
<b>Total</b>	<b><u>14,953</u></b>	<b><u>11,441</u></b>	<b><u>-</u></b>	<b><u>-</u></b>

**Note 11: Deferred Income**

	2024	2023
Balance at at the start of the reporting period	181	185
Amounts added in current period		181
Amounts released to income from previous period	(181)	(185)
<b>Balance at at the end of the reporting period</b>	<b><u>0</u></b>	<b><u>181</u></b>

Community Voluntary Action Ledbury District  
For the year ended 31st March 2024

**Note 12 Charity funds**

**12.1 Details of material funds held and movements during the period**

	31.03.23	Movement in	Movement out	Transfer between funds	31.03.24
<b>Unrestricted</b>					
General fund	88,623	111,791	(99,797)	(16,156)	84,461
Designated fund	46,220			16,156	62,376
	<u>134,843</u>	<u>111,791</u>	<u>(99,797)</u>		<u>146,838</u>
 <b>Restricted</b>					
Ring & Ride	5,954	85,635	(83,628)	3,383	11,344
Ring & Ride vehicle	4,586	-	(1,147)	0	3,439
Community Transport	28,566	31,622	(35,670)	2,133	26,650
DOT grant	20,800		(4,914)		15,886
Herefordshire Community Foundation	881	-		0	881
Hereford Council Refugee Transport grant	6,748	-	-	(2,016)	4,732
McCarthy Stone Grant		3,500		(3,500)	-
	<u>67,535</u>	<u>120,757</u>	<u>(125,359)</u>	<u>-</u>	<u>62,934</u>
	<u>202,378</u>	<u>232,548</u>	<u>(225,156)</u>	<u>-</u>	<u>209,772</u>

Community Voluntary Action Ledbury District  
For the year ended 31st March 2024

**12.2 Details of material funds held and movements during the previous reporting period**

	31.03.22	Movement in	Movement out	Transfer between funds	31.03.23
	£	£	£	£	£
<b>Unrestricted</b>					
General Fund	65,400	124,378	(102,387)	1,232	88,623
Designated Fund	47,452	-	0	(1,232)	46,220
	<u>112,852</u>	<u>124,378</u>	<u>(102,387)</u>	<u>0</u>	<u>134,843</u>
<b>Restricted</b>					
Ring & Ride	1,283	78,316	(73,897)	252	5,954
Ring & Ride Vehicle	6,115	-	(1,529)	-	4,586
Community Transport	30,868	21,544	(23,846)	-	28,566
DOT Mnibus grant	26,209	-	(5,409)	-	20,800
Herefordshire Community Foundation	881	-	0	-	881
National Lottery	-	9,770	(9,770)	-	-
Herefordshire Council Refugee Grant		7,000		(252)	6,748
	<u>65,356</u>	<u>116,630</u>	<u>(114,451)</u>	<u>-</u>	<u>67,535</u>
	<u>178,208</u>	<u>241,008</u>	<u>(216,838)</u>	<u>0</u>	<u>202,378</u>

Community Voluntary Action Ledbury District  
For the year ended 31st March 2024

### 12.3 Designated funds

Purpose of designation	Amount
<b>Winding up costs</b>	£
Satutory redundancy & notice	20,619
Two months wages	18,186
Lease	22,000
Legal fees	1,000
Creditors	571
<b>Total</b>	<b>62,376</b>

### Note 13 Transactions with trustees and related parties

#### 13.1 Trustee remuneration

Two trustees were employed as temporary, part-time minibuss drivers to cover for two periods of absence of one of the paid minibuss drivers

Trustees employed as temporary, part-time minibuss drivers

	2024	2023
G Every	63	1,197
J Tallis	127	423
<b>Total</b>	<b>190</b>	<b>1,620</b>

#### 13.2 Trustees' mileage expenses

Five Trustees were paid mileage expenses as volunteer drivers

	2024	2023
	£	£
Volunteer driver mileage	5,502	3,543
Number of trustees paid	5	5

### 13.3 Transaction with related parties

#### Note 14 Members' guarantee

The company is limited by guarantee and has no share capital. Every member of the company undertakes to contribute to the assets of the company, in the event of it winding up, such an amount as may be required, not exceeding £10.00.

#### Note 15 Company details

Community Voluntary Action Ledbury & District, is a private company limited by guarantee, incorporated in England & Wales, registered no. 07265811. The registered address is 4b Hill House, Bye Street, Ledbury, Herefordshire HR8 2AA.



**Community Voluntary Action Ledbury District**

**For the year ended 31st March 2024**

**Detailed statement of financial activities**

Recommended categories by activities

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2024</b>	<b>2023</b>
<b>INCOME</b>				
<b>Donations and grants</b>				
Donations	51,557	3,500	55,057	93,295
Grants	10,000	31,695	41,695	32,157
	<u>61,557</u>	<u>35,195</u>	<u>96,752</u>	<u>125,452</u>
<b>Investment income</b>				
Bank Interest	2,600	-	2,600	783
<b>Charitable Activities</b>				
Ring & Ride	-	54,528	54,528	46,159
Community Transport	-	31,034	31,034	21,544
Fundraising activities	-	-	-	-
	<u>-</u>	<u>85,562</u>	<u>85,562</u>	<u>67,703</u>
<b>Other activities</b>				
School transport	47,635	-	47,635	47,070
Other income	-	-	-	-
	<u>47,635</u>	<u>-</u>	<u>47,635</u>	<u>47,070</u>
<b>Total incoming resources</b>	<b><u>111,791</u></b>	<b><u>120,757</u></b>	<b><u>232,548</u></b>	<b><u>241,008</u></b>
<b>EXPENDITURE</b>				
<b>Raising funds</b>				
Wages	6,162		6,162	5,228
Pensions	150		150	124
Postage and stationery	156		156	157
	<u>6,468</u>	<u>-</u>	<u>6,468</u>	<u>5,509</u>
<b>Charitable and Trading Activities</b>				
Wages	25,430	44,478	69,908	68,885
Pensions	214	854	1,068	848
Rates and water	281	343	623	426
Insurance	383	766	1,149	1,025
Light and Heat	399	488	887	917
Advertising	-	1,269	1,269	1,837
Training and workshops	-	1,719	1,719	118
Rent	5,054	6,177	11,230	10,038
Motor and travel	10,805	9,982	20,787	25,348
Day trip costs	-	6,701	6,701	2,293
Subscriptions	-	-	-	120
DBS checks	-	249	249	217
Computer system	-	1,170	1,170	2,262
Health and safety	249		249	201
R&R driver payments	-	40,663	40,663	34,541
Premises expenses	44	13	58	1,444
Bad debts	47		47	70
Vehicles depreciation	6,454	5,395	11,848	15,798
	<u>49,360</u>	<u>120,266</u>	<u>169,626</u>	<u>166,387</u>

## Community Voluntary Action Ledbury District

For the year ended 31st March 2024

**Detailed statement of financial activities (cont.)****Recommended categories by activities**

	Unrestricted funds £	Restricted funds £	2024 £	2023 £
<b>Support Costs / Overheads allocation</b>				
Wages	39,124	-	39,124	36,364
Pensions	874	-	874	785
Telephone/internet	386	386	772	652
Postage and stationery	108	2,970	3,079	2,904
Sundries	1	66	67	135
Computer system	1,170	-	1,170	227
Subscriptions	310	-	310	35
Welfare/refreshments	572	107	679	919
Cleaning	29	35	65	83
Travel	75	-	75	217
Bank charges	184	1,245	1,429	1,306
Recruitment expenses	-	-	-	84
Consultancy fees	35	-	35	154
Office Equipment depreciation	282	282	565	538
Exceptional items			-	-
	43,151	5,092	48,243	44,402
<b>Governance costs</b>				
Accountancy Fees	300	-	300	-
Examination Fees	480	-	480	480
AGM expenses	39	-	39	59
Legal Fees			-	0
	819	0	819	539
Total resources expended	99,797	125,359	225,155	216,838
Net Income/Expenditure	11,994	(4,601)	7,393	24,170