

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

England & Wales · Charity number 1141274

Details

Other names	VASL
Status	Registered
Legal form	Charitable company
Company number	07517828
Registered	2011-04-08
Register	View on the Charity Commission register

Contact

Address	First Floor The Old Bank 40 The Square Market Harborough Leicestershire LE16 7PA
Phone	01858433232
Email	admin@vasl.org.uk
Website	www.vasl.org.uk

Activities

Objects: (1) To promote any charitable purposes for the benefit of the community, principally but not exclusively in the local government area of Harborough and wider Leicestershire (herein called the 'area of benefit') and, in particular, to develop services which enhance the well-being of people who are in a situation of need, hardship or distress, or who are aged or sick. Such support services include, but are not limited to, support for carers of all ages, social transport, and mental health support. (2) To provide high quality services in response to identified need, actively involving volunteers and working in partnership with third sector, statutory and other relevant bodies in the achievement of the above purposes within the area of benefit.

Activities: To promote any charitable purposes for the benefit of the community, principally but not exclusively in the local government area of Harborough and wider Leicestershire herein called the area of benefit and, in particular, to develop services which enhance the wellbeing of people who are in a situation of need, hardship or distress, or who are aged or sick.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, Disability, Economic/community Development/employment, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

Geography

- Leicestershire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£586,776	£606,465	£315,151	18
2024-03-31	£555,636	£595,519	£334,840	19
2023-03-31	£539,875	£545,058	£374,723	18
2022-03-31	£537,190	£519,572	£379,906	20
2021-03-31	£517,203	£468,939	£362,288	20

Trustees

Name	Role	Appointed
Linda Jones	Chair	2011-09-21
Angela Karen Holdsworth Treasurer		2024-05-13
Jonathan Jackson		2025-03-31
KATE FRANCES JANE GODBER		2015-11-30
Lauren Woolley		2024-03-20
Suzanne Packer		2020-10-27

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

England & Wales - Charity number 1141274

Accounts

Registered Charity Number: 1141274

Company Number: 07517828

**Voluntary Action South Leicestershire
(a charitable company limited by guarantee)**

ANNUAL REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31 March 2025

Voluntary Action South Leicestershire

REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

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**Voluntary Action South Leicestershire
Company Information
For the year ended 31 March 2025**

Trustees:

Linda Jones (Chair)
Richard Clarke
Kate Godber
Angela Holdsworth
Jonathan Jackson
Suzanne Packer
Lauren Woolley

Charity Manager & Company Secretary

Julia Synnott

Company Number

07517828 (England and Wales)

Charity Number

1141274

Registered Office

1st Floor Torch House
Torch Way
Northampton Road
Market Harborough
Leicestershire
LE16 9HL

Auditors:

Edward Thomas Peirson & Sons
Chartered Accountants
21 The Point
Rockingham Road
Market Harborough
Leicestershire
LE16 7NU

Bankers:

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

HR Advisers:

Peninsula Business Services Ltd
Riverside
New Bailey Street
Manchester
M3 5PB

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

The Trustees present their Report, which includes the Directors' Report required by company law, together with the Financial Statements of the charitable company ("the charity") for the year ended 31 March 2025

REFERENCE AND ADMINISTRATIVE DETAILS

Charity Name

The charity's formal name is Voluntary Action South Leicestershire but it is also known, and frequently referred to, as VASL.

Statutory information

Information regarding the charitable company's registration numbers, registered office, current trustees, senior manager and other advisers is set out at Page 1 to the financial statements.

Directors/Trustees and Management

The directors of the charity are also its trustees for the purpose of charity law and throughout this report and financial statements are referred to collectively as the Trustees or the Board. Those who have served in this capacity during the period covered by the financial statements are as follows: –

Chair:	Linda Jones CBE	
Treasurer:	Angela Holdsworth	Appointed 13 May 2024
	Brian Shayanewako	Resigned 25 September 2024
Other trustees:	Richard Clarke	
	Hazel Cook	Resigned 22 April 2024
	Kate Godber	
	Howard Grant	Resigned 31 December 2024
	Suzanne Packer	
	Lauren Woolley	

Following the end of the financial year, on 1 April 2025, Jonathan Jackson was appointed as an additional director/trustee.

The Trustees are also the members of the company.

Company Secretary &
Charity Manager: Julia Synnott

OBJECTIVES AND ACTIVITIES

Objects

The charity's objects, as set out in the Articles of Association of the charitable company, are:

- to promote any charitable purposes for the benefit of the community, principally but not exclusively in the local government area of Harborough and wider Leicestershire (herein called the 'area of benefit') and, in particular, to develop services which enhance the well-being of people who are in a situation of need, hardship or distress, or who are aged or sick. Such support services include, but are not limited to, support for carers of all ages, social transport, and mental health support; and

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

OBJECTIVES AND ACTIVITIES (continued)

- to provide high quality services in response to identified need, actively involving volunteers and working in partnership with third sector, statutory and other relevant bodies in the achievement of the above purposes within the area of benefit.

Aims and strategies

In satisfaction of these objects our aims are to:

- develop services which enhance the wellbeing of people who are in particular need of support;
- use and value the important contribution of volunteers in all our services;
- be proactive and reactive to local needs;
- encourage and promote social inclusion; and
- continually learn, improve and innovate as an organisation.

Our mission is to improve and enrich the lives of people in our community by providing services and volunteer facilitated activities with strategic objectives of:

- meeting community needs;
- ensuring sustainable growth; and
- achieving organisational excellence

Our vision is to cement our position as the lead 3rd sector organisation in Harborough District and a major provider of services across the county.

Our success is reliant on all trustees, staff and volunteers applying our key values of:

- Respect – treating everyone with dignity and fairness
- Equality of opportunity – recognising and welcoming diversity
- Openness – in the way we work
- Responsiveness – to the needs of the community
- Collaboration – working with others to achieve joint aims

Activities and Projects

The principal projects and activities with which we have been involved in the year are detailed below.

1. Support for Carers Leicestershire

Support for Carers continues to support Carers across Leicestershire is completing year 3 of funding with a plus 1 from November 2025. The Hospital Discharge Scheme returned in February 2025 and we continue to work with Leicestershire County Council on upcoming projects. We are in regular contact and have a strong working relationship. The team continue to develop new ways to support carers and assist with Assessments and help with Government support.

Our Energy Advice Service sits within the Team, and ends on the 30th September 2025. There is no further funding available to continue the project.

2. Young Carers

The Young Carers project was transferred to another local charity, Harborough Young People and Childrens Charity (HCYC) in July 2022. However, VASL remains a partner, providing volunteer drivers and escorts for the young carers to attend fortnightly groups.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

OBJECTIVES AND ACTIVITIES (continued)

Activities and Projects(continued)

3. Community Champions

Community Champions is a hybrid project and offers our clients and volunteers a real range of life and online connection experiences.

Befriending through home visits, telephone calls and letter writing have continued. There have been regular learning events including a volunteer-led session on bladder health. Other topics covered include 5 Ways to Well-being, Bereavement, Safeguarding, and Self Care. Two “Next Steps” courses have taken place, (volunteer-led), resulting in clients going to more community events and making new connections. Two clients also launched a card playing group.

We have enjoyed bringing volunteers together again for face-to-face connection through VASL celebrations and project socials, and there have been monthly Community Gatherings for clients.

Digital support sessions have been taking place monthly at Market Harborough and Lutterworth libraries and monthly mini zooms led by volunteers are enjoyed by clients. This project has grown and we are now working with clients and local GP Surgeries to enable clients to use the NHS App to order repeat prescriptions.

4. VASL Transport

Our Transport project continues to grow and we have over 45 active drivers who are able to take clients without access to a car to and from vital Hospital Appointments. The service helps with isolation and clients are able to relax knowing they have a trained volunteer waiting to take them home. There is a huge need for this service and we are grateful for the continued support from Leicestershire County Council. Day trips are also organised throughout the year using the Community Bus service and are always sold out. The project is now cashless and clients are able to pay for journeys online or over the phone.

5. Wellbeing Befriending

Liz McMillan is the project Manager. We have seen an increase in referrals from external sources and also from within our projects at VASL. Volunteers continue to support a variety of clients with a wide range of needs with weekly telephone befriending calls. Group meetings have also increased and are very popular offering Mental Health support and mindful activities.

Volunteer led Wellness Cafes have been, and continue to be, a huge success. This project is funded until the end of December 2025 and applications for further funding will be made.

6. Volunteering

As an organisation, we continue to provide quality volunteering opportunities, with excellent training and support. Volunteering in the community continues to be vital to the projects and services we provide.

VASL volunteering opportunities are publicised and promoted on a regular basis and we hold the Investing in Volunteers Accreditation, which is a recognised quality mark for volunteer involving organisations.

Our Volunteers are committed to giving their time to VASL and we continue to support them. We have had Christmas and Summer Volunteer recognition events for all to meet and to give the Charity Manager an opportunity to thank them for the work they do.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

OBJECTIVES AND ACTIVITIES (continued)

Activities and Projects(continued)

7. Representation and Engagement

VASL continues to sit on key forums and engagement groups throughout Harborough District, and wider Leicestershire. We are regularly consulted by Health and Social Care to help identify and shape services that support our client groups and the wider community. We continue to have a close working relationship with Harborough District Council, and Leicestershire County Council.

We have developed, and strengthened, our relationships with Health through the newly formed Primary Care Networks.

The Charity Manager is on a Steering Group for a VCSE Collaboration. We invite key organisations to events throughout the year with guest speakers and workshops to develop strength in Volunteer led organisations. This Alliance has been able to contact key funders and discuss the continued impact we have on the community.

NHS England has developed an ICB Board to work directly with the Voluntary Sector to support key needs in the community, and VASL's Charity Manager is on the steering group.

Public Benefit

The Trustees are pleased to confirm that they have referred, and continue to refer, to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

ACHIEVEMENTS AND PERFORMANCE

At the beginning of the year the Trustees set the following strategic priorities for 2024/25:

Organisational

- To undertake a review of VASL's budget to ensure it reflects the income and needs of the organisation to most effectively deliver our services.
- To keep under review VASL's office requirements to ensure the effective delivery of services, provide value for money and stay within budget. A new premise has been secured and following renovations we are hoping to relocate during November 2025.

Project based

- To ensure the requirements of the new contract for Support for Carers is achieved in the most effective and cost-effective ways.
- To further develop the Wellbeing Befriending Service, subject to a successful funding application.
- To continue to identify gaps in provision and opportunities to develop new services, or within existing ones, to meet them. Consider how our projects can help to reduce the impact on our clients of the cost of living crisis. Implement and review the Dementia Guardians Project.
- To recruit additional volunteers across all of the projects, providing good induction, training and support aimed at providing quality services and retention of volunteers.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

ACHIEVEMENTS AND PERFORMANCE (continued)

VASL continued to thrive throughout 2024/25. All projects have successfully continued to grow, support Volunteers and Clients and meet funding targets.

A new Strategic Plan for 2025-2028 was developed and approved.

We have continued to raise our presence within the local community and have had fund raising events with local businesses.

We have a good relationship with Market Harborough and The Bowden's Charity and meet regularly.

VASL continues to have the Investing in Volunteers and Trusted Charity Mark level 2.

VASL won County Charity of the Year at the VAL Awards in October 2024

The Board of Trustees, led by Linda Jones, continued to oversee and support the everchanging developments of VASL. During the year we have recruited two new Trustees and two have stood down.

VASL is a highly successful, well run and financially secure charity and is in an excellent position to face the necessary changes during the coming year. We have been able to secure a further 3 years funding for the Community Champions project from the National Lottery (75%) and The Market Harborough and The Bowdens Charity (25%).

We are, as ever, most grateful to all of those who have provided funds to support our work throughout 2024/25. The funding that we have received has ranged from individual donations and one-off pots of funding from individuals, community groups and businesses to larger grants from organisations including:

- Leicestershire County Council,
- Harborough District Council,
- Charnwood Borough Council
- Market Harborough and the Bowden's Charity,
- National Lottery Community Fund,
- Masonic Charitable Trust,
- Leicestershire Partnership NHS Trust.
- The Energy Savings Trust

The difference we have made

The Table below summarises the difference VASL made in our Communities during 2024/25

Community	Total Individuals	How Have They Benefited?
Carers across Leicestershire	4233 individual family carers supported.	• Carer helpline (Monday - Friday, 9am – 5pm) • Online support through website, Facebook, Twitter • Support group sessions delivered to share experiences and enjoy social time. • County-wide Forum events • Newsletters provided information and contacts • Telephone befriending

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

Community	Total individuals	How Have they Benefited?
Isolated Older People	164	• Social support – Community Champions • Befriending, digital & telephone support, pen pals • 109 events and gatherings
People needing help with transport	3,371	• Passenger journeys
People needing support with their Mental Health	49	• Information • Advice and Navigation • One to One Support • Befriending
Volunteers	7 VASL Trustees 153 VASL Volunteers	• Supporting all VASL Projects and governance of the organisation
Community Groups in Harborough		• Local Groups encouraged to attend Community Networking events • Ad Hoc support
The Business and Public Sectors	We worked with many different organisations including: • Leicestershire County Council • Harborough District Council • NHS community mental health teams • Leicestershire PCN's • CCG's • LLILT Group • Healthwatch • Local schools, libraries, adult learning • GP practices across Leicestershire • Primary Care Networks • Parish Councils • Schools/Education Establishments	• Worked in partnership with VASL to support their customers and share knowledge and ideas • Raised their community profile • Engaged with businesses

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

Community	Total Individuals	How Have They Benefited?
Charities/Third Sector/Grant Makers	We worked with many different charities including: • Market Harborough Bowdens Charity • Harborough FM • LLR Community Foundation • Big Lottery • Children In Need • Age UK • LAMP • Dementia Harborough • Befriending Network • Community Transport Association • Alzheimer's Society • Sustainable Harborough • HCYC • The Cube Youth Centre • LOROS • Voluntary Action Leicestershire	• Met their charitable aims by awarding grants to VASL for project activity • Took referrals for services from VASL staff • Attended VASL forums • Consulted on project development
The Wider Community		• Support for Carers Leicestershire website provides information and support • VASL website provides information, support and access to services

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

FINANCIAL REVIEW

Financial Performance

The financial period covered by the accounts and this report was a 12-month period from 1 April 2024 to 31 March 2025. The annual income was £586,776 (2024: £555,636) and the total costs were £606,465 (2024: £595,519). This resulted in a net deficit of £19,689 (2024: Deficit £39,883). There was a £18,163 surplus in unrestricted funds (2024: Surplus £3,670) and a £37,852 deficit in restricted funds (2024: Deficit £43,553).

VASL continues to operate in a period of considerable financial uncertainty in relation to core funding from statutory bodies and project funding from other agencies. In view of this the Trustees considered it prudent to retain a designated financial reserve of £105,504 to cover contingencies (see Policy on reserves below).

Policy on cost recovery

In undertaking a grant funded project, VASL aimed to apply the principles of Full Cost Recovery. That is, it is recognised that each project undertaken by VASL was supported by a central organisation whose costs must be covered by the organisation as a whole. Each project had therefore to contribute its share of the central cost.

Accordingly, except where there was an explicit agreement with the funder on the amount of grant which was to be applied to central costs, an overheads charge was levied in proportion to the staff time devoted to the project. These charges were calculated as part of the annual budgeting process, and were applied in the accounts as inter-fund transfers.

Policy on reserves

VASL's policy on reserves has been designed to protect it from uncertainties in funding from statutory and grant making bodies, and other financial risks. Its aim is to ensure that there are sufficient funds to meet all its contractual obligations and to continue in operation until there has been time to reorganise to meet the contingency.

The Trustees agreed that:

- a) The VASL Board would continue to designate funds in its accounts to be its adversity and financial reserves.
- b) No expenditure of money from these reserves could be committed for any purpose except by explicit decision of the board. In so deciding, the board would consider whether, when and how the reserve could be replenished.
- c) The core fund operational reserves should be designated for business development costs to cover delivery of the strategic plan.
- d) The financial reserves and business development reserves should be invested in three interest-bearing instant access accounts to a maximum of £85,000 in each (as per previous FSA guidelines re risk).

The VASL board reviewed its financial risks and decided to carry forward a designated adversity reserve of £20,000 and a designated financial reserve of £105,504 comprising:

Three months' core running costs	£50,000
Negative cash flow in run down situation	£25,000
Reserve for possible redundancy costs	£30,500

Unrestricted reserves which have not been designated amounted to £87,562 at 31 March 2025 and the Board considers that these are at an acceptable level for the day to day operating requirements of the charity. The aggregated reserves of restricted income funds amounted to £102,085, which is in line with the expectation of the Board. This reflects the receipt of grants in advance of incurring the associated expenditure in respect of projects which cover more than one financial year.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

PLANS FOR FUTURE PERIODS

A new Strategic Plan for 2025-28 has been developed and approved which will incorporate views and opinions from our clients, volunteers, staff, trustees, funders and strategic partners.

The Strategic Plan acknowledges that we need to continue to support our staff and volunteers and maintain the standards of our current funded projects. We will continue to identify gaps in provision and opportunities to develop new services, or make developments within existing ones, to meet them. We will consider how our projects can help to reduce the impact on our clients of the cost of living crisis.

We will continue to develop new partnerships and are looking to develop further support for those suffering from the effects of Dementia. We want to continue to recruit more Volunteers, provide them with the training and support they need, and retain them to help deliver our quality services. This has been proven with our success in the Investing in Volunteers re-accreditation.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution and Governing Document

The charity was incorporated on 4 February 2011 as a company limited by guarantee (Company Number 07517828), not having a share capital, and is governed by its Memorandum and Articles of Association of that date, as amended on 18 March 2019. It was registered as a charity by the Charity Commissioners for England and Wales on 8 April 2011 (Registered Number 1141274).

Each of the members has agreed to contribute the sum of £1 in the event of the charity being wound up.

Appointment of trustees

Trustees are nominated from persons who through residence, occupation, employment or otherwise have special knowledge of the area of benefit, or who are otherwise able, by virtue of their personal or professional qualifications, to make a significant contribution to the pursuit of the objects or the management of the charity.

Trustee induction and training

New trustees are briefed on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the company. During the briefing they are also given a tour of the charity's premises and are introduced to the employees and other trustees. All trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

Organisational Structure

The Trustees hold formal meetings every eight weeks and have elected a Chair, Secretary and Treasurer from their number. The Trustees are responsible for setting the strategic direction of the charity and have delegated day to day decisions concerning its operation to Julia Synnott the Charity Manager.

Arrangements for setting staff pay

Staff pay, including that of the senior manager, reflects the level of responsibilities of the posts and is benchmarked with similar sized voluntary and community sector organisations. Cost of living increases take into account inflation and levels awarded for public and voluntary sector organisations. These decisions are taken by the full Board of Trustees on the recommendation of the Board's Human Relations subcommittee.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)

Risk management

The Trustees keep the charity's activities under regular review in order to identify the opportunities available to the charity and the risks to which it is exposed. Where risks are identified, for example in relation to fraud, systems and procedures are established and implemented to mitigate those risks identified and to minimise their impact should they materialise.

In particular, the Trustees recognise that the charity is a service organisation and that one of the principal risk that it faces, in attempting to fulfil its aims and objects, is that its standard of service falls short of that which might reasonably be expected by users. As a result, we have implemented a quality assurance policy statement based on the Trusted Charity Mark, Level 2 (previously Pqasso). This defines the benchmarks for standards throughout the Voluntary Sector and comprehensive arrangements to monitor progress in implementing and adhering to these standards.

In addition, we are committed to providing training programmes to staff and volunteers to assist them in all areas of activity in which they are likely to become involved in the operation of the charity.

FUND-RAISING STANDARDS INFORMATION

The charity does not carry out significant fundraising activities.

TRUSTEES' RESPONSIBILITIES STATEMENT

The Trustees (who are also Directors of VASL for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 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 charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

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

Voluntary Action South Leicestershire

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

PREPARATION OF REPORT

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD

A handwritten signature in black ink, appearing to read 'L Jones'.

Linda Jones CBE
Chair
Dated 29 September 2025

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF VOLUNTARY ACTION SOUTH LEICESTERSHIRE

Opinion

We have audited the financial statements of Voluntary Action South Leicestershire for the year ended 31 March 2025 which comprise the Statement of Financial Activities (including Income and Expenditure Account), the Balance Sheet, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 ‘‘The Financial Reporting Standard applicable in the UK and Republic of Ireland’’ (United Kingdom Generally Accepted Accounting Practice)

In our opinion the financial statements:

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

Basis for opinion

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

Conclusions relating to going concern

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

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

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

Other information

The other information comprises the information included in the trustees’ annual report, other than the financial statements and our auditor’s report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF VOLUNTARY ACTION SOUTH LEICESTERSHIRE (continued)

Other information (continued)

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on other matters prescribed by the Companies Act 2006

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

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

Matters on which we are required to report by exception

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

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

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

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement set out on page 12, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF VOLUNTARY ACTION SOUTH LEICESTERSHIRE (continued)

Auditor's responsibilities for the audit of the financial statements

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

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

- the engagement partner ensured that the engagement team collectively had the appropriate experience, competence, capabilities and skills to identify or recognise non-compliance with laws and regulations;

- through discussions with the trustees and other management, and from our commercial knowledge of the charitable company's multiple activities and objectives, we identified the laws and regulations applicable to the charitable company and focused on specific laws and regulations which we considered may have a direct material effect on the financial statements and operations of the charitable company. These included company law, employment legislation; and

- we remained alert to instances of non-compliance throughout the audit and assessed the extent of compliance through discussions with management and examination of documentation.

We assessed the susceptibility of the company's financial statements to material misstatement and obtained an understanding of how fraud might occur by:

- making enquiries of management as to where they considered there was a susceptibility to fraud and their knowledge of any actual, suspected or alleged fraud; and

- considering the internal controls in place to mitigate the risk of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify unusual or unexpected relationships;

- reviewed the nominal ledger and, specifically, journal entries to identify large or unusual transactions and investigated them; and

- we assessed the extent to which accounting entries relied on a high degree of judgement and/or estimation.

In response to the risk of irregularities and non-compliance with laws and regulations we designed procedures which included:

- agreeing financial statement disclosures to supporting documentation;

- reading minutes of trustees' meetings, relevant regulators and any of the company's professional advisers;

- performing substantive procedures on material balances and transactions; and

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF VOLUNTARY ACTION SOUTH LEICESTERSHIRE
(continued)**

Auditor's responsibilities for the audit of the financial statements (continued)

- enquiring of management as to actual and potential litigation and claims.

There are inherent limitations in our audit procedures outlined above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the Trustees and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment and/or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

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

Callum Veasey (Senior Statutory Auditor)
For and on behalf of: Edward Thomas Peirson & Sons
Statutory Auditor
Chartered Accountants
21, The Point
Rockingham Road
Market Harborough
Leicestershire
LE16 7NU

2025

Voluntary Action South Leicestershire

STATEMENT OF FINANCIAL ACTIVITIES (Including Income & Expenditure Account) FOR THE YEAR ENDED 31 MARCH 2025

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £	Total Funds 2024 £
INCOME FROM:					
Donations and legacies	3	51,538	456,792	508,330	494,722
Charitable activities	4	9,000	63,459	72,459	55,846
Investment income - Bank interest receivable		5,824	-	5,824	5,068
Other		163	-	163	-
Total income		<u>66,525</u>	<u>520,251</u>	<u>586,776</u>	<u>555,636</u>
EXPENDITURE ON:					
Charitable activities	5	194,585	411,880	606,465	595,519
Total expenditure		<u>194,585</u>	<u>411,880</u>	<u>606,465</u>	<u>595,519</u>
Net income/(expenditure) for the year		(128,060)	108,371	(19,689)	(39,883)
Net transfers between funds	11	146,223	(146,223)	-	-
Net movement in funds	11	<u>18,163</u>	<u>(37,852)</u>	<u>(19,689)</u>	<u>(39,883)</u>
Reconciliation of funds:					
Balances brought forward		194,903	139,937	334,840	374,723
Balances carried forward		<u>213,066</u>	<u>102,085</u>	<u>315,151</u>	<u>334,840</u>

All activities relate to continuing operations.

The Statement of Financial Activities includes all gains and losses recognised during the year.

Voluntary Action South Leicestershire (Company No. 07517828)**BALANCE SHEET AS AT 31 MARCH 2025**

	Note	2025 £	2024 £
Current Assets			
Debtors	9	8,626	26,013
Cash at bank and in hand		<u>443,012</u>	<u>352,774</u>
		451,638	378,787
Creditors:			
Amounts falling due within one year	10	(136,487)	(43,947)
Net Current Assets/Net Assets		<u>315,151</u>	<u>334,840</u>
 Funds	11		
Unrestricted funds			
General funds		87,562	64,903
Designated funds		<u>125,504</u>	<u>130,000</u>
		213,066	194,903
Restricted funds		102,085	139,937
Total Funds		<u>315,151</u>	<u>334,840</u>

The accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The accounts were approved by the Board of Trustees on 29 September 2025 and signed on its behalf by:



Linda Jones CBE - Trustee

Voluntary Action South Leicestershire

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2025

	2025 £	2024 £
Net movement in funds	(19,689)	(39,883)
Interest shown in investing activities	(5,824)	(5,068)
(Increase)/Decrease in Debtors	17,387	(6,741)
Increase/(Decrease) in Creditors	92,540	14,459
Net cash generated by/(used in) operating activities	<u>84,414</u>	<u>(37,233)</u>
Cash flows from investing activities		
Interest income	<u>5,824</u>	<u>5,068</u>
Change in cash and cash equivalents in the year	90,238	(32,165)
Cash and cash equivalents brought forward	352,774	384,939
Cash and cash equivalents carried forward	<u><u>443,012</u></u>	<u><u>352,774</u></u>
Cash and cash equivalents comprise:		
Cash at bank and in hand	<u>443,012</u>	<u>352,774</u>

The notes on pages 20 to 27 form part of these accounts

Voluntary Action South Leicestershire

Notes to the accounts for the year ended 31 March 2025

1. STATUS OF THE COMPANY

The company is a private company registered in England & Wales and is limited by guarantee. It does not have a share capital but every member of the company is required, in the event of it being wound up while he or she is a member (or within twelve months of their ceasing to be a member), to contribute the sum of £1 towards the debts and liabilities of the charity, which were incurred before they ceased to be a member, and the costs of winding up.

The Memorandum and Articles of Association specify that the company is a non-profit making organisation that shall apply any income that it receives in fulfilling its objectives and it is registered as a charity by the Charity Commissioners for England and Wales. If upon winding up any assets remain after the satisfaction of all debts and liabilities they shall be transferred to some other charitable body or bodies having similar objects to the charity.

2 PRINCIPAL ACCOUNTING POLICIES

(i) Accounting convention and basis of accounting

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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) issued in October 2019 ("SORP 2019 (FRS 102)"), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) ("FRS 102"), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice.

(ii) Basis of accounting and going concern

The financial statements are prepared under the historical cost convention and on a going concern basis. The trustees consider that there are no material uncertainties which cast doubt on the charity's ability to continue as a going concern. In forming this opinion they have considered the level of funds held and the expected level of income and expenditure in the twelve months from the date of the approval of these financial statements.

(iii) Incoming resources

All incoming resources are reported gross of any related expenditure.

Donations and legacies comprises all incoming resources from sponsorships, legacies, donations and grants (including those received from local governmental organisations). Such income is recognised in the period: in which the charity is legally entitled to the receipt; after any performance conditions have been met; the amount can be measured with reasonable certainty; and it is probable that the income will be received. Where there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then the income is deferred until those conditions are fully met. Any such income which is deferred to a future accounting period is carried forward in the balance sheet within creditors falling due within one year.

No amounts are included in accounts for services donated by volunteers.

Incoming resources from charitable activities comprise amounts receivable by the charity, from users of the services that it provides, in undertaking its charitable activities.

Investment income comprises interest receivable on cash balances held in appropriate interest bearing deposits. Such income is recognised when it is receivable and is allocated to the fund to which it relates.

Other trading activities comprise income from letting and licensing arrangements for space in property held primarily for functional use by the charity but which is temporarily surplus to its operational requirements.

Other income represents miscellaneous operational receipts that do not relate to any of the above headings.

Voluntary Action South Leicestershire

Notes to the accounts for the year ended 31 March 2025

2 PRINCIPAL ACCOUNTING POLICIES (continued)

(iv) Resources expended

All expenditure is accounted for on an accruals basis and is recognised when there is a legal or constructive obligation to pay, it is probable that settlement will be required and the amount of the obligation can be measured reliably. As the charity is not VAT registered the expenditure is stated inclusive of VAT. All of the expenditure in the year has been categorised as relating to charitable activities.

Cost of charitable activities represents the direct costs incurred in providing services to its users/beneficiaries in fulfillment of the charity's objects together with all of the support costs, such as governance, staff, premises and administration costs that are directly attributable to those activities.

Any support costs that are not directly attributable to particular headings are allocated to activities on a basis consistent with use of the resources. This allocation involves a significant degree of management judgement but the charity has to consider the cost benefit of detailed calculations and record keeping.

(v) Tangible fixed assets and depreciation

Expenditure of a capital nature, which exceeds £2,000 per item, is capitalised at cost as a fixed asset and depreciation is provided on a straight-line basis so as to write off the cost over the anticipated useful economic life of the asset. The relevant rate is 25% per annum.

(vi) Financial instruments

All of the charity's financial assets and financial liabilities are of a kind that qualify as basic financial instruments. Such basic financial instruments are initially recognised at transaction value and are subsequently measured at their settlement value.

(vii) Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

(viii) Operating leases

Rentals payable under operating leases are charged to the Statement of Financial Activities as incurred on a straight-line basis over the term of the lease.

(ix) Pension costs

Payments to defined contributions schemes on behalf of the charity's employees are charged as an expense in the Statement of Financial Activities as they are incurred.

(x) Fund accounting

The charity has various types of funds for which it is responsible and which require separate disclosure.

Unrestricted funds comprise those general funds which the Trustees are free to use in accordance with the charity's objects.

Designated funds are unrestricted funds which the Trustees have earmarked for particular purposes.

Restricted funds are funds which have been given to the charity for particular purposes specified by the donor or by the terms of an appeal, within the overall aims of the charity. The donation and any income arising therefrom must be used in accordance with the specified purposes.

Transfers are made from restricted funds to general funds to cover the agreed contribution from each fund towards the general management expenses of the charity.

A description of the funds in existence in the year is given at Note 11.

Voluntary Action South Leicestershire

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

3 INCOME FROM DONATIONS & LEGACIES	Unrestricted Funds	Restricted Funds	Total Funds 2025	Total Funds 2024
	£	£	£	£
Grants received in the year from:				
Leicestershire County Council	-	229,575	229,575	282,658
Harborough District Council	9,800	-	9,800	9,800
Charnwood Borough Council	-	3,000	3,000	-
Leicestershire Partnership NHS Trust	-	10,800	10,800	-
National Lottery Community Fund/Big Lottery Fund	-	146,124	146,124	137,837
Masonic Charitable Trust	-	30,000	30,000	-
Market Harborough & The Bowdens Charity	34,664	-	34,664	34,664
Energy Savings Trust	-	31,539	31,539	18,146
	<u>44,464</u>	<u>451,038</u>	<u>495,502</u>	<u>483,105</u>
Movement in deferred income	-	-	-	3,501
	<u>44,464</u>	<u>451,038</u>	<u>495,502</u>	<u>486,606</u>
Other donations and voluntary income	7,074	5,754	12,828	8,116
Total income from donations and legacies	<u>51,538</u>	<u>456,792</u>	<u>508,330</u>	<u>494,722</u>

In the year ended 31 March 2024, £442,142 of Grants and £5,073 of Other donations and voluntary income related to restricted funds (see Note 11).

Certain grants received are subject to performance conditions which the charity has to fulfil in order to become entitled to use the income. The balance of the income deferred, which is included in Creditors: Amounts falling due within one year, comprises:

	2025	2024
	£	£
Deferred income at the start of the year	-	3,501
Net Movement in the year	-	(3,501)
Deferred income at the end of the year	<u>-</u>	<u>-</u>

4 INCOME FROM CHARITABLE ACTIVITIES	Unrestricted Funds	Restricted Funds	Total Funds 2025	Total Funds 2024 (Restricted)
	£	£	£	£
Contributions from users of the Transport Schemes	-	60,868	60,868	54,031
Costs recharged to HCYC	-	2,591	2,591	1,815
Leicestershire County Council for administration of Hospital Discharge Grant for Carers	54,000	-	54,000	-
	<u>54,000</u>	<u>63,459</u>	<u>117,459</u>	<u>55,846</u>
Movement in deferred income	(45,000)	-	(45,000)	-
Total income from charitable activities	<u>9,000</u>	<u>63,459</u>	<u>72,459</u>	<u>55,846</u>

The funding from Leicestershire County Council is made in return for the charity providing services in the administration of the Hospital Discharge Grant for Carers over a fixed term. Income is recognised by the charity on a straight line basis as the fixed term elapses and the balance of the income is deferred and is included in Creditors: Amounts falling due within one year (Note 10). The movement in the deferred income is as follows:

	2025	2024
	£	£
Deferred income at the start of the year	-	-
Net Movement in the year	45,000	-
Deferred income at the end of the year	<u>45,000</u>	<u>-</u>

Voluntary Action South Leicestershire

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

5 EXPENDITURE ON CHARITABLE ACTIVITIES	Unrestricted Funds	Restricted Funds	Total Funds 2025	Total Funds 2024
	£	£	£	£
Costs incurred in connection with:				
Governance:				
Auditors' remuneration (including preparation of accounts)	10,200	-	10,200	9,780
Staff & volunteers:				
Gross wages and salaries	82,817	304,521	387,338	390,008
Employers' NI Contributions	5,850	19,471	25,321	25,607
Pension contributions	3,221	14,532	17,753	18,365
Temporary staff costs	-	1,104	1,104	-
Staff travel and training	1,350	6,438	7,788	6,226
Other staff costs	647	83	730	-
Volunteers' costs	61	46,678	46,739	44,053
Event costs	215	11,359	11,574	9,357
	94,161	404,186	498,347	493,616
Premises and assets:				
Insurance	3,892	-	3,892	3,974
Other premises costs	30,627	-	30,627	30,081
	34,519	-	34,519	34,055
Office, administration & IT:				
Office expenses & IT	36,962	4,442	41,404	40,611
Repairs and renewals	569	-	569	505
Consultancy & professional fees	18,144	1,030	19,174	14,612
Publicity and promotion of charitable activities	30	2,222	2,252	2,035
Miscellaneous expenses	-	-	-	305
	55,705	7,694	63,399	58,068
Total expended on charitable activities	194,585	411,880	606,465	595,519

Of the total costs incurred in the year ended 31 March 2024, £415,077 related to restricted funds (see Note 11).

The above costs are allocated as follows:

	Directly attributed to activities	Support Costs	2025 Total	2024 Total
	£	£	£	£
Governance	-	10,200	10,200	9,780
Staff & volunteers	404,186	94,161	498,347	493,616
Premises and assets	-	34,519	34,519	34,055
Office, administration & IT	7,694	55,705	63,399	58,068
	411,880	194,585	606,465	595,519

These costs are associated with the following categories of charitable activity in the year:

Carers Services	189,070	80,351	269,421	276,665
Befriending services	117,150	51,219	168,369	155,547
Transport services	105,040	14,654	119,694	114,403
Development of Community Services:				
Funded by restricted grants	620	-	620	-
Funded from unrestricted income	-	48,361	48,361	48,904
	411,880	194,585	606,465	595,519

Voluntary Action South Leicestershire

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

5 EXPENDITURE ON CHARITABLE ACTIVITIES continued

The basis of allocation of support costs is management budgeting and review of estimated usage. Inevitably, this has involved a significant element of judgement but the charity has to consider the cost benefit of detailed calculations and record keeping.

6 TRUSTEES' REMUNERATION & EXPENSES

None of the Trustees, or any persons connected with them, received any remuneration for their services as trustees in either the year ended 31 March 2025 or in the preceding financial year. No expenses were paid to trustees during either year.

7 STAFF NUMBERS AND EMOLUMENTS	Year Ended 31 March 2025	Year Ended 31 March 2024
The average number of employees in the year was as follows:		
Engaged on charitable activities	16.50	16.50
Engaged in management and administration	2.00	2.08
Totals	18.50	18.58

No person's emoluments exceeded £60,000 per annum and the aggregate amount paid was as follows:

	Year Ended 31st March 2025 £	Year Ended 31st March 2024 £
Salaries	387,338	390,008
Social Security Costs (net of Employment Allowance)	25,321	25,607
Pension contributions	17,753	18,365
Total paid by the charity	430,412	433,980

The above amounts include redundancy payments of £4,496 (2024: £Nil) which were paid out of unrestricted funds and covered by a transfer from the designated Financial Reserve fund.

Contributions to the employees' defined contribution pension plans are included in resources expended as they are incurred and are allocated between funds using the same method as the salaries to which they relate. At 31 March 2025 contributions of £175 (2024: £2,997) were included in accruals.

The total employment benefits (including pension contributions) of the key management personnel, comprising the Trustees (who received no remuneration), the Charity Manager and the managers of: Carer Services, Transport; Community Champions; Wellbeing Befriending; and Business Support, were £193,241 (2024: £196,988).

8 NET INCOME/(EXPENDITURE) FOR THE YEAR	Year Ended 31st March 2025	Year Ended 31st March 2024
Net Income/(Expenditure) is stated after charging the following expenses:		
Operating lease rentals	19,376	20,056
Auditors' remuneration		
Edward Thomas Peirson & Sons	6,000	5,580
For audit services	4,200	4,200
For other assurance services		

Edward Thomas Peirson & Sons prepared and audited the statutory accounts.

9 DEBTORS	2025 £	2024 £
Trade Debtors	5,417	18,721
Prepayments	3,053	7,168
Other Debtors	156	124
	8,626	26,013

Voluntary Action South Leicestershire

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

10 CREDITORS: Amounts falling due within one year

	2025 £	2024 £
Accrued expenses	20,709	21,398
Deferred income (see Note 4)	45,000	-
Other creditors	64,048	15,861
Other taxes and social security	6,730	6,688
	<u>136,487</u>	<u>43,947</u>

11 FUNDS

	At 1 April 2024 £	Income £	Expenditure £	Movement in Deferred Income £	Transfers £	At 31 March 2025 £
Unrestricted Funds:						
General Fund	64,903	111,525	(194,585)	(45,000)	150,719	87,562
Designated Funds:						
Financial Reserve	110,000	-	-	-	(4,496)	105,504
Adversity Reserve	20,000	-	-	-	-	20,000
Total unrestricted funds	<u>194,903</u>	<u>111,525</u>	<u>(194,585)</u>	<u>(45,000)</u>	<u>146,223</u>	<u>213,066</u>
Restricted Funds:						
Related to Development of Community Services	-	619	(619)	-	-	-
Related to carers:						
Leicester carers project	58,859	216,767	(175,737)	-	(74,158)	25,731
Young carers	-	1,499	(1,499)	-	-	-
Dementia Guardians	5,634	30,000	(11,834)	-	(6,193)	17,607
Related to befriending:						
Community champions	10,693	102,277	(78,368)	-	(31,680)	2,922
Community wellbeing	34,532	46,207	(35,400)	-	(17,309)	28,030
Mental Health Friendly Harborough	-	10,800	(3,384)	-	(2,229)	5,187
Related to transport:						
Transport	30,219	112,082	(105,039)	-	(14,654)	22,608
Total restricted funds	<u>139,937</u>	<u>520,251</u>	<u>(411,880)</u>	<u>-</u>	<u>(146,223)</u>	<u>102,085</u>
Total Funds	<u>334,840</u>	<u>631,776</u>	<u>(606,465)</u>	<u>(45,000)</u>	<u>-</u>	<u>315,151</u>

Unrestricted funds comprise those funds which the Trustees are free to use in accordance with the charity's objects.

Designated funds are unrestricted funds which have been earmarked for particular purposes. The financial reserve is maintained at a level which is approximately equal to the aggregate of: three months' core running costs; the amount required to cover potential redundancy costs; and anticipated net cash outflows in the event of the charity's activities being wound up. The adversity reserve was created in January 2021 to cover additional expenditure that may be incurred in extraordinary circumstances such as those experienced in 2020 due to the Covid pandemic. No expenditure of money from either reserve can be committed except by explicit decision of the board.

Restricted funds are funds which have been given to or have been raised by the charity for particular purposes. They are grouped together into the broad categories to which they relate, namely: carers; befriending; transport and other activities. The Trustees' report provides additional information in relation to these activities and funds.

Voluntary Action South Leicestershire

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

11 FUNDS (continued)

Transfers from the various restricted funds to the general fund are made in respect the agreed contribution from each fund towards the business support costs of the charity. Occasionally, transfers are also made between restricted funds to reflect the value of the benefit received by a fund from expenditure incurred in another fund.

Any deficit remaining, at the end of a project that has financed by restricted funds, is covered by a transfer from the general fund.

Fund movements during the year ended 31 March 2024 were as follows:

	At 1 April 2023 £	Income £	Expenditure £	Movement in Deferred Income £	Transfers £	At 31 March 2024 £
Unrestricted Funds:						
General Fund	61,233	52,575	(180,442)	-	131,537	64,903
Designated Fund:						
Financial Reserve	110,000	-	-	-	-	110,000
Adversity Reserve	20,000	-	-	-	-	20,000
Total unrestricted funds	<u>191,233</u>	<u>52,575</u>	<u>(180,442)</u>	<u>-</u>	<u>131,537</u>	<u>194,903</u>
Restricted Funds:						
Related to Development of Community Services	-	-	-	-	-	-
Related to carers:						
Leicester carers project	39,934	256,238	(170,777)	3,501	(70,037)	58,859
Young carers	-	1,418	(1,418)	-	-	-
Dementia Guardians	40,000	68	(23,222)	-	(11,212)	5,634
Related to befriending:						
Community champions	20,306	99,874	(80,782)	-	(28,705)	10,693
Community wellbeing	41,273	39,318	(37,370)	-	(8,689)	34,532
Related to transport:						
Transport	41,977	102,644	(101,508)	-	(12,894)	30,219
Total restricted funds	<u>183,490</u>	<u>499,560</u>	<u>(415,077)</u>	<u>3,501</u>	<u>(131,537)</u>	<u>139,937</u>
Total Funds	<u>374,723</u>	<u>552,135</u>	<u>(595,519)</u>	<u>3,501</u>	<u>-</u>	<u>334,840</u>

12 ANALYSIS OF NET ASSETS BETWEEN FUNDS

The allocation of net assets between funds at 31 March 2025 was as follows:

	General Fund £	Designated Fund £	Restricted Funds £	Total £
Debtors	3,158	-	5,468	8,626
Cash at bank and in hand	151,962	125,504	165,546	443,012
Creditors: Amounts falling due within one year	(67,558)	-	(68,929)	(136,487)
Total Net Assets	<u>87,562</u>	<u>125,504</u>	<u>102,085</u>	<u>315,151</u>

All liabilities connected with the payroll are included in the above analysis as relating to the General Fund.

Voluntary Action South Leicestershire

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

12 ANALYSIS OF NET ASSETS BETWEEN FUNDS (continued)

The allocation at 31 March 2024 was:

	General Fund	Designated Fund	Restricted Funds	Total
	£	£	£	£
Debtors	7,292	-	18,721	26,013
Cash at bank and in hand	81,523	130,000	141,251	352,774
Creditors: Amounts falling due within one year	(23,912)	-	(20,035)	(43,947)
Total Net Assets	<u>64,903</u>	<u>130,000</u>	<u>139,937</u>	<u>334,840</u>

13 OPERATING LEASE COMMITMENTS

The charity is committed to make the following aggregate future minimum lease payments under non-cancellable operating leases:

	2025	2024
	£	£
Aggregate payments due:		
Within one year	876	10,126
In two to five years	219	1,095
In more than five years	-	-
	<u>1,095</u>	<u>11,221</u>

14 RELATED PARTIES

There were no related party transactions in the year or in the preceding financial year.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

England & Wales - Charity number 1141274

Accounts

Registered Charity Number: 1141274

Company Number: 07517828

**Voluntary Action South Leicestershire
(a charitable company limited by guarantee)**

ANNUAL REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31 March 2024

Voluntary Action South Leicestershire

REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

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**Voluntary Action South Leicestershire
Company Information
For the year ended 31 March 2024**

Trustees:

Linda Jones (Chair)
Richard Clarke
Kate Godber
Howard Grant
Angela Holdsworth
Suzanne Packer
Lauren Woolley

Charity Manager & Company Secretary

Julia Synnott

Company Number

07517828 (England and Wales)

Charity Number

1141274

Registered Office

1st Floor Torch House
Torch Way
Northampton Road
Market Harborough
Leicestershire
LE16 9HL

Auditors:

Edward Thomas Peirson & Sons
Chartered Accountants
21 The Point
Rockingham Road
Market Harborough
Leicestershire
LE16 7NU

Bankers:

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

HR Advisers:

Peninsula Business Services Ltd
Riverside
New Bailey Street
Manchester
M3 5PB

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

The Trustees present their Report, which includes the Directors' Report required by company law, together with the Financial Statements of the charitable company ("the charity") for the year ended 31 March 2024.

REFERENCE AND ADMINISTRATIVE DETAILS

Charity Name

The charity's formal name is Voluntary Action South Leicestershire but it is also known, and frequently referred to, as VASL.

Statutory information

Information regarding the charitable company's registration numbers, registered office, current trustees, senior manager and other advisers is set out at Page 1 to the financial statements.

Directors/Trustees and Management

The directors of the charity are also its trustees for the purpose of charity law and throughout this report and financial statements are referred to collectively as the Trustees or the Board. Those who have served in this capacity during the period covered by the financial statements are as follows: –

Chair:	Linda Jones CBE	
Treasurer:	Gail Lamb	Resigned 30 June 2023
	Brian Shayanewako	Appointed 31 July 2023 & Resigned on 25 September 2024
Other trustees:	Howard Grant	
	Kate Godber	
	Barbara Johnson	Resigned 4 May 2023
	Suzanne Packer	
	Hazel Cook	Resigned 22 April 2024
	Richard Clarke	Appointed 22 May 2023
	Anne Pridmore	Appointed 22 May 2023 & Resigned 20 November 2023
	Laure Woolley	Appointed 21 March 2024

Following the end of the period the following person was appointed as additional director/trustee:

Angela Holdsworth	Appointed 13 May 2024
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The Trustees are also the members of the company.

Company Secretary & Charity Manager: Maureen O'Malley	Resigned 1 February 2024
Julia Synnott	Appointed 1 February 2024

OBJECTIVES AND ACTIVITIES

Objects

The charity's objects, as set out in the Articles of Association of the charitable company, are:

- to promote any charitable purposes for the benefit of the community, principally but not exclusively in the local government area of Harborough and wider Leicestershire (herein called the 'area of benefit') and, in particular, to develop services which enhance the well-being of people who are in a situation of need, hardship or distress, or who are aged or sick. Such support services include, but are not limited to, support for carers of all ages, social transport, and mental health support; and

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

OBJECTIVES AND ACTIVITIES (continued)

- to provide high quality services in response to identified need, actively involving volunteers and working in partnership with third sector, statutory and other relevant bodies in the achievement of the above purposes within the area of benefit.

Aims and strategies

In satisfaction of these objects our aims are to:

- develop services which enhance the wellbeing of people who are in particular need of support;
- use and value the important contribution of volunteers in all our services;
- be proactive and reactive to local needs;
- encourage and promote social inclusion; and
- continually learn, improve and innovate as an organisation.

Our mission is to improve and enrich the lives of people in our community by providing services and volunteer facilitated activities with strategic objectives of:

- meeting community needs;
- ensuring sustainable growth; and
- achieving organisational excellence

Our vision is to cement our position as the lead 3rd sector organisation in Harborough District and a major provider of services across the county.

Our success is reliant on all trustees, staff and volunteers applying our key values of:

- Respect – treating everyone with dignity and fairness
- Equality of opportunity – recognising and welcoming diversity
- Openness – in the way we work
- Responsiveness – to the needs of the community
- Collaboration – working with others to achieve joint aims

Activities and Projects

The principal projects and activities with which we have been involved in the year are detailed below.

1. Support for Carers Leicestershire

Support for Carers continues to support Carers across Leicestershire and is in year 3 of funding with a plus 1 from November 2025. The Hospital Discharge Scheme stopped in April 2024 and we continue to work with Leicestershire County Council on upcoming projects. We are in regular contact and have a strong working relationship. The team continue to develop new ways to support carers and assist with Assessments and help with Government support.

Our Energy Advice Service sits within the Team, and offers advice to help reduce Energy costs, offer solutions and ensure Carers have access to benefits they are entitled to. This project is growing and has funding from the NHS until October 2025. We will seek further funding.

2. Young Carers

The Young Carers project was transferred to another local charity, Harborough Young People and Childrens Charity (HCYC) in July 2022. However, VASL remains a partner, providing volunteer drivers and escorts for the young carers to attend fortnightly groups.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

OBJECTIVES AND ACTIVITIES (continued)

Activities and Projects (continued)

3. Community Champions

Community Champions is a hybrid project and offers our clients and volunteers a real range of life and online connection experiences.

Befriending through home visits, telephone calls and letter writing have continued. There have been regular learning events including a volunteer-led session on bladder health. Other topics covered include 5 Ways to Well-being, Bereavement, Safeguarding, and Self Care. Two “Next Steps” courses have taken place, (volunteer-led), resulting in clients going to more community events and making new connections. Two clients also launched a card playing group.

We have enjoyed bringing volunteers together again for face-to-face connection through VASL celebrations and project socials, and there have been monthly Community Gatherings for clients.

Digital support sessions have been taking place monthly at Market Harborough and Lutterworth libraries and monthly mini zooms led by volunteers are enjoyed by clients. This project has grown and we are now working with clients and local GP Surgeries to enable clients to use the NHS App to order repeat prescriptions.

4. VASL Transport

Our Transport project continues to grow and we have over 45 active drivers who are able to take clients without access to a car to and from vital Hospital Appointments. The service helps with isolation and clients are able to relax knowing they have a trained volunteer waiting to take them home. There is a huge need for this service and we are grateful for the continued support from Leicestershire County Council. Day trips are also organised throughout the year using the Community Bus service and are always sold out. The project is now cashless and clients are able to pay for journeys online or over the phone.

5. Wellbeing Befriending

Jen Lyon took over as project Manager in March 2024 and the project has grown significantly. We have seen an increase in referrals from external sources and also from within our projects at VASL. Volunteers continue to support a variety of clients with a wide range of needs with weekly telephone befriending calls. Group meetings have also increased and are very popular offering Mental Health support and mindful activities.

The NHS recognised the impact of the project and from September 2024 we have successfully received funding so the project can reach rural locations within the Harborough District to offer support to those clients who are isolated.

The project now has three members of staff, and is on target for funding budgets.

6. Volunteering

As an organisation, we continue to provide quality volunteering opportunities, with excellent training and support. Volunteering in the community continues to be vital to the projects and services we provide.

VASL volunteering opportunities are publicised and promoted on a regular basis and we hold the Investing in Volunteers Accreditation, which is a recognised quality mark for volunteer involving organisations.

Our Volunteers are committed to giving their time to VASL and we continue to support them. We have had Christmas and Summer Volunteer recognition events for all to meet and to give the Charity Manager an opportunity to thank them for the work they do.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

OBJECTIVES AND ACTIVITIES (continued)

Activities and Projects (continued)

7. Representation and Engagement

VASL continues to sit on key forums and engagement groups throughout Harborough District, and wider Leicestershire. We are regularly consulted by Health and Social Care to help identify and shape services that support our client groups and the wider community. We continue to have a close working relationship with Harborough District Council, and Leicestershire County Council.

We have developed, and strengthened, our relationships with Health through the newly formed Primary Care Networks.

The Charity Manager is on a Steering Group for a VCSE Collaboration. We invite key organisations to events throughout the year with guest speakers and workshops to develop strength in Volunteer led organisations. This Alliance has been able to contact key funders and discuss the continued impact we have on the community.

NHS England has developed an ICB Board to work directly with the Voluntary Sector to support key needs in the community, and VASL's Charity Manager is on the steering group.

Public Benefit

The Trustees are pleased to confirm that they have referred, and continue to refer, to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

ACHIEVEMENTS AND PERFORMANCE

At the beginning of the year the Trustees set the following strategic priorities for 2023/24:

Organisational

- To undertake a review of VASL's budget to ensure it reflects the income and needs of the organisation to most effectively deliver our services.
- To keep under review VASL's office requirements to ensure the effective delivery of services, provide value for money and stay within budget.
- To produce a Recruitment Pack for the new VASL Chief Executive Officer, recruit and induct her/him into the organisation.

Project based

- To ensure the requirements of the new contract for Support for Carers is achieved in the most effective and cost-effective ways.
- To further develop the Wellbeing Befriending Service, subject to a successful funding application.
- To recruit a new Transport Team Leader and work to further develop the transport services that we provide.
- To continue to identify gaps in provision and opportunities to develop new services, or within existing ones, to meet them. Consider how our projects can help to reduce the impact on our clients of the cost of living crisis. Implement and review the Dementia Guardians Project.
- To recruit additional volunteers across all of the projects, providing good induction, training and support aimed at providing quality services and retention of volunteers.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

ACHIEVEMENTS AND PERFORMANCE (continued)

VASL continued to thrive throughout 2023/24. All projects have successfully continued to grow, support Volunteers and Clients and meet funding targets.

In December 2023 Maureen O' Malley retired after 30 years' service and Julia Synnott was appointed the new Charity Manager.

We have continued to raise our presence within the local community and have had fund raising events with local businesses.

We have a good relationship with Market Harborough and The Bowden's Charity and meet regularly.

Following the successful pilot of the Dementia Guardian project, we applied for 2 years' funding to continue the service with the Masonic Charitable Trust and were successful. The project will continue until August 2026.

VASL continues to have the Investing in Volunteers and Trusted Charity Mark level 2.

The Board of Trustees, led by Linda Jones, continued to oversee and support the everchanging developments of VASL. We have recruited 4 Trustees and two have stood down.

VASL is a highly successful, well run and financially secure charity and is in an excellent position to face the necessary changes during the coming year. Our focus will be to gain funding to continue our Community Champions project and work with NHS England on new collaborations.

We are, as ever, most grateful to all of those who have provided funds to support our work throughout 2023/24. The funding that we have received has ranged from individual donations and one-off pots of funding from individuals, community groups and businesses to larger grants from organisations including:

- Leicestershire County Council,
- Harborough District Council,
- Market Harborough and the Bowden's Charity,
- National Lottery Community Fund,
- Leicestershire and Rutland Community Foundation,
- Leicestershire County Council Shire Grants,
- Leicester, Leicestershire and Rutland NHS Trust.
- The Energy Savings Trust

The difference we have made

The Table below summarises the difference VASL made in our Communities during 2023-24

Community	Total Individuals	How Have They Benefited?
Carers across Leicestershire	3643 individual family carers supported.	• Carer helpline (Monday - Friday, 9am – 5pm) • Online support through website, Facebook, Twitter • Support group sessions delivered to share experiences and enjoy social time. • County-wide Forum events • Newsletters provided information and contacts • Telephone befriending

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

Community	Total individuals	How Have they Benefited?
Isolated Older People	132	• Social support – Community Champions • Befriending, digital & telephone support, pen pals • 109 events and gatherings
People needing help with transport	3,224	• Passenger journeys
People needing support with their Mental Health	75	• Information • Advice and Navigation • One to One Support • Befriending
Volunteers	8 VASL Trustees 124 VASL Volunteers	• Supporting all VASL Projects and governance of the organisation
Community Groups in Harborough		• Local Groups encouraged to attend Community Networking events • Ad Hoc support
The Business and Public Sectors	We worked with many different organisations including: • Leicestershire County Council • Harborough District Council • NHS community mental health teams • Leicestershire PCN's • CCG's • LLILT Group • Healthwatch • Local schools, libraries, adult learning • GP practices across Leicestershire • Primary Care Networks • Parish Councils • Schools/Education Establishments	• Worked in partnership with VASL to support their customers and share knowledge and ideas • Raised their community profile • Engaged with businesses

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

Community	Total Individuals	How Have They Benefited?
Charities/Third Sector/Grant Makers	We worked with many different charities including: • Market Harborough Bowdens Charity • Harborough FM • LLR Community Foundation • Big Lottery • Children In Need • Age UK • LAMP • Dementia Harborough • Befriending Network • Community Transport Association • Alzheimer's Society • Sustainable Harborough • HCYC • The Cube Youth Centre • LOROS • Voluntary Action Leicestershire	• Met their charitable aims by awarding grants to VASL for project activity • Took referrals for services from VASL staff • Attended VASL forums • Consulted on project development
The Wider Community		• Support for Carers Leicestershire website provides information and support • VASL website provides information, support and access to services

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

FINANCIAL REVIEW

Financial Performance

The financial period covered by the accounts and this report was a 12-month period from 1 April 2023 to 31 March 2024. The annual income was £555,636 (2023: £539,875) and the total costs were £595,519 (2023: £545,058). This resulted in a net deficit of £39,883 (2023: Deficit £5,183). There was a £3,670 surplus in unrestricted funds (2023: Deficit £7,264) and a £43,553 deficit in restricted funds (2023: Surplus £2,081).

VASL continues to operate in a period of considerable financial uncertainty in relation to core funding from statutory bodies and project funding from other agencies. In view of this the Trustees considered it prudent to retain a designated financial reserve of £110,000 to cover contingencies (see Policy on reserves below).

Policy on cost recovery

In undertaking a grant funded project, VASL aimed to apply the principles of Full Cost Recovery. That is, it recognised that each project undertaken by VASL was supported by a central organisation whose costs must be covered by the organisation as a whole. Each project had therefore to contribute its share of the central cost.

Accordingly, except where there was an explicit agreement with the funder on the amount of grant which was to be applied to central costs, an overheads charge was levied in proportion to the staff time devoted to the project. These charges were calculated as part of the annual budgeting process, and were applied in the accounts as inter-fund transfers.

Policy on reserves

VASL's policy on reserves has been designed to protect it from uncertainties in funding from statutory and grant making bodies, and other financial risks. Its aim is to ensure that there are sufficient funds to meet all its contractual obligations and to continue in operation until there has been time to reorganise to meet the contingency.

The Trustees agreed that:

- a) The VASL Board would continue to designate funds in its accounts to be its adversity and financial reserves.
- b) No expenditure of money from these reserves could be committed for any purpose except by explicit decision of the board. In so deciding, the board would consider whether, when and how the reserve could be replenished.
- c) The core fund operational reserves should be designated for business development costs to cover delivery of the strategic plan.
- d) The financial reserves and business development reserves should be invested in three interest-bearing instant access accounts to a maximum of £85,000 in each (as per previous FSA guidelines re risk).

The VASL board reviewed its financial risks and decided not to increase or decrease its designated adversity reserve of £20,000 nor its designated financial reserve of £110,000 comprising:

Three months' core running costs	£50,000
Negative cash flow in run down situation	£25,000
Reserve for possible redundancy costs	£35,000

Unrestricted reserves which have not been designated amounted to £64,903 at 31 March 2024 and the Board considers that these are at an acceptable level for the day to day operating requirements of the charity. The aggregated reserves of restricted income funds amounted to £139,937, which is in line with the expectation of the Board. This reflects the receipt of grants in advance of incurring the associated expenditure in respect of projects which cover more than one financial year.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

PLANS FOR FUTURE PERIODS

In the light of the change in personnel, the Board decided to roll over the Strategic Plan for a further year to give the new Charity Manager time to review our services and set out a plan for development in a new Strategic Plan for 2025-28, which will incorporate views and opinions from our clients, volunteers, staff, trustees, funders and strategic partners.

The Strategic Plan will acknowledge that we need to continue to support our staff and volunteers and maintain the standards of our current funded projects. We will continue to identify gaps in provision and opportunities to develop new services, or make developments within existing ones, to meet them. We will consider how our projects can help to reduce the impact on our clients of the cost of living crisis.

We will continue to develop new partnerships and are looking to develop further support for those suffering from the effects of Dementia. We want to continue to recruit more Volunteers, provide them with the training and support they need, and retain them to help deliver our quality services. This has been proven with our success in the Investing in Volunteers re-accreditation.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution and Governing Document

The charity was incorporated on 4 February 2011 as a company limited by guarantee (Company Number 07517828), not having a share capital, and is governed by its Memorandum and Articles of Association of that date, as amended on 18 March 2019. It was registered as a charity by the Charity Commissioners for England and Wales on 8 April 2011 (Registered Number 1141274).

Each of the members has agreed to contribute the sum of £1 in the event of the charity being wound up.

Appointment of trustees

Trustees are nominated from persons who through residence, occupation, employment or otherwise have special knowledge of the area of benefit, or who are otherwise able, by virtue of their personal or professional qualifications, to make a significant contribution to the pursuit of the objects or the management of the charity.

Trustee induction and training

New trustees are briefed on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the company. During the briefing they are also given a tour of the charity's premises and are introduced to the employees and other trustees. All trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

Organisational Structure

The Trustees hold formal meetings every eight weeks and have elected a Chair, Secretary and Treasurer from their number. The Trustees are responsible for setting the strategic direction of the charity and have delegated day to day decisions concerning its operation to Julia Synnott the Charity Manager.

Arrangements for setting staff pay

Staff pay, including that of the senior manager, reflects the level of responsibilities of the posts and is benchmarked with similar sized voluntary and community sector organisations. Cost of living increases take into account inflation and levels awarded for public and voluntary sector organisations. These decisions are taken by the full Board of Trustees on the recommendation of the Board's Human Relations subcommittee.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)

Risk management

The Trustees keep the charity's activities under regular review in order to identify the opportunities available to the charity and the risks to which it is exposed. Where risks are identified, for example in relation to fraud, systems and procedures are established and implemented to mitigate those risks identified and to minimise their impact should they materialise.

In particular, the Trustees recognise that the charity is a service organisation and that one of the principal risk that it faces, in attempting to fulfil its aims and objects, is that its standard of service falls short of that which might reasonably be expected by users. As a result, we have implemented a quality assurance policy statement based on the Trusted Charity Mark, Level 2 (previously Pqasso). This defines the benchmarks for standards throughout the Voluntary Sector and comprehensive arrangements to monitor progress in implementing and adhering to these standards.

In addition, we are committed to providing training programmes to staff and volunteers to assist them in all areas of activity in which they are likely to become involved in the operation of the charity.

FUND-RAISING STANDARDS INFORMATION

The charity does not carry out significant fundraising activities.

TRUSTEES' RESPONSIBILITIES STATEMENT

The Trustees (who are also Directors of VASL for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 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 charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

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

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

PREPARATION OF REPORT

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD

Linda Jones CBE
Chair
Date: 9 December 2024

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF VOLUNTARY ACTION SOUTH LEICESTERSHIRE

Opinion

We have audited the financial statements of Voluntary Action South Leicestershire for the year ended 31 March 2024 which comprise the Statement of Financial Activities (including Income and Expenditure Account), the Balance Sheet, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 ‘The Financial Reporting Standard applicable in the UK and Republic of Ireland’ (United Kingdom Generally Accepted Accounting Practice)

In our opinion the financial statements:

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

Basis for opinion

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

Conclusions relating to going concern

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

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

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

Other information

The Trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF VOLUNTARY ACTION SOUTH LEICESTERSHIRE (continued)

Other information (continued)

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on other matter prescribed by the Companies Act 2006

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

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

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

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

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement set out on page 12, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF VOLUNTARY ACTION SOUTH LEICESTERSHIRE (continued)

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditors under Section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

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

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

- the engagement partner ensured that the engagement team collectively had the appropriate experience, competence, capabilities and skills to identify or recognise non-compliance with laws and regulations;
- through discussions with the trustees and other management, and from our commercial knowledge of the charitable company's multiple activities and objectives, we identified the laws and regulations applicable to the charitable company and focused on specific laws and regulations which we considered may have a direct material effect on the financial statements and operations of the charitable company. These included company law, employment legislation; and
- we remained alert to instances of non-compliance throughout the audit and assessed the extent of compliance through discussions with management and examination of documentation.

We assessed the susceptibility of the company's financial statements to material misstatement and obtained an understanding of how fraud might occur by:

- making enquiries of management as to where they considered there was a susceptibility to fraud and their knowledge of any actual, suspected or alleged fraud; and
- considering the internal controls in place to mitigate the risk of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify unusual or unexpected relationships;
- reviewed the nominal ledger and, specifically, journal entries to identify large or unusual transactions and investigated them; and
- we assessed the extent to which accounting entries relied on a high degree of judgement and/or estimation.

In response to the risk of irregularities and non-compliance with laws and regulations we designed procedures which included:

- agreeing financial statement disclosures to supporting documentation;
- reading minutes of trustees' meetings, relevant regulators and any of the company's professional advisers;
- performing substantive procedures on material balances and transactions; and

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF VOLUNTARY ACTION SOUTH LEICESTERSHIRE
(continued)**

- enquiring of management as to actual and potential litigation and claims.

There are inherent limitations in our audit procedures outlined above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the Trustees and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment and/or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

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

Callum Veasey (Senior Statutory Auditor)
For and on behalf of: Edward Thomas Peirson & Sons
Statutory Auditor
Chartered Accountants
21, The Point
Rockingham Road
Market Harborough
Leicestershire
LE16 7NU
Date: 9 December 2024

Voluntary Action South Leicestershire

STATEMENT OF FINANCIAL ACTIVITIES (Including Income & Expenditure Account) FOR THE YEAR ENDED 31 MARCH 2024

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
INCOME FROM:					
Donations and legacies	3	47,507	447,215	494,722	494,648
Charitable activities	4	-	55,846	55,846	42,966
Investment income - Bank interest receivable		5,068	-	5,068	2,257
Other		-	-	-	4
Total income		52,575	503,061	555,636	539,875
EXPENDITURE ON:					
Charitable activities	5	180,442	415,077	595,519	545,058
Total expenditure		180,442	415,077	595,519	545,058
Net income/(expenditure) for the year		(127,867)	87,984	(39,883)	(5,183)
Net transfers between funds	11	131,537	(131,537)	-	-
Net movement in funds	11	3,670	(43,553)	(39,883)	(5,183)
Reconciliation of funds:					
Balances brought forward		191,233	183,490	374,723	379,906
Balances carried forward		194,903	139,937	334,840	374,723

All activities relate to continuing operations.

The Statement of Financial Activities includes all gains and losses recognised during the year.

The notes on pages 20 to 27 form part of these accounts

Voluntary Action South Leicestershire (Company No. 07517828)**BALANCE SHEET AS AT 31 MARCH 2024**

	Note	2024 £	2023 £
Current Assets			
Debtors	9	26,013	19,272
Cash at bank and in hand		<u>352,774</u>	<u>384,939</u>
		378,787	404,211
Creditors:			
Amounts falling due within one year	10	(43,947)	(29,488)
Net Current Assets/Net Assets		<u><u>334,840</u></u>	<u><u>374,723</u></u>
 Funds	 11		
Unrestricted funds			
General funds		64,903	61,233
Designated funds		<u>130,000</u>	<u>130,000</u>
		194,903	191,233
Restricted funds		139,937	183,490
Total Funds		<u><u>334,840</u></u>	<u><u>374,723</u></u>

The accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The accounts were approved by the Board of Trustees on 9 December 2024 and signed on its behalf by:

Linda Jones CBE - Trustee

The notes on pages 20 to 27 form part of these accounts

Voluntary Action South Leicestershire

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2024

	2024 £	2023 £
Net movement in funds	(39,883)	(5,183)
Interest shown in investing activities	(5,068)	(2,257)
(Increase)/Decrease in Debtors	(6,741)	(12,340)
Increase/(Decrease) in Creditors	14,459	(13,973)
Net cash generated by/(used in) operating activities	<u>(37,233)</u>	<u>(33,753)</u>
Cash flows from investing activities		
Interest income	5,068	2,257
Change in cash and cash equivalents in the year	<u>(32,165)</u>	<u>(31,496)</u>
Cash and cash equivalents brought forward	384,939	416,435
Cash and cash equivalents carried forward	<u><u>352,774</u></u>	<u><u>384,939</u></u>
Cash and cash equivalents comprise:		
Cash at bank and in hand	<u><u>352,774</u></u>	<u><u>384,939</u></u>

The notes on pages 20 to 27 form part of these accounts

Voluntary Action South Leicestershire

Notes to the accounts for the year ended 31 March 2024

1. STATUS OF THE COMPANY

The company is a private company registered in England & Wales and is limited by guarantee. It does not have a share capital but every member of the company is required, in the event of it being wound up while he or she is a member (or within twelve months of their ceasing to be a member), to contribute the sum of £1 towards the debts and liabilities of the charity, which were incurred before they ceased to be a member, and the costs of winding up.

The Memorandum and Articles of Association specify that the company is a non-profit making organisation that shall apply any income that it receives in fulfilling its objectives and it is registered as a charity by the Charity Commissioners for England and Wales. If upon winding up any assets remain after the satisfaction of all debts and liabilities they shall be transferred to some other charitable body or bodies having similar objects to the charity.

2 PRINCIPAL ACCOUNTING POLICIES

(i) Accounting convention and basis of accounting

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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) issued in October 2019 ("SORP 2019 (FRS 102)"), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) ("FRS 102"), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice.

(ii) Basis of accounting and going concern

The financial statements are prepared under the historical cost convention and on a going concern basis. The trustees consider that there are no material uncertainties which cast doubt on the charity's ability to continue as a going concern. In forming this opinion they have considered the level of funds held and the expected level of income and expenditure in the twelve months from the date of the approval of these financial statements.

(iii) Incoming resources

All incoming resources are reported gross of any related expenditure.

Donations and legacies comprises all incoming resources from sponsorships, legacies, donations and grants (including those received from local governmental organisations). Such income is recognised in the period: in which the charity is legally entitled to the receipt; after any performance conditions have been met; the amount can be measured with reasonable certainty; and it is probable that the income will be received. Where there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then the income is deferred until those conditions are fully met. Any such income which is deferred to a future accounting period is carried forward in the balance sheet within creditors falling due within one year.

No amounts are included in accounts for services donated by volunteers.

Incoming resources from charitable activities comprise amounts receivable by the charity, from users of the services that it provides, in undertaking its charitable activities.

Investment income comprises interest receivable on cash balances held in appropriate interest bearing deposits. Such income is recognised when it is receivable and is allocated to the fund to which it relates.

Other trading activities comprise income from letting and licensing arrangements for space in property held primarily for functional use by the charity but which is temporarily surplus to its operational requirements.

Other income represents miscellaneous operational receipts that do not relate to any of the above headings.

Voluntary Action South Leicestershire

Notes to the accounts for the year ended 31 March 2024

2 PRINCIPAL ACCOUNTING POLICIES (continued)

(iv) Resources expended

All expenditure is accounted for on an accruals basis and is recognised when there is a legal or constructive obligation to pay, it is probable that settlement will be required and the amount of the obligation can be measured reliably. As the charity is not VAT registered the expenditure is stated inclusive of VAT. All of the expenditure in the year has been categorised as relating to charitable activities.

Cost of charitable activities represents the direct costs incurred in providing services to its users/beneficiaries in fulfillment of the charity's objects together with all of the support costs, such as governance, staff, premises and administration costs that are directly attributable to those activities.

Any support costs that are not directly attributable to particular headings are allocated to activities on a basis consistent with use of the resources. This allocation involves a significant degree of management judgement but the charity has to consider the cost benefit of detailed calculations and record keeping.

(v) Tangible fixed assets and depreciation

Expenditure of a capital nature, which exceeds £2,000 per item, is capitalised at cost as a fixed asset and depreciation is provided on a straight-line basis so as to write off the cost over the anticipated useful economic life of the asset. The relevant rate is 25% per annum.

(vi) Financial instruments

All of the charity's financial assets and financial liabilities are of a kind that qualify as basic financial instruments. Such basic financial instruments are initially recognised at transaction value and are subsequently measured at their settlement value.

(vii) Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

(viii) Operating leases

Rentals payable under operating leases are charged to the Statement of Financial Activities as incurred on a straight-line basis over the term of the lease.

(ix) Pension costs

Payments to defined contributions schemes on behalf of the charity's employees are charged as an expense in the Statement of Financial Activities as they are incurred.

(x) Fund accounting

The charity has various types of funds for which it is responsible and which require separate disclosure.

Unrestricted funds comprise those general funds which the Trustees are free to use in accordance with the charity's objects.

Designated funds are unrestricted funds which the Trustees have earmarked for particular purposes.

Restricted funds are funds which have been given to the charity for particular purposes specified by the donor or by the terms of an appeal, within the overall aims of the charity. The donation and any income arising therefrom must be used in accordance with the specified purposes.

Transfers are made from restricted funds to general funds to cover the agreed contribution from each fund towards the general management expenses of the charity.

A description of the funds in existence in the year is given at Note 11.

Voluntary Action South Leicestershire

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

3 INCOME FROM DONATIONS & LEGACIES	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Grants received in the year from:				
Leicestershire County Council	-	282,658	282,658	273,323
Harborough District Council	9,800	-	9,800	12,900
Big Lottery Fund	-	98,519	98,519	71,663
National Lottery Community Fund	-	39,318	39,318	-
Market Harborough & The Bowdens Charity	34,664	-	34,664	51,224
NHS Leicester, Shire & Rutland IDB	-	-	-	40,000
Energy Savings Trust	-	18,146	18,146	-
Other providers	-	-	-	3,500
	44,464	438,641	483,105	452,610
Movement in deferred income	-	3,501	3,501	22,183
	44,464	442,142	486,606	474,793
Other donations and voluntary income	3,043	5,073	8,116	19,855
Total income from donations and legacies	47,507	447,215	494,722	494,648

In the year ended 31 March 2023, £428,229 of Grants and £19,104 of Other donations and voluntary income related to restricted funds (see Note 11).

Certain grants received in the year are subject to performance conditions which the charity has to fulfil in order to become entitled to use the income. The balance of the income deferred, which is included in Creditors: Amounts falling due within one year, comprises:

	2023 £	2022 £
Deferred income at the start of the year	3,501	25,684
Net Movement in the year	(3,501)	(22,183)
Deferred income at the end of the year	-	3,501

4 INCOME FROM CHARITABLE ACTIVITIES	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Contributions from users of the Transport Schemes	-	54,031	54,031	42,966
Costs recharged to HCYC	-	1,815	1,815	-
Total income from charitable activities	-	55,846	55,846	42,966

5 EXPENDITURE ON CHARITABLE ACTIVITIES	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Costs incurred in connection with:				
Governance:				
Auditors' remuneration (including preparation of accounts)	9,780	-	9,780	5,760
Staff & volunteers:				
Gross wages and salaries	75,176	314,832	390,008	347,065
Employers' NI Contributions	6,016	19,591	25,607	21,783
Pension contributions	3,876	14,489	18,365	16,420
Staff travel and training	2,115	4,110	6,225	6,005
Other staff costs	-	-	-	45
Volunteers' costs	1,150	42,903	44,053	35,340
Event costs	337	9,020	9,357	8,820
	88,670	404,946	493,616	435,479
Sub-Total carried forward	98,450	404,946	503,396	441,239

Voluntary Action South Leicestershire

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

5 EXPENDITURE ON CHARITABLE ACTIVITIES (continued)	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Sub-Total brought forward	98,450	404,946	503,396	441,239
Premises and assets:				
Insurance	3,974	-	3,974	3,655
Other premises costs	30,081	-	30,081	29,588
	<u>34,055</u>	<u>-</u>	<u>34,055</u>	<u>33,243</u>
Office, administration & IT:				
Office expenses & IT	34,278	6,333	40,611	33,867
Repairs and renewals	505	-	505	317
Consultancy & professional fees	12,849	1,763	14,612	15,450
Publicity and promotion of charitable activities	-	2,035	2,035	3,665
Miscellaneous expenses	305	-	305	41
	<u>47,937</u>	<u>10,131</u>	<u>58,068</u>	<u>53,340</u>
Grants paid:				
HCYC - Support for children & young people	-	-	-	17,236
Total expended on charitable activities	<u>180,442</u>	<u>415,077</u>	<u>595,519</u>	<u>545,058</u>

Of the total costs incurred in the year ended 31 March 2023, £380,234 related to restricted funds (see Note 11).

The above costs are allocated as follows:

	Directly attributed to activities £	Support Costs £	2024 Total £	2023 Total £
Governance	-	9,780	9,780	5,760
Staff & volunteers	404,946	88,670	493,616	435,479
Premises and assets	-	34,055	34,055	33,243
Office, administration & IT	10,131	47,937	58,068	53,340
Grants paid	-	-	-	17,236
	<u>415,077</u>	<u>180,442</u>	<u>595,519</u>	<u>545,058</u>

These costs are associated with the following categories of charitable activity in the year:

Carers Services	195,416	81,249	276,665	245,827
Befriending services	118,152	37,395	155,547	139,088
Transport services	101,509	12,894	114,403	101,624
Development of Community Services:				
Funded by restricted grants	-	-	-	1,678
Funded from unrestricted income	-	48,904	48,904	56,841
	<u>415,077</u>	<u>180,442</u>	<u>595,519</u>	<u>545,058</u>

The basis of allocation of support costs is management budgeting and review of estimated usage. Inevitably, this has involved a significant element of judgement but the charity has to consider the cost benefit of detailed calculations and record keeping.

Voluntary Action South Leicestershire

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

6 TRUSTEES' REMUNERATION & EXPENSES

None of the Trustees, or any persons connected with them, received any remuneration for their services as trustees in either the year ended 31 March 2024 or in the preceding financial year. No expenses were paid to trustees during either year.

7 STAFF NUMBERS AND EMOLUMENTS

	Year Ended 31 March 2024	Year Ended 31 March 2023
The average number of employees in the year was as follows:		
Engaged on charitable activities	16.50	16.33
Engaged in management and administration	2.08	2.00
Totals	18.58	18.33

No person's emoluments exceeded £60,000 per annum and the aggregate amount paid was as follows:

	Year Ended 31st March 2024 £	Year Ended 31st March 2023 £
Salaries	390,008	347,065
Social Security Costs (net of Employment Allowance)	25,607	21,783
Pension contributions	18,365	16,420
Total paid by the charity	433,980	385,268

Contributions to the employees' defined contribution pension plans are included in resources expended as they are incurred and are allocated between funds using the same method as the salaries to which they relate. At 31 March 2024 contributions of £2,997 (2023: £58) were included in accruals.

The total employment benefits (including pension contributions) of the key management personnel, comprising the Trustees (who received no remuneration), the Charity Manager and the managers of: Carer Services, Transport; Community Champions; Wellbeing Befriending; and Business Support, were £196,988 (2023: £162,821).

8 NET INCOME/(EXPENDITURE) FOR THE YEAR

	Year Ended 31st March 2024	Year Ended 31st March 2023
Net Income/(Expenditure) is stated after charging the following expenses:		
Operating lease rentals	20,056	21,351
Auditors' remuneration		
Edward Thomas Peirson & Sons	For audit services 5,580	2,418
	For other assurance services 4,200	3,342

Edward Thomas Peirson & Sons prepared and audited the statutory accounts.

9 DEBTORS

	2024 £	2023 £
Trade Debtors	18,721	12,048
Prepayments	7,168	7,168
Other Debtors	124	56
	26,013	19,272

Voluntary Action South Leicestershire

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

10 CREDITORS: Amounts falling due within one year

	2024	2023
	£	£
Accrued expenses	21,398	10,876
Deferred income - grants (see Note 3)	-	3,501
Other creditors	15,861	9,976
Other taxes and social security	6,688	5,135
	<u>43,947</u>	<u>29,488</u>

11 FUNDS

	At 1 April 2023	Income	Expenditure	Movement in Deferred Income	Transfers	At 31 March 2024
	£	£	£	£	£	£
Unrestricted Funds:						
General Fund	61,233	52,575	(180,442)	-	131,537	64,903
Designated Funds:						
Financial Reserve	110,000	-	-	-	-	110,000
Adversity Reserve	20,000	-	-	-	-	20,000
Total unrestricted funds	<u>191,233</u>	<u>52,575</u>	<u>(180,442)</u>	<u>-</u>	<u>131,537</u>	<u>194,903</u>
Restricted Funds:						
Related to Development of Community Services	-	-	-	-	-	-
Related to carers:						
Leicester carers project	39,934	256,238	(170,777)	3,501	(70,037)	58,859
Young carers	-	1,418	(1,418)	-	-	-
Digital Inclusion	-	-	-	-	-	-
Mental Health	-	-	-	-	-	-
Dementia Guardians	40,000	68	(23,222)	-	(11,212)	5,634
Related to befriending:						
Community champions	20,306	99,874	(80,782)	-	(28,705)	10,693
Community wellbeing	41,273	39,318	(37,370)	-	(8,689)	34,532
Related to transport:						
Transport	41,977	102,644	(101,508)	-	(12,894)	30,219
Total restricted funds	<u>183,490</u>	<u>499,560</u>	<u>(415,077)</u>	<u>3,501</u>	<u>(131,537)</u>	<u>139,937</u>
Total Funds	<u>374,723</u>	<u>552,135</u>	<u>(595,519)</u>	<u>3,501</u>	<u>-</u>	<u>334,840</u>

Unrestricted funds comprise those funds which the Trustees are free to use in accordance with the charity's objects.

Designated funds are unrestricted funds which have been earmarked for particular purposes. The financial reserve is maintained at a level which is approximately equal to the aggregate of: three months' core running costs; the amount required to cover potential redundancy costs; and anticipated net cash outflows in the event of the charity's activities being wound up. The adversity reserve was created in January 2021 to cover additional expenditure that may be incurred in extraordinary circumstances such as those experienced in 2020 due to the Covid pandemic. No expenditure of money from either reserve can be committed except by explicit decision of the board.

Restricted funds are funds which have been given to or have been raised by the charity for particular purposes. They are grouped together into the broad categories to which they relate, namely: carers; befriending; transport and other activities. The Trustees' report provides additional information in relation to these activities and funds.

Voluntary Action South Leicestershire

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

11 FUNDS (continued)

Transfers from the various restricted funds to the general fund are made in respect the agreed contribution from each fund towards the business support costs of the charity. Occasionally, transfers are also made between restricted funds to reflect the value of the benefit received by a fund from expenditure incurred in another fund.

Any deficit remaining, at the end of a project that has financed by restricted funds, is covered by a transfer from the general fund.

Fund movements during the year ended 31 March 2023 were as follows:

	At 1 April 2022 £	Income £	Expenditure £	Movement in Deferred Income £	Transfers £	At 31 March 2023 £
Unrestricted Funds:						
General Fund	68,497	49,576	(164,824)	-	107,984	61,233
Designated Fund:						
Financial Reserve	110,000	-	-	-	-	110,000
Adversity Reserve	20,000	-	-	-	-	20,000
Total unrestricted funds	198,497	49,576	(164,824)	-	107,984	191,233
Restricted Funds:						
Related to Development of Community Services	1,677	-	(1,677)	-	-	-
Related to carers:						
Leicester carers project	30,353	212,578	(151,029)	(3,501)	(48,467)	39,934
Young carers	18,459	876	(19,431)	-	96	-
Digital Inclusion	2,177	-	(2,177)	-	-	-
Mental Health	23,038	30,299	(15,548)	-	(37,789)	-
Dementia Guardians	-	40,000	-	-	-	40,000
Related to befriending:						
Community champions	26,029	72,468	(75,458)	25,684	(28,417)	20,306
Community wellbeing	28,585	19,384	(26,315)	-	19,619	41,273
Related to transport:						
Transport	51,091	92,511	(88,599)	-	(13,026)	41,977
Total restricted funds	181,409	468,116	(380,234)	22,183	(107,984)	183,490
Total Funds	379,906	517,692	(545,058)	22,183	-	374,723

12 ANALYSIS OF NET ASSETS BETWEEN FUNDS

The allocation of net assets between funds at 31 March 2024 was as follows:

	General Fund £	Designated Fund £	Restricted Funds £	Total £
Debtors	7,292	-	18,721	26,013
Cash at bank and in hand	81,523	130,000	141,251	352,774
Creditors: Amounts falling due within one year	(23,912)	-	(20,035)	(43,947)
Total Net Assets	64,903	130,000	139,937	334,840

All liabilities connected with the payroll are included in the above analysis as relating to the General Fund.

Voluntary Action South Leicestershire

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

12 ANALYSIS OF NET ASSETS BETWEEN FUNDS (continued)

The allocation at 31 March 2023 was:

	General Fund £	Designated Fund £	Restricted Funds £	Total £
Debtors	7,674	-	11,598	19,272
Cash at bank and in hand	69,094	130,000	185,845	384,939
Creditors: Amounts falling due within one year	(15,535)	-	(13,953)	(29,488)
Total Net Assets	61,233	130,000	183,490	374,723

13 OPERATING LEASE COMMITMENTS

The charity is committed to make the following aggregate future minimum lease payments under non-cancellable operating leases:

	2024 £	2023 £
Aggregate payments due:		
Within one year	10,126	9,963
In two to five years	1,095	-
In more than five years	-	-
	<u>11,221</u>	<u>9,963</u>

14 RELATED PARTIES

There were no related party transactions in the year or in the preceding financial year.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

England & Wales - Charity number 1141274

Accounts

Registered Charity Number: 1141274

Company Number: 07517828

**Voluntary Action South Leicestershire
(a charitable company limited by guarantee)**

ANNUAL REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31 March 2023

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

The Trustees present their Report, which includes the Directors' Report required by company law, together with the Financial Statements of the charitable company ("the charity") for the year ended 31 March 2023.

REFERENCE AND ADMINISTRATIVE DETAILS

Charity Name

The charity's formal name is Voluntary Action South Leicestershire but it is also known, and frequently referred to, as VASL.

Statutory information

Information regarding the charitable company's registration numbers, registered office, current trustees, senior manager and other advisers is set out at Page 1 to the financial statements.

Directors/Trustees and Management

The directors of the charity are also its trustees for the purpose of charity law and throughout this report and financial statements are referred to collectively as the Trustees or the Board. Those who have served in this capacity during the period covered by the financial statements are as follows: –

Chair:	Linda Jones CBE	
Treasurer:	Gail Lamb	Resigned 30 June 2023
	Howard Grant	
	Kate Godber	
	Barbara Johnson	Resigned 4 May 2023
	Suzanne Packer	
	Pritibala Joshi	Resigned 21 June 2022
	Helen Murray	Resigned 1 July 2022
	Hazel Cook	Appointed 30 January 2023

Following the end of the period the following were appointed as additional directors/trustees:

Richard Clarke	Appointed 22 May 2023
Anne Pridmore	Appointed 22 May 2023
Brian Shayanewako	Appointed 31 July 2023

The Trustees are also the members of the company.

Company Secretary: Maureen O'Malley

OBJECTIVES AND ACTIVITIES

Objects

The charity's objects, as set out in the Articles of Association of the charitable company, are:

- to promote any charitable purposes for the benefit of the community, principally but not exclusively in the local government area of Harborough and wider Leicestershire (herein called the 'area of benefit') and, in particular, to develop services which enhance the well-being of people who are in a situation of need, hardship or distress, or who are aged or sick. Such support services include, but are not limited to, support for carers of all ages, social transport, and mental health support; and

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

OBJECTIVES AND ACTIVITIES (continued)

- to provide high quality services in response to identified need, actively involving volunteers and working in partnership with third sector, statutory and other relevant bodies in the achievement of the above purposes within the area of benefit.

Aims and strategies

In satisfaction of these objects our aims are to:

- develop services which enhance the wellbeing of people who are in particular need of support;
- use and value the important contribution of volunteers in all our services;
- be proactive and reactive to local needs;
- encourage and promote social inclusion; and
- continually learn, improve and innovate as an organisation.

Our mission is to improve and enrich the lives of people in our community by providing services and volunteer facilitated activities with strategic objectives of:

- meeting community needs;
- ensuring sustainable growth; and
- achieving organisational excellence

Our vision is to cement our position as the lead 3rd sector organisation in Harborough District and a major provider of services across the county.

Our success is reliant on all trustees, staff and volunteers applying our key values of:

- Respect – treating everyone with dignity and fairness
- Equality of opportunity – recognising and welcoming diversity
- Openness – in the way we work
- Responsiveness – to the needs of the community
- Collaboration – working with others to achieve joint aims

Activities and Projects

The principal projects and activities with which we have been involved in the year are detailed below.

1. Support for Carers Leicestershire

We were successful in our bid to continue to run the Support for Carers project which, in addition to organising support groups and networking events and forums with health and social care professionals, provides carers with an easy to reach telephone support line, a listening ear and professional support including signposting to specialist help where appropriate. The new contract was awarded from 1 November 2022 and runs for a further three plus one years.

Furthermore, in December 2022, Leicestershire County Council arranged a meeting with us asking if we would deliver a new short-term project, Hospital Discharge Grant for Carers, which needed to be implemented at great speed. We agreed and recruited a new worker to the team. The project was a huge success; it was up and running for 11 weeks, closing on the 31 March 2023, and was aimed at helping carers when their loved ones were being discharged from hospital. They could apply for a one-off grant of up to £500 to assist with the cost of petrol, loss of earnings, cleaning, gardening and anything that would ease their situation.

Unfortunately, our Carers Dementia Guardian project was delayed but will start from the beginning of April 2023.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

OBJECTIVES AND ACTIVITIES (continued)

Activities and Projects (continued)

2. Young Carers

As explained in last year's report, this project was transferred to another local charity, Harborough Young People and Childrens Charity (HCYC) in July 2022. However, VASL remains a partner, providing volunteer drivers and escorts for the young carers to attend fortnightly groups.

3. Community Champions

Community Champions is a hybrid project and offers our clients and volunteers a real range of life and online connection experiences.

Befriending through home visits, telephone calls and letter writing have continued. There have been regular learning events including a volunteer-led session on bladder health. Other topics covered include 5 Ways to Well-being, Bereavement, Safeguarding, and Self Care. Two Next Steps courses have taken place, (volunteer-led), resulting in clients going to more community events and making new connections. Two clients also launched a card playing group.

We have enjoyed bringing volunteers together again for face-to-face connection through VASL celebrations and project socials, and there have been monthly Community Gatherings for clients.

Digital support sessions have been taking place monthly at Market Harborough and Lutterworth libraries and monthly mini zooms led by volunteers are enjoyed by clients.

The Steering Group has expanded to include partners from Leicestershire County Council's Local Area Co-ordinators Team, and Harborough Community Buses.

Our inter-generational work is flourishing – Welland Academy host themed Community Gatherings, and *Human Library* sessions at Robert Smyth School have been a real success.

We have a weekly volunteer-led Breakfast Club and monthly Zoom Book Club. Monthly newsletters have been praised for keeping all stakeholders informed of project progress.

4. VASL Transport

Demand for the service increased throughout the year to reach pre-pandemic levels. Unfortunately, we were only able to offer health related journeys through most of the year, due to the number of active volunteer drivers. Driver numbers were reduced as a result of the pandemic and volunteers not being ready to resume their volunteering. We also lost a number of drivers due to ill health or family circumstances.

Towards the end of the year, a recruitment drive increased volunteer numbers and we were able to offer some social as well as health journeys. We also restarted our monthly bus trips which was welcomed by our clients.

The Transport Scheme is set to continue to thrive in the next year, under the management of Lisa Jones following the retirement, in April 2023, of Sandy Handley after 29 years of sterling service as Transport Manager .

5. My Mind Matters

Following a retendering process, the My Mind Matters service was transferred to Richmond Fellowship with effect from 1 October 2022.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

OBJECTIVES AND ACTIVITIES (continued)

Activities and Projects (continued)

6. Wellbeing Befriending

There has been a continuous steady flow of volunteers and referrals to the project, who reflect a diverse section of society in terms of age and ethnicity. Volunteers have remained committed to the values of the project and many have supported a variety of clients with a wide range of needs with weekly telephone befriending calls. The flexibility around the role, as well as using a recognised model like the 5 ways to Wellbeing, makes the Wellbeing Befriending Service volunteering role an attractive option for many.

Increased recorded evidence highlights that the overall wellbeing has continued to improve for those who access the service. Close partnership working with local and national resources has thrived.

Highlights include welcoming a third-year university student into the project and embracing her input and perspectives. A Wellness Day in the summer of 2022, where we invited clients and volunteers, was a huge success; spirits were high and new levels of confidence were discovered. Another key highlight was taking time to seek quantitative and qualitative data from clients and volunteers which was instrumental in the National Lottery application. Overall, it was a successful year, where the project was able to build on the solid foundations created in the first year.

7. Volunteering

As an organisation, we continue to provide quality volunteering opportunities, with excellent training and support. Volunteering in the community continues to be vital to the projects and services we provide.

VASL volunteering opportunities are publicised and promoted on a regular basis and we hold the Investing in Volunteers Accreditation, which is a recognised quality mark for volunteer involving organisations.

8. Representation and Engagement

VASL continues to sit on key forums and engagement groups throughout Harborough District and wider Leicestershire. We are regularly consulted by Health and Social Care to help identify and shape services that support our client groups and the wider community. We continue to have a close working relationship with Harborough District Council, and Leicestershire County Council.

We have developed and strengthened our relationships with Health through the newly formed Primary Care Networks.

Public Benefit

The Trustees are pleased to confirm that they have referred, and continue to refer, to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

ACHIEVEMENTS AND PERFORMANCE

At the beginning of the year the Trustees set the following strategic priorities for 2022/23:

Organisational

- To conduct a review into the structure of VASL, with particular consideration of the need for an additional post of Operational Manager and funding to support any proposed changes.
- To review VASL's GDPR policies and procedures and amend as required.
- To continue the work started in 2021-22, to review and develop VASL's Equality, Diversity, Equity and Inclusion in staffing, projects, communications and engagement.
- To ensure the wellbeing of VASL staff, keeping their needs under review and developing new ways of supporting them, as necessary.

Project based

- To implement the required changes to the Community Champions project following the successful National Lottery funding application for a further three years.
- To continue to develop the Wellbeing Befriending Service, evaluate its impact and, if effective, seek funding for its longer-term provision.
- To submit a bid for the renewal of the My Mind Matters contract, covering three county districts, Harborough, Oadby, Wigston and Blaby, and to ensure that plans are in place to support the smooth transfer of the contract to another provider in the event that the bid is unsuccessful.
- To seek a further contract extension for the Support for Carers project or to submit an application for funding if the contract is put out for re-tender.

VASL continued to thrive throughout 2022/23. All projects and services resumed pre Covid activities and staff, volunteers and clients benefitted from face-to-face meetings, events and activities.

To re-establish VASL as a leading local charity, a large event was held in June 2022. 'VASL Unlocked! We're back!'. We hired the Three Swans Conference centre and held a very successful event for funders, partner agencies, trustees, staff and volunteers. We came together to celebrate our work and impact in the community. It was attended by over 60 people and the event was hosted by local Radio Presenter, Dave Irving.

During the year we retendered for two Leicestershire County Council contracts:

The first one was the Mental Health and Wellbeing Recovery contract which VASL had held for 5 years covering the Harborough District Only. When the contract was reissued, the Harborough District had been combined with Oadby, Wigston and Blaby. Although we put in a robust tender, VASL was unsuccessful, and the contract was awarded to another provider. Two members of staff were eligible for TUPE, however they both found alternative employment before the transfer date. However, VASL continues to offer Mental Health and Wellbeing support in Harborough District through our Wellbeing Befriending Project. Further funding for Wellbeing Befriending was finally secured from Market Harborough and the Bowden's Charity and Lottery Community Fund, meaning the project will run until July 2025.

The second Leicestershire County Council contract that we tendered for was the long-established Support for Carers Contract. We were delighted to be successful, and the contract has been awarded for four years. The new contract commenced on the 1st November 2022.

During the year we were also successful in securing funding for a Carers Dementia project (Carers Dementia Guardian Project). This was pilot funding from Leicester, Leicestershire and Rutland NHS innovation fund. For various reasons the project was delayed and commenced in April 2023.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

ACHIEVEMENTS AND PERFORMANCE (continued)

In November our Transport Manager, Sandy Handley gave notice of her retirement. Sandy retired on the 30th April 2023 after 29 years' service. VASL appointed a new Transport Manager, Lisa Jones.

VASL renewed our Investing in Volunteers Quality Accreditation. This is a nationally recognised quality mark for Charitable Organisations that involve and support volunteers in their work.

The Board of Trustees, led by Linda Jones, continued to oversee and support the everchanging developments of VASL. During this period, we recruited a new trustee and two trustees stood down.

As we look to this next year it will again be a time of significant change. Gail Lamb, our Treasurer of 12 years, resigned on the 30th June 2023 and the Charity Manager retires at the end of December 2023.

VASL is a highly successful, well run and financially secure charity and is in an excellent position to face the necessary changes during the coming year.

We are, as ever, most grateful to all of those who have provided funds to support our work throughout 2022/23. The funding that we have received has ranged from individual donations and one-off pots of funding from individuals, community groups and businesses to larger grants from organisations including:

- Leicestershire County Council,
- Harborough District Council,
- Market Harborough and the Bowden's Charity,
- National Lottery Community Fund,
- BBC Children in Need, Leicester,
- Leicestershire and Rutland Community Foundation,
- Leicestershire County Council Shire Grants,
- Postcode Community Trust,
- Leicester, Leicestershire and Rutland NHS Trust.

The difference we have made

The Table below summarises the difference VASL made in our Communities during 2022-23.

Community	Total Individuals	How Have They Benefited?
Carers across Leicestershire	3,061 individual family carers supported.	• Carer helpline (Monday - Friday, 9am – 5pm) • Online support through website, Facebook, Twitter • Support group sessions delivered to share experiences and enjoy social time. • County-wide Forum events • Newsletters provided information and contacts • Telephone befriending • 6,272 hours of advice, information, guidance, and one-to-one support
Isolated Older People	129	• Social support – Community Champions • Befriending, digital & telephone support, pen pals

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

Community	Total Individuals	How Have They Benefited?
People needing help with transport	3,960	• Passenger journeys
Number of Foodbank deliveries	394	• VASL social car scheme volunteers provided transport for foodbank clients.
People needing support with their Mental Health	67	• Information • Advice and Navigation • One to One Support • Befriending
Volunteers	9 VASL Trustees 138 VASL Volunteers	• Supporting all VASL Projects and governance of the organisation
Community Groups in Harborough		• Local Groups encouraged to attend Community Networking events • Ad Hoc support
The Business and Public Sectors	We worked with many different organisations including: • Leicestershire County Council • Harborough District Council • NHS community mental health teams • Leicestershire PCN's • CCG's • LLILT Group • Healthwatch • Waitrose • Local schools, libraries, adult learning • GP practices across Leicestershire • Primary Care Networks • Parish Councils • Schools/Education Establishments	• Worked in partnership with VASL to support their customers and share knowledge and ideas • Raised their community profile • Engaged with businesses
Charities/Third Sector/Grant Makers	We worked with many different charities including: • Market Harborough Bowdens Charity • Harborough FM • LLR Community Foundation • Big Lottery • Children In Need	• Met their charitable aims by awarding grants to VASL for project activity • Took referrals for services from VASL staff • Attended VASL forums • Consulted on project development

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

	• Age UK • LAMP • Dementia Harborough • Befriending Network • Community Transport Association • Alzheimer's Society • Sustainable Harborough • HCYC • The Cube Youth Centre • LOROS • Voluntary Action Leicestershire	
Community	Total Individuals	How Have They Benefited?
The Wider Community		• Support for Carers Leicestershire website provides information and support • VASL website provides information, support and access to services

FINANCIAL REVIEW

Financial Performance

The financial period covered by the accounts and this report was a 12-month period from 1 April 2022 to 31 March 2023. The annual income was £539,875 (2022: £537,190) and the total costs were £545,058 (2022: £519,572). This resulted in a net deficit of £5,183 (2022: Surplus £17,618). There was a £7,264 deficit in unrestricted funds (2022: £10,505) and a £2,081 surplus in restricted funds (2022: £28,123).

VASL continues to operate in a period of considerable financial uncertainty in relation to core funding from statutory bodies and project funding from other agencies. In view of this the Trustees considered it prudent to retain a designated financial reserve of £110,000 to cover contingencies (see Policy on reserves below).

Policy on cost recovery

In undertaking a grant funded project, VASL aimed to apply the principles of Full Cost Recovery. That is, it recognised that each project undertaken by VASL was supported by a central organisation whose costs must be covered by the organisation as a whole. Each project had therefore to contribute its share of the central cost.

Accordingly, except where there was an explicit agreement with the funder on the amount of grant which was to be applied to central costs, an overheads charge was levied in proportion to the staff time devoted to the project. These charges were calculated as part of the annual budgeting process, and were applied in the accounts as inter-fund transfers.

Policy on reserves

VASL's policy on reserves has been designed to protect it from uncertainties in funding from statutory and grant making bodies, and other financial risks. Its aim is to ensure that there are sufficient funds to meet all its contractual obligations and to continue in operation until there has been time to reorganise to meet the contingency.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

FINANCIAL REVIEW (continued)

Policy on reserves (continued)

The Trustees agreed that:

- a) The VASL Board would continue to designate funds in its accounts to be its adversity and financial reserves.
- b) No expenditure of money from these reserves could be committed for any purpose except by explicit decision of the board. In so deciding, the board would consider whether, when and how the reserve could be replenished.
- c) The core fund operational reserves should be designated for business development costs to cover delivery of the strategic plan.
- d) The financial reserves and business development reserves should be invested in three interest-bearing instant access accounts to a maximum of £85,000 in each (as per previous FSA guidelines re risk).

The VASL board reviewed its financial risks and decided not to increase or decrease its designated adversity reserve of £20,000 nor its designated financial reserve of £110,000 comprising:

Three months' core running costs	£50,000
Negative cash flow in run down situation	£25,000
Reserve for possible redundancy costs	£35,000

Unrestricted reserves which have not been designated amounted to £61,233 at 31 March 2023 and the Board considers that these are at an acceptable level for the day to day operating requirements of the charity. The aggregated reserves of restricted income funds amounted to £183,490, which is in line with the expectation of the Board. This reflects the receipt of grants in advance of incurring the associated expenditure in respect of projects which cover more than one financial year.

PLANS FOR FUTURE PERIODS

At the start of the financial year we adopted a new Strategic Plan for 2022-2025, which incorporated views and opinions from our clients, volunteers, staff, trustees, funders and strategic partners.

The Strategic Plan acknowledges that we need to continue to support our staff and volunteers and maintain the standards of our current funded projects. We will continue to identify gaps in provision and opportunities to develop new services, or make developments within existing ones, to meet them. We will consider how our projects can help to reduce the impact on our clients of the cost of living crisis. We have successfully bid for funding on a project which will run from 1st October 2023 until September 2025 for a Carers Energy Officer to assist carers with reducing energy costs.

We will continue to develop new partnerships and are looking to develop further support for those suffering from the effects of Dementia. We want to continue to recruit more Volunteers, provide them with the training and support they need, and retain them to help deliver our quality services. This has been proven with our success in the Investing in Volunteers re-accreditation.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution and Governing Document

The charity was incorporated on 4 February 2011 as a company limited by guarantee (Company Number 07517828), not having a share capital, and is governed by its Memorandum and Articles of Association of that date, as amended on 18 March 2019. It was registered as a charity by the Charity Commissioners for England and Wales on 8 April 2011 (Registered Number 1141274).

Each of the members has agreed to contribute the sum of £1 in the event of the charity being wound up.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)

Appointment of trustees

Trustees are nominated from persons who through residence, occupation, employment or otherwise have special knowledge of the area of benefit, or who are otherwise able, by virtue of their personal or professional qualifications, to make a significant contribution to the pursuit of the objects or the management of the charity.

Trustee induction and training

New trustees are briefed on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the company. During the briefing they are also given a tour of the charity's premises and are introduced to the employees and other trustees. All trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

Organisational Structure

The Trustees hold formal meetings every eight weeks and have elected a Chair, Secretary and Treasurer from their number. The Trustees are responsible for setting the strategic direction of the charity and have delegated day to day decisions concerning its operation to Maureen O'Malley the Senior Manager.

Arrangements for setting staff pay

Staff pay, including that of the senior manager, reflects the level of responsibilities of the posts and is benchmarked with similar sized voluntary and community sector organisations. Cost of living increases take into account inflation and levels awarded for public and voluntary sector organisations. These decisions are taken by the full Board of Trustees on the recommendation of the Board's Human Relations subcommittee.

Risk management

The Trustees keep the charity's activities under regular review in order to identify the opportunities available to the charity and the risks to which it is exposed. Where risks are identified, for example in relation to fraud, systems and procedures are established and implemented to mitigate those risks identified and to minimise their impact should they materialise.

In particular, the Trustees recognise that the charity is a service organisation and that one of the principal risk that it faces, in attempting to fulfil its aims and objects, is that its standard of service falls short of that which might reasonably be expected by users. As a result, we have implemented a quality assurance policy statement based on the Trusted Charity Mark, Level 2 (previously PQASSO). This defines the benchmarks for standards throughout the Voluntary Sector and comprehensive arrangements to monitor progress in implementing and adhering to these standards.

In addition, we are committed to providing training programmes to staff and volunteers to assist them in all areas of activity in which they are likely to become involved in the operation of the charity.

FUND-RAISING STANDARDS INFORMATION

The charity does not carry out significant fundraising activities.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

TRUSTEES' RESPONSIBILITIES STATEMENT

The Trustees (who are also Directors of VASL for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 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 charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

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

PREPARATION OF REPORT

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD

Linda Jones CBE

Chair

Dated September 2023

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF VOLUNTARY ACTION SOUTH LEICESTERSHIRE

Opinion

We have audited the financial statements of Voluntary Action South Leicestershire for the year ended 31 March 2023 which comprise the Statement of Financial Activities (including Income and Expenditure Account), the Balance Sheet, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (United Kingdom Generally Accepted Accounting Practice)

In our opinion the financial statements:

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

Basis for opinion

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

Conclusions relating to going concern

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

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

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

Other information

The Trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF VOLUNTARY ACTION SOUTH LEICESTERSHIRE
(continued)**

Other information (continued)

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on other matter prescribed by the Companies Act 2006

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

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

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

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

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement set out on page 12, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF VOLUNTARY ACTION SOUTH LEICESTERSHIRE
(continued)**

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditors under Section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

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

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

- the engagement partner ensured that the engagement team collectively had the appropriate experience, competence, capabilities and skills to identify or recognise non-compliance with laws and regulations;
- through discussions with the trustees and other management, and from our commercial knowledge of the charitable company's multiple activities and objectives, we identified the laws and regulations applicable to the charitable company and focused on specific laws and regulations which we considered may have a direct material effect on the financial statements and operations of the charitable company. These included company law, employment legislation; and
- we remained alert to instances of non-compliance throughout the audit and assessed the extent of compliance through discussions with management and examination of documentation.

We assessed the susceptibility of the company's financial statements to material misstatement and obtained an understanding of how fraud might occur by:

- making enquiries of management as to where they considered there was a susceptibility to fraud and their knowledge of any actual, suspected or alleged fraud; and
- considering the internal controls in place to mitigate the risk of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify unusual or unexpected relationships;
- reviewed the nominal ledger and, specifically, journal entries to identify large or unusual transactions and investigated them; and
- we assessed the extent to which accounting entries relied on a high degree of judgement and/or estimation.

In response to the risk of irregularities and non-compliance with laws and regulations we designed procedures which included:

- agreeing financial statement disclosures to supporting documentation;
- reading minutes of trustees' meetings, relevant regulators and any of the company's professional advisers;
- performing substantive procedures on material balances and transactions; and

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF VOLUNTARY ACTION SOUTH LEICESTERSHIRE
(continued)**

- enquiring of management as to actual and potential litigation and claims.

There are inherent limitations in our audit procedures outlined above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the Trustees and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment and/or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

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

Callum Veasey (Senior Statutory Auditor)
For and on behalf of: Edward Thomas Peirson & Sons
Statutory Auditor
Chartered Accountants
21, The Point
Rockingham Road
Market Harborough
Leicestershire
LE16 7NU

September 2023

Voluntary Action South Leicestershire

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

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
INCOME FROM:					
Donations and legacies	3	47,315	447,333	494,648	514,377
Charitable activities	4	-	42,966	42,966	21,098
Investment income - Bank interest receivable		2,257	-	2,257	1,715
Other		4	-	4	-
Total income		<u>49,576</u>	<u>490,299</u>	<u>539,875</u>	<u>537,190</u>
EXPENDITURE ON:					
Charitable activities	5	164,824	380,234	545,058	519,572
Total expenditure <i>SPENDING</i>		<u>164,824</u>	<u>380,234</u>	<u>545,058</u>	<u>519,572</u>
Net income/(expenditure) for the year		(115,248)	110,065	(5,183)	17,618
Net transfers between funds	11	107,984	(107,984)	-	-
Net movement in funds	11	(7,264)	2,081	(5,183)	17,618
Reconciliation of funds:					
Balances brought forward		198,497	181,409	379,906	362,288
Balances carried forward		<u>191,233</u>	<u>183,490</u>	<u>374,723</u>	<u>379,906</u>

All activities relate to continuing operations.

The Statement of Financial Activities includes all gains and losses recognised during the year.

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The notes on pages 20 to 27 form part of these accounts

Voluntary Action South Leicestershire (Company No. 07517828)

BALANCE SHEET AS AT 31 MARCH 2023

	Note	2023 £	2022 £
Current Assets			
Debtors	9	19,272	6,932
Cash at bank and in hand		<u>384,939</u>	<u>416,435</u>
		404,211	423,367
Creditors:			
Amounts falling due within one year	10	(29,488)	(43,461)
Net Current Assets/Net Assets		<u>374,723</u>	<u>379,906</u>
Funds	11		
Unrestricted funds			
General funds		61,233	68,497
Designated funds		<u>130,000</u>	<u>130,000</u>
		191,233	198,497
Restricted funds		183,490	181,409
Total Funds		<u>374,723</u>	<u>379,906</u>

The accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

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

Linda Jones CBE - Trustee

The notes on pages 20 to 27 form part of these accounts

Voluntary Action South Leicestershire

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2023

	2023 £	2022 £
Net movement in funds	(5,183)	17,618
Interest shown in investing activities	(2,257)	(1,715)
(Increase)/Decrease in Debtors	(12,340)	(885)
Increase/(Decrease) in Creditors	(13,973)	(1,206)
Net cash generated by/(used in) operating activities	<u>(33,753)</u>	<u>13,812</u>
Cash flows from investing activities		
Interest income	<u>2,257</u>	<u>1,715</u>
Change in cash and cash equivalents in the year	(31,496)	15,527
Cash and cash equivalents brought forward	416,435	400,908
Cash and cash equivalents carried forward	<u><u>384,939</u></u>	<u><u>416,435</u></u>
Cash and cash equivalents comprise:		
Cash at bank and in hand	<u><u>384,939</u></u>	<u><u>416,435</u></u>

The notes on pages 20 to 27 form part of these accounts

Voluntary Action South Leicestershire

Notes to the accounts for the year ended 31 March 2023

1. STATUS OF THE COMPANY

The company is a private company registered in England & Wales and is limited by guarantee. It does not have a share capital but every member of the company is required, in the event of it being wound up while he or she is a member (or within twelve months of their ceasing to be a member), to contribute the sum of £1 towards the debts and liabilities of the charity, which were incurred before they ceased to be a member, and the costs of winding up.

The Memorandum and Articles of Association specify that the company is a non-profit making organisation that shall apply any income that it receives in fulfilling its objectives and it is registered as a charity by the Charity Commissioners for England and Wales. If upon winding up any assets remain after the satisfaction of all debts and liabilities they shall be transferred to some other charitable body or bodies having similar objects to the charity.

2 PRINCIPAL ACCOUNTING POLICIES

(i) Accounting convention and basis of accounting

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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) issued in October 2019 ("SORP 2019 (FRS 102)"), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) ("FRS 102"), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice.

(ii) Basis of accounting and going concern

The financial statements are prepared under the historical cost convention and on a going concern basis. The trustees consider that there are no material uncertainties which cast doubt on the charity's ability to continue as a going concern. In forming this opinion they have considered the level of funds held and the expected level of income and expenditure in the twelve months from the date of the approval of these financial statements.

(iii) Incoming resources

All incoming resources are reported gross of any related expenditure.

Donations and legacies comprises all incoming resources from sponsorships, legacies, donations and grants (including those received from local governmental organisations). Such income is recognised in the period: in which the charity is legally entitled to the receipt; after any performance conditions have been met; the amount can be measured with reasonable certainty; and it is probable that the income will be received. Where there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then the income is deferred until those conditions are fully met. Any such income which is deferred to a future accounting period is carried forward in the balance sheet within creditors falling due within one year.

No amounts are included in accounts for services donated by volunteers.

Incoming resources from charitable activities comprise amounts receivable by the charity, from users of the services that it provides, in undertaking its charitable activities.

Investment income comprises interest receivable on cash balances held in appropriate interest bearing deposits. Such income is recognised when it is receivable and is allocated to the fund to which it relates.

Other trading activities comprise income from letting and licensing arrangements for space in property held primarily for functional use by the charity but which is temporarily surplus to its operational requirements.

Other income represents miscellaneous operational receipts that do not relate to any of the above headings.

Voluntary Action South Leicestershire

Notes to the accounts for the year ended 31 March 2023

2 PRINCIPAL ACCOUNTING POLICIES (continued)

(iv) Resources expended

All expenditure is accounted for on an accruals basis and is recognised when there is a legal or constructive obligation to pay, it is probable that settlement will be required and the amount of the obligation can be measured reliably. As the charity is not VAT registered the expenditure is stated inclusive of VAT. All of the expenditure in the year has been categorised as relating to charitable activities.

Cost of charitable activities represents the direct costs incurred in providing services to its users/beneficiaries in fulfillment of the charity's objects together with all of the support costs, such as governance, staff, premises and administration costs that are directly attributable to those activities.

Any support costs that are not directly attributable to particular headings are allocated to activities on a basis consistent with use of the resources. This allocation involves a significant degree of management judgement but the charity has to consider the cost benefit of detailed calculations and record keeping.

(v) Tangible fixed assets and depreciation

Expenditure of a capital nature, which exceeds £2,000 per item, is capitalised at cost as a fixed asset and depreciation is provided on a straight-line basis so as to write off the cost over the anticipated useful economic life of the asset. The relevant rate is 25% per annum.

(vi) Financial instruments

All of the charity's financial assets and financial liabilities are of a kind that qualify as basic financial instruments. Such basic financial instruments are initially recognised at transaction value and are subsequently measured at their settlement value.

(vii) Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

(viii) Operating leases

Rentals payable under operating leases are charged to the Statement of Financial Activities as incurred on a straight-line basis over the term of the lease.

(ix) Pension costs

Payments to defined contributions schemes on behalf of the charity's employees are charged as an expense in the Statement of Financial Activities as they are incurred.

(x) Fund accounting

The charity has various types of funds for which it is responsible and which require separate disclosure.

Unrestricted funds comprise those general funds which the Trustees are free to use in accordance with the charity's objects.

Designated funds are unrestricted funds which the Trustees have earmarked for particular purposes.

Restricted funds are funds which have been given to the charity for particular purposes specified by the donor or by the terms of an appeal, within the overall aims of the charity. The donation and any income arising therefrom must be used in accordance with the specified purposes.

Transfers are made from restricted funds to general funds to cover the agreed contribution from each fund towards the general management expenses of the charity.

A description of the funds in existence in the year is given at Note 11.

Voluntary Action South Leicestershire

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

3 INCOME FROM DONATIONS & LEGACIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Grants received in the year from:				
Leicestershire County Council	-	273,323	273,323	284,763
Harborough District Council	11,900	1,000	12,900	26,400
Big Lottery Fund	-	71,663	71,663	102,738
BBC Children in Need	-	-	-	10,000
Market Harborough & The Bowdens Charity	34,664	16,560	51,224	54,914
NHS Leicester, Shire & Rutland IDB	-	40,000	40,000	-
Other providers	-	3,500	3,500	22,800
	46,564	406,046	452,610	501,615
Movement in deferred income	-	22,183	22,183	4,377
	46,564	428,229	474,793	505,992
Other donations and voluntary income	751	19,104	19,855	8,385
Total income from donations and legacies	47,315	447,333	494,648	514,377

In the year ended 31 March 2022, £457,228 of Grants and £4,134 of Other donations and voluntary income related to restricted funds (see Note 11).

Certain grants received in the year are subject to performance conditions which the charity has to fulfil in order to become entitled to use the income. The balance of the income deferred, which is included in Creditors: Amounts falling due within one year, comprises:

	2023 £	2022 £
Deferred income at the start of the year	25,684	30,061
Net Movement in the year	(22,183)	(4,377)
Deferred income at the end of the year	3,501	25,684

4 INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Contributions from users of the Transport Schemes	-	42,966	42,966	21,098
Total income from charitable activities	-	42,966	42,966	21,098

5 EXPENDITURE ON CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Costs incurred in connection with:				
Governance:				
Auditors' remuneration (including preparation of accounts)	5,760	-	5,760	5,377
Staff & volunteers:				
Gross wages and salaries	68,791	278,274	347,065	354,864
Employers' NI Contributions	5,309	16,474	21,783	20,938
Pension contributions	3,633	12,787	16,420	16,561
Staff travel and training	1,317	4,688	6,005	4,647
Other staff costs	39	6	45	65
Volunteers' costs	909	34,431	35,340	18,783
Event costs	150	8,670	8,820	6,913
	80,148	355,331	435,479	422,771
Sub-Total carried forward	85,908	355,331	441,239	428,148

Voluntary Action South Leicestershire

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

5 EXPENDITURE ON CHARITABLE ACTIVITIES (continued)	Unrestricted Funds	Restricted Funds	Total Funds 2023	Total Funds 2022
	£	£	£	£
Sub-Total brought forward	85,908	355,331	441,239	428,148
Premises and assets:				
Insurance	3,655	-	3,655	3,811
Other premises costs	29,588	-	29,588	28,545
	<u>33,243</u>	<u>-</u>	<u>33,243</u>	<u>32,356</u>
Office, administration & IT:				
Office expenses & IT	29,415	4,452	33,867	39,417
Repairs and renewals	301	16	317	2,170
Consultancy & professional fees	12,984	2,466	15,450	16,150
Publicity and promotion of charitable activities	2,932	733	3,665	1,249
Miscellaneous expenses	41	-	41	82
	<u>45,673</u>	<u>7,667</u>	<u>53,340</u>	<u>59,068</u>
Grants paid:				
HCYC - Support for children & young people	-	17,236	17,236	-
Total expended on charitable activities	<u>164,824</u>	<u>380,234</u>	<u>545,058</u>	<u>519,572</u>

Of the total costs incurred in the year ended 31 March 2022, £355,358 related to restricted funds (see Note 11).

The above costs are allocated as follows:

	Directly attributed to activities	Support Costs	2023 Total	2022 Total
	£	£	£	£
Governance	-	5,760	5,760	5,377
Staff & volunteers	355,331	80,148	435,479	422,771
Premises and assets	-	33,243	33,243	32,356
Office, administration & IT	7,667	45,673	53,340	59,068
Grants paid	17,236	-	17,236	-
	<u>380,234</u>	<u>164,824</u>	<u>545,058</u>	<u>519,572</u>

These costs are associated with the following categories of charitable activity in the year:

Carers Services	188,185	57,642	245,827	262,729
Befriending services	101,773	37,315	139,088	111,599
Transport services	88,598	13,026	101,624	88,462
Development of Community Services:				
Funded by restricted grants	1,678	-	1,678	1,547
Funded from unrestricted income	-	56,841	56,841	55,235
	<u>380,234</u>	<u>164,824</u>	<u>545,058</u>	<u>519,572</u>

The basis of allocation of support costs is management budgeting and review of estimated usage. Inevitably, this has involved a significant element of judgement but the charity has to consider the cost benefit of detailed calculations and record keeping.

Voluntary Action South Leicestershire

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

6 TRUSTEES' REMUNERATION & EXPENSES

None of the Trustees, or any persons connected with them, received any remuneration for their services as trustees in either the year ended 31 March 2023 or in the preceding financial year. No expenses were paid to trustees during either year.

7 STAFF NUMBERS AND EMOLUMENTS

	Year Ended 31 March 2023	Year Ended 31 March 2022
The average number of employees in the year was as follows:		
Engaged on charitable activities	16.33	18.42
Engaged in management and administration	2.00	2.00
Totals	18.33	20.42

No person's emoluments exceeded £60,000 per annum and the aggregate amount paid was as follows:

	Year Ended 31st March 2023 £	Year Ended 31st March 2022 £
Salaries	347,065	354,864
Social Security Costs (net of Employment Allowance)	21,783	20,938
Pension contributions	16,420	16,561
Total paid by the charity	385,268	392,363

Contributions to the employees' defined contribution pension plans are included in resources expended as they are incurred and are allocated between funds using the same method as the salaries to which they relate. At 31 March 2023 contributions of £58 (2022: £Nil) were included in accruals.

The total employment benefits (including pension contributions) of the key management personnel, comprising the Trustees (who received no remuneration), the Charity Manager and the managers of: Carer Services, Transport; Community Champions; Wellbeing Befriending; and Business Support, were £162,821 (2022: £150,270).

8 NET INCOME/(EXPENDITURE) FOR THE YEAR

	Year Ended 31st March 2023	Year Ended 31st March 2022
Net Income/(Expenditure) is stated after charging the following expenses:		
Operating lease rentals	21,351	20,922
Auditors' remuneration		
Edward Thomas Peirson & Sons	For audit services 2,418	2,257
	For other assurance services 3,342	3,120

Edward Thomas Peirson & Sons prepared and audited the statutory accounts.

9 DEBTORS

	2023 £	2022 £
Trade Debtors	12,048	106
Prepayments	7,168	6,700
Other Debtors	56	126
	19,272	6,932

Voluntary Action South Leicestershire

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

10 CREDITORS: Amounts falling due within one year

	2023 £	2022 £
Accrued expenses	10,876	10,552
Deferred income - grants (see Note 3)	3,501	25,684
Other creditors	9,976	-
Other taxes and social security	5,135	7,225
	<u>29,488</u>	<u>43,461</u>

11 FUNDS

	At 1 April 2022 £	Income £	Expenditure £	Movement in Deferred Income £	Transfers £	At 31 March 2023 £
Unrestricted Funds:						
General Fund	68,497	49,576	(164,824)	-	107,984	61,233
Designated Funds:						
Financial Reserve	110,000	-	-	-	-	110,000
Adversity Reserve	20,000	-	-	-	-	20,000
Total unrestricted funds	<u>198,497</u>	<u>49,576</u>	<u>(164,824)</u>	<u>-</u>	<u>107,984</u>	<u>191,233</u>
Restricted Funds:						
Related to Development of Community Services	1,677	-	(1,677)	-	-	-
Related to carers:						
Leicester carers project	30,353	212,578	(151,029)	(3,501)	(48,467)	39,934
Young carers	18,459	876	(19,431)	-	96	-
Digital Inclusion	2,177	-	(2,177)	-	-	-
Mental Health	23,038	30,299	(15,548)	-	(37,789)	-
Dementia Guardians	-	40,000	-	-	-	40,000
Related to befriending:						
Community champions	26,029	72,468	(75,458)	25,684	(28,417)	20,306
MH Befriending	28,585	19,384	(26,315)	-	19,619	41,273
Related to transport:						
Transport	51,091	92,511	(88,599)	-	(13,026)	41,977
Total restricted funds	<u>181,409</u>	<u>468,116</u>	<u>(380,234)</u>	<u>22,183</u>	<u>(107,984)</u>	<u>183,490</u>
Total Funds	<u>379,906</u>	<u>517,692</u>	<u>(545,058)</u>	<u>22,183</u>	<u>-</u>	<u>374,723</u>

Unrestricted funds comprise those funds which the Trustees are free to use in accordance with the charity's objects.

Designated funds are unrestricted funds which have been earmarked for particular purposes. The financial reserve is maintained at a level which is approximately equal to the aggregate of: three months' core running costs; the amount required to cover potential redundancy costs; and anticipated net cash outflows in the event of the charity's activities being wound up. The adversity reserve was created in January 2021 to cover additional expenditure that may be incurred in extraordinary circumstances such as those experienced in 2020 due to the Covid pandemic. No expenditure of money from either reserve can be committed except by explicit decision of the board.

Restricted funds are funds which have been given to or have been raised by the charity for particular purposes. They are grouped together into the broad categories to which they relate, namely: carers; befriending; transport and other activities. The Trustees' report provides additional information in relation to these activities and funds.

Voluntary Action South Leicestershire

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

11 FUNDS (continued)

Transfers from the various restricted funds to the general fund are made in respect the agreed contribution from each fund towards the business support costs of the charity. Occasionally, transfers are also made between restricted funds to reflect the value of the benefit received by a fund from expenditure incurred in another fund.

Any deficit remaining, at the end of a project that has financed by restricted funds, is covered by a transfer from the general fund.

Fund movements during the year ended 31 March 2022 were as follows:

	At 1 April 2021 £	Income £	Expenditure £	Movement in Deferred Income £	Transfers £	At 31 March 2022 £
Unrestricted Funds:						
General Fund	79,002	54,730	(164,214)	-	98,979	68,497
Designated Fund:						
Financial Reserve	110,000	-	-	-	-	110,000
Adversity Reserve	20,000	-	-	-	-	20,000
Total unrestricted funds	209,002	54,730	(164,214)	-	98,979	198,497
Restricted Funds:						
Related to Development of Community Services	3,224	-	(1,547)	-	-	1,677
Related to carers:						
Leicester carers project	46,364	171,030	(140,701)	-	(46,340)	30,353
Young carers	18,348	16,351	(13,801)	-	(2,439)	18,459
Digital Inclusion	5,912	-	(3,735)	-	-	2,177
Mental Health	15,621	66,598	(40,933)	-	(18,248)	23,038
Related to befriending:						
Community champions	15,773	102,932	(67,163)	(621)	(24,892)	26,029
MH Befriending	-	29,663	(17,105)	4,998	11,029	28,585
Related to transport:						
Transport	48,044	91,509	(70,373)	-	(18,089)	51,091
Total restricted funds	153,286	478,083	(355,358)	4,377	(98,979)	181,409
Total Funds	362,288	532,813	(519,572)	4,377	-	379,906

12 ANALYSIS OF NET ASSETS BETWEEN FUNDS

The allocation of net assets between funds at 31 March 2023 was as follows:

	General Fund £	Designated Fund £	Restricted Funds £	Total £
Debtors	7,674	-	11,598	19,272
Cash at bank and in hand	69,094	130,000	185,845	384,939
Creditors: Amounts falling due within one year	(15,535)	-	(13,953)	(29,488)
Total Net Assets	61,233	130,000	183,490	374,723

All liabilities connected with the payroll are included in the above analysis as relating to the General Fund.

Voluntary Action South Leicestershire

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

12 ANALYSIS OF NET ASSETS BETWEEN FUNDS (continued)

The allocation at 31 March 2022 was:

	General Fund £	Designated Fund £	Restricted Funds £	Total £
Debtors	6,826	-	106	6,932
Cash at bank and in hand	78,930	130,000	207,505	416,435
Creditors: Amounts falling due within one year	(17,259)	-	(26,202)	(43,461)
Total Net Assets	68,497	130,000	181,409	379,906

13 OPERATING LEASE COMMITMENTS

The charity is committed to make the following aggregate future minimum lease payments under non-cancellable operating leases:

	2022 £	2022 £
Aggregate payments due:		
Within one year	9,963	12,161
In two to five years	-	153
In more than five years	-	-
	<u>9,963</u>	<u>12,314</u>

14 RELATED PARTIES

There were no related party transactions in the year or in the preceding financial year.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

England & Wales - Charity number 1141274

Accounts

Registered Charity Number: 1141274

Company Number: 07517828

**Voluntary Action South Leicestershire
(a charitable company limited by guarantee)**

ANNUAL REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31 March 2022

Voluntary Action South Leicestershire

REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

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**Voluntary Action South Leicestershire
Company Information
For the year ended 31 March 2022**

Trustees:

Linda Jones (Chair)
Kate Godber
Howard Grant
Barbara Johnson
Gail Lamb (Treasurer)
Suzanne Packer

Charity Manager & Company Secretary

Maureen O'Malley

Company Number

07517828 (England and Wales)

Charity Number

1141274

Registered Office

1st Floor Torch House
Torch Way
Northampton Road
Market Harborough
Leicestershire
LE16 9HL

Auditors:

Edward Thomas Peirson & Sons
Chartered Accountants
21 The Point
Rockingham Road
Market Harborough
Leicestershire
LE16 7NU

Bankers:

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

HR Advisers:

Peninsula Business Services Ltd
Riverside
New Bailey Street
Manchester
M3 5PB

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

The Trustees present their Report, which includes the Directors' Report required by company law, together with the Financial Statements of the charitable company ("the charity") for the year ended 31 March 2022.

REFERENCE AND ADMINISTRATIVE DETAILS

Charity Name

The charity's formal name is Voluntary Action South Leicestershire but it is also known, and frequently referred to, as VASL.

Statutory information

Information regarding the charitable company's registration numbers, registered office, current trustees, senior manager and other advisers is set out at Page 1 to the financial statements.

Directors/Trustees and Management

The directors of the charity are also its trustees for the purpose of charity law and throughout this report and financial statements are referred to collectively as the Trustees or the Board. Those who have served in this capacity during the period covered by the financial statements are as follows: –

Chair:	Linda Jones CBE	
Treasurer:	Gail Lamb	
	Howard Grant	
	Kate Godber	
	Barbara Johnson	
	Suzanne Packer	
	Pritibala Joshi	Resigned 21 June 2022
	Helen Murray	Resigned 1 July 2022

The Trustees are also the members of the company.

Company Secretary: Maureen O'Malley

OBJECTIVES AND ACTIVITIES

Objects

The charity's objects, as set out in the Articles of Association of the charitable company, are:

- to promote any charitable purposes for the benefit of the community, principally but not exclusively in the local government area of Harborough and wider Leicestershire (herein called the 'area of benefit') and, in particular, to develop services which enhance the well-being of people who are in a situation of need, hardship or distress, or who are aged or sick. Such support services include, but are not limited to, support for carers of all ages, social transport, and mental health support; and
- to provide high quality services in response to identified need, actively involving volunteers and working in partnership with third sector, statutory and other relevant bodies in the achievement of the above purposes within the area of benefit.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

OBJECTIVES AND ACTIVITIES (continued)

Aims and strategies

In satisfaction of these objects our aims are to:

- develop services which enhance the wellbeing of people who are in particular need of support;
- use and value the important contribution of volunteers in all our services;
- be proactive and reactive to local needs;
- encourage and promote social inclusion; and
- continually learn, improve and innovate as an organisation.

Our mission is to improve and enrich the lives of people in our community by providing services and volunteer facilitated activities with strategic objectives of:

- meeting community needs;
- ensuring sustainable growth; and
- achieving organisational excellence

Our vision is to cement our position as the lead 3rd sector organisation in Harborough District and a major provider of services across the county.

Our success is reliant on all trustees, staff and volunteers applying our key values of:

- Respect – treating everyone with dignity and fairness
- Equality of opportunity – recognising and welcoming diversity
- Openness – in the way we work
- Responsiveness – to the needs of the community
- Collaboration – working with others to achieve joint aims

Activities and Projects

The principal projects and activities with which we have been involved in the year are detailed below. Each project/activity has been affected to some extent by the outbreak of the Covid-19 pandemic, which resulted in the UK government announcing various restrictive measures. These measures limited the charity's ability to operate as normal and caused us to reassess how we deliver our services to ensure that they remained effective and appropriate for the needs of our service users.

1. Support for Carers Leicestershire

Family carers were significantly affected during the pandemic and our Support for Carers service began this year supporting carers to make tentative steps to reinstate respite services, if available. Many carers' own health, particularly their mental health, had deteriorated during lockdown. Our team of seven workers provided an easy to reach telephone support line, providing a listening ear and professional support, signposting to specialist help where appropriate. The team reinstated face to face support groups and also resumed networking events and forums with health and social care professionals.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

OBJECTIVES AND ACTIVITIES (continued)

Activities and Projects (continued)

2. Young Carers

The Young Carers group restarted face to face meetings in April 2021. The group resumed fortnightly meetings at the Cube Youth Centre in Market Harborough. Several new Young Carers joined the group and were soon integrated and enjoying the activities and time away from their caring responsibilities. The group went on a number of school holiday day activities during the year, giving the young carers a chance to experience new activities and opportunities.

As further explained in the Achievements and Performance section of this report, the VASL Young Carers' Manager left the project at the end of November 2021 and the group was, of necessity, suspended. Following a thorough review of the project it has been agreed that the Young Carers Group will transfer to the Harborough Children's and Young Peoples Charity ("HCYC") and will recommence its activities in September 2022.

3. Community Champions

Community Champions is now a hybrid project and offers our clients and volunteers a range of real life and online connection experiences.

Befriending through home visits, telephone calls and letter writing has continued. There have been regular learning events (e.g., Dementia Friends, Bereavement, Creative Writing, Animal drawing) which have been appreciated.

We have enjoyed bringing volunteers together again for face to face connection, and there have been monthly Community Gatherings for clients. Digital support sessions have re-started at Market Harborough and Lutterworth libraries and monthly mini-zooms led by volunteers are enjoyed by clients.

The Steering Group has helped shape ideas for the new funding application and our inter-generational work continues with schools in Illesthorpe and Market Harborough. We have a volunteer-led Breakfast Club and Zoom Book Club. Monthly newsletters have been praised for keeping all informed of project progress.

4. VASL Transport

The VASL Car Scheme restarted its activities on 12 April 2021 after a one year break due to Covid-19.

Many volunteer drivers were keen to get back to driving and helping clients get to vital health appointments. However, we began the year with fewer drivers, as a number were still being cautious and not ready to resume their volunteering roles.

The demand from clients increased quickly as hospitals tackled the back log of appointments, placed on hold during the pandemic and, whilst volunteer driver numbers have steadily increased throughout the year, overall numbers remain lower than pre-pandemic.

During September, we resumed our popular monthly bus trips to shopping centres, market towns and garden centres.

5. My Mind Matters

The My Mind Matters service has transitioned from telephone only support during the pandemic to a combination of telephone, face to face and group support.

During this period, we continued to offer telephone support by Community Recovery Service or advice and navigation and also reintroduced face to face Community Recovery Service support with a weekly Walk and Talk group. We provided options for clients receiving Community Recovery Service or advice and navigation to support them in the best way possible for their situation or mental health.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

OBJECTIVES AND ACTIVITIES (continued)

Activities and Projects (continued)

We refer and signpost on to other support services like Vita Minds, Bower House, First Contact Plus, Adult Social Care, local support that offers Green or Blue prescribing and Citizens Advice Bureau.

We offer general wellbeing advice and education for better mental health, building self-esteem and confidence and gaining a routine. We also encourage independence and promote self-development through coping and dealing techniques, volunteering, learning new skills or regaining old ones to enhance each client's life.

Our Walk and Talk group has developed each week. We now have 17 members, although numbers can fluctuate, and also have two volunteers that help out at the group on a weekly basis.

News about our Walk and Talk group is circulated to professionals like social prescribers, Local Area Coordinator and Reablement workers. They have provided positive feedback as to how the group is helping people's mental health, reducing loneliness and assisting them in gaining social skills.

We have focused on outreach and promotion of the project by attending events run by the Job Centre, Rural Community Council and Social prescribers. It has been important to keep connected with other professionals, face to face, through meetings and having a regular presence at places throughout the Harborough District, such as Renew Wellbeing Café, The Well and Crisis Café. We work collaboratively with these professionals to ensure that we have knowledge of local events and support services and to update them with any information on our project. We have also re-connected with professionals that we worked with pre-pandemic.

6. Wellbeing Befriending

After the initial launch of the Wellbeing Befriending Service in May 2021 it was opportune to take some time, in March 2022, to reflect on what we had learnt during the initial stages of the project. The key points of learning are as follows:

- Supporting people with befriending telephone calls has been a huge reminder that mental health issues affect and impact on each and every one of us in some way regardless of our age or background;
- We know that, prior to Covid-19, people faced many barriers which prevented them accessing services; this, of course, has been amplified since the pandemic. The key barriers people face is around knowing what services are out there and then having the confidence to make the first step;
- The role of the volunteer has reinforced how powerful and transformational non-judgemental active listening can be;
- People from all walks of life are keen to make a difference and have displayed such kindness time and time again to complete strangers across the District; and
- As a direct result of telephone befriending, people are feeling more connected to their communities and more valued. The positive feedback we have received has encouraged and motivated us to continue and reach out to those in need and adapt our service accordingly.

Our learning will be included in further funding applications.

7. Volunteering

As an organisation, we continue to provide quality volunteering opportunities, with excellent training and support. Volunteering in the community continues to be vital to the projects and services we provide.

VASL volunteering opportunities are publicised and promoted on a regular basis and we hold the Investing in Volunteers Accreditation, which is a recognised quality mark for volunteer involving organisations.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

OBJECTIVES AND ACTIVITIES (continued)

Activities and Projects (continued)

8. Representation and Engagement

VASL continues to sit on key forums and engagement groups throughout Harborough District and wider Leicestershire. We are regularly consulted by Health and Social Care to help identify and shape services that support our client groups and the wider community. We continue to have a close working relationship with Harborough District Council, and Leicestershire County Council.

We have developed and strengthened our relationships with Health through the newly formed Primary Care Networks.

Public Benefit

The Trustees are pleased to confirm that they have referred, and continue to refer, to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

ACHIEVEMENTS AND PERFORMANCE

At the beginning of the year the Trustees set the following strategic priorities for 2021/22:

Organisational

- To manage the recovery in VASL following the lockdowns due to the Covid pandemic and to incorporate the learning from the changes in practices introduced during the pandemic
- To establish working arrangements in each of the projects to manage the continuing risk and best meet the needs of the clients.
- To support the staff in adapting to the changing working arrangements as we move to implement the VASL Road Maps towards increased face to face working.
- To be responsive to possible further waves of increased Covid infections during the year, managing the risks to staff, volunteers and clients.
- To ensure regular feedback to funders, including the required reporting of progress, but also to build effective mutually beneficial relationships.
- To ensure the wellbeing of VASL staff, keeping their needs under review and developing new ways of supporting them, as necessary.

Project based

- To establish a one year pilot project of Mental Health Befriending, evaluating its effectiveness and, subject to the results, apply for longer term funding.
- To re-start the Transport Scheme, monitoring the risks to volunteers and clients, and seek to develop and expand it over the year.
- To continue to evaluate the Community Champions Project and, based on the results, to seek an extension of funding beyond the current 5 year grant.
- To define the scope for a new project, working in partnership with other organisations, to support people with dementia and their carers and, if deemed feasible, seek funding for a pilot project.
- To review and develop VASL's diversity, equity and inclusion in staffing, projects and engagement with the community/ public, including taking into account the lessons from 'Black Lives Matter'.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

ACHIEVEMENTS AND PERFORMANCE (continued)

VASL started the year still in recovery mode from the Covid-19 pandemic. Many of our services were cautiously opening face to face and group work. We were delighted to restart our Transport Scheme on the 12 April 2021 after a year on hold.

The pandemic did, however, give us an opportunity to evaluate how we worked and Zoom and Hybrid working were embedded into all of our services.

As part of Covid-19 recovery, we identified the need for an additional project. Following the negative impact on people's Mental Health and Wellbeing that Covid-19 brought, we developed a Wellbeing Befriending Project and recruited a manager and secured 12 months of funding from various sources. We continue to develop the project, with a view to making further funding applications based on the evidence of need.

We successfully applied for a further three-year extension funding for our Community Champions Project from the Lottery Community Fund. Loneliness and isolation are still very much an issue and have been exacerbated by the lockdowns and over 70's shielding.

During the year we approached the end of a five-year lease for our accommodation based in Torch House. With the uncertainty of what the future holds for office bases and working patterns, we approached the Torch Trustee Board and successfully negotiated a new annual rolling lease which gives flexibility for both parties.

In November 2021, VASL's young carers manager moved on to pastures new. Although we advertised several times for a replacement, we were unsuccessful in recruiting. Having reviewed the project and discussed with trustees, staff, and partners, a way forward was agreed. We approached HCYC, a Harborough based local youth charity, to explore the transfer of the young carers project. The discussions were successful, and both charities agreed to the transfer of the project. We also approached the main funder, Children in Need, who agreed to the transfer of funding. Harborough District Young Carers Group will restart in September 2022.

As we approached the start of a new financial year on 1 April 2022, VASL was facing two upcoming retendering opportunities. My Mind Matters, Mental Health, Wellbeing and Recovery Service and Support for Carers.

During the year, led by the Chair of VASL Board of Trustees, we implemented a review to develop VASL's diversity, equity and inclusion in staffing, projects and engagement with the community/ public, including taking into account the lessons from 'Black Lives Matter'. A working group has met regularly and mandatory training for staff and trustees introduced.

This year has again been a time of change and adaptation for VASL, however we look forward to future developments and continuing to address local issues and support our community.

We are, as ever, most grateful to all of those who have provided funds to support our work throughout 2020/21. The funding that we have received has ranged from individual donations and one-off pots of funding from individuals, community groups and businesses to larger grants from organisations including:

- Leicestershire County Council,
- Harborough District Council,
- Market Harborough and the Bowden's Charity,
- National Lottery Community Fund,
- BBC Children in Need, Leicester,
- Leicestershire and Rutland Community Foundation,
- Lloyds Foundation,
- Leicestershire County Council Shire Grants,
- Postcode Community Trust,
- Harborough District Council Community Grants.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

ACHIEVEMENTS AND PERFORMANCE (continued)

The difference we have made

The Table below summarises the difference VASL made in our Communities during 2021-22.

Community	Total Individuals	How Have They Benefited?
Carers across Leicestershire	2953 individual family carers supported.	• Carer helpline (Monday - Friday, 9am – 5pm) • Online support through website, Facebook, Twitter • Support group sessions delivered to share experiences and enjoy social time. • County-wide Forum events • Newsletters provided information and contacts • Telephone befriending • 6751 hours of advice, information, guidance, and one-to-one support
Community	Total Individuals	How Have They Benefited?
Young Carers	22	• Fortnightly support group sessions provided respite time and a chance to be with peers • One to one zoom support where most needed • Email and Facebook support • Trips/outings during school holidays
Isolated Older People	161	• Social support – Community Champions • Befriending, digital & telephone support, penpals 61 events and gatherings
People needing help with transport	547	• VASL social car scheme volunteers provided transport for foodbank clients.
Number of Foodbank deliveries	1050	
People needing support with their Mental Health	126	• Information • Advice and Navigation • One to One Support
Volunteers	8 VASL Trustees 157 VASL Volunteers	• Supporting all VASL Projects
Community Groups in Harborough		• Local Groups encouraged to attend Community Networking events • Ad Hoc support

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

Community	Total Individuals	How Have They Benefited?
The Business and Public Sectors	We worked with many different organisations including: • Leicestershire County Council • Harborough District Council • NHS community mental health teams • CCG's • LLILT Group • Healthwatch • Waitrose • Local schools, libraries, adult learning • GP practices across Leicestershire • Primary Care Networks • Parish Councils • Schools/Education Establishments	• Worked in partnership with VASL to support their customers and share knowledge and ideas • Raised their community profile • Engaged with businesses
Charities/Third Sector/Grant Makers	We worked with many different charities including: • Market Harborough Bowdens Charity • Harborough FM • LLR Community Foundation • Big Lottery • Children In Need • Age UK • LAMP • Dementia Harborough • Befriending Network • Community Transport Association • Alzheimer's Society • Sustainable Harborough • HCYC • The Cube Youth Centre • LOROS	• Met their charitable aims by awarding grants to VASL for project activity • Took referrals for services from VASL staff • Attended VASL forums • Consulted on project development
The Wider Community		• Support for Carers Leicestershire website provides information and support • VASL website provides information, support and access to services

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

FINANCIAL REVIEW

Financial Performance

The financial period covered by the accounts and this report was a 12-month period from 1 April 2021 to 31 March 2022. The annual income was £537,190 (2021: £517,203) and the total costs were £519,572 (2021: £468,939). This resulted in a net surplus of £17,618 (2021: £48,264). There was a £10,505 deficit in unrestricted funds (2021: £8,549 surplus) and a £28,123 surplus in restricted funds (2021: £39,715).

VASL continues to operate in a period of considerable financial uncertainty in relation to core funding from statutory bodies and project funding from other agencies. In view of this the Trustees considered it prudent to retain a designated financial reserve of £110,000 to cover contingencies (see Policy on reserves below).

Policy on cost recovery

In undertaking a grant funded project, VASL aimed to apply the principles of Full Cost Recovery. That is, it recognised that each project undertaken by VASL was supported by a central organisation whose costs must be covered by the organisation as a whole. Each project had therefore to contribute its share of the central cost.

Accordingly, except where there was an explicit agreement with the funder on the amount of grant which was to be applied to central costs, an overheads charge was levied in proportion to the staff time devoted to the project. These charges were calculated as part of the annual budgeting process, and were applied in the accounts as inter-fund transfers.

Policy on reserves

VASL's policy on reserves has been designed to protect it from uncertainties in funding from statutory and grant making bodies, and other financial risks. Its aim is to ensure that there are sufficient funds to meet all its contractual obligations and to continue in operation until there has been time to reorganise to meet the contingency.

The Trustees agreed that:

- a) The VASL Board would continue to designate funds in its accounts to be its adversity and financial reserves.
- b) No expenditure of money from these reserves could be committed for any purpose except by explicit decision of the board. In so deciding, the board would consider whether, when and how the reserve could be replenished.
- c) The core fund operational reserves should be designated for business development costs to cover delivery of the strategic plan.
- d) The financial reserves and business development reserves should be invested in three interest-bearing instant access accounts to a maximum of £85,000 in each (as per previous FSA guidelines re risk).

The VASL board reviewed its financial risks and decided not to increase or decrease its designated adversity reserve of £20,000 nor its designated financial reserve of £110,000 comprising:

Three months' core running costs	£50,000
Negative cash flow in run down situation	£25,000
Reserve for possible redundancy costs	£35,000

Unrestricted reserves which have not been designated amounted to £68,497 at 31 March 2022 and the Board considers that these are at an acceptable level for the day to day operating requirements of the charity. The aggregated reserves of restricted income funds amounted to £181,409, which is in line with the expectation of the Board. This reflects the receipt of grants in advance of incurring the associated expenditure in respect of projects which cover more than one financial year.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

PLANS FOR FUTURE PERIODS

At the start of the financial year we adopted a new Strategic Plan for 2021-2024, which incorporated views and opinions from our clients, volunteers, staff, trustees, funders and strategic partners.

The Strategic Plan acknowledges that many of our project and service deliverables are still very much valid for the coming years and also reflects the urgent issue of Covid recovery, majoring on supporting all client groups in building confidence and wellbeing. In particular, we will be looking to develop the newly created, Wellbeing Befriending project, which is initially supporting adults over 18 years of age with mild to moderate mental health issues.

There are also a number of potential new developments and partnerships on the horizon including supporting a Loros Wellbeing Centre in Market Harborough. We are also keen to see how we can further support dementia clients and their carers.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution and Governing Document

The charity was incorporated on 4 February 2011 as a company limited by guarantee (Company Number 07517828), not having a share capital, and is governed by its Memorandum and Articles of Association of that date, as amended on 18 March 2019. It was registered as a charity by the Charity Commissioners for England and Wales on 8 April 2011 (Registered Number 1141274).

Each of the members has agreed to contribute the sum of £1 in the event of the charity being wound up.

Appointment of trustees

Trustees are nominated from persons who through residence, occupation, employment or otherwise have special knowledge of the area of benefit, or who are otherwise able, by virtue of their personal or professional qualifications, to make a significant contribution to the pursuit of the objects or the management of the charity.

Trustee induction and training

New trustees are briefed on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the company. During the briefing they are also given a tour of the charity's premises and are introduced to the employees and other trustees. All trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

Organisational Structure

The Trustees hold formal meetings every eight weeks and have elected a Chair, Secretary and Treasurer from their number. The Trustees are responsible for setting the strategic direction of the charity and have delegated day to day decisions concerning its operation to Maureen O'Malley the Senior Manager.

Arrangements for setting staff pay

Staff pay, including that of the senior manager, reflects the level of responsibilities of the posts and is benchmarked with similar sized voluntary and community sector organisations. Cost of living increases take into account inflation and levels awarded for public and voluntary sector organisations. These decisions are taken by the full Board of Trustees on the recommendation of the Board's Human Relations subcommittee.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)

Risk management

The Trustees keep the charity's activities under regular review in order to identify the opportunities available to the charity and the risks to which it is exposed. Where risks are identified, for example in relation to fraud, systems and procedures are established and implemented to mitigate those risks identified and to minimise their impact should they materialise.

In particular, the Trustees recognise that the charity is a service organisation and that one of the principal risk that it faces, in attempting to fulfil its aims and objects, is that its standard of service falls short of that which might reasonably be expected by users. As a result, we have implemented a quality assurance policy statement based on the Trusted Charity Mark, Level 2 (previously Pqasso). This defines the benchmarks for standards throughout the Voluntary Sector and comprehensive arrangements to monitor progress in implementing and adhering to these standards.

In addition, we are committed to providing training programmes to staff and volunteers to assist them in all areas of activity in which they are likely to become involved in the operation of the charity.

FUND-RAISING STANDARDS INFORMATION

The charity does not carry out significant fundraising activities.

TRUSTEES' RESPONSIBILITIES STATEMENT

The Trustees (who are also Directors of VASL for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 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 charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

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

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

PREPARATION OF REPORT

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD

A handwritten signature in dark ink, appearing to read 'Linda Jones', is written over a faint, light blue circular stamp.

Linda Jones CBE
Chair

Dated 26 September 2022

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF VOLUNTARY ACTION SOUTH LEICESTERSHIRE

Opinion

We have audited the financial statements of Voluntary Action South Leicestershire for the year ended 31 March 2022 which comprise the Statement of Financial Activities (including Income and Expenditure Account), the Balance Sheet, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (United Kingdom Generally Accepted Accounting Practice)

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2022, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

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

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

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

Other information

The Trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF VOLUNTARY ACTION SOUTH LEICESTERSHIRE
(continued)**

Other information (continued)

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on other matter prescribed by the Companies Act 2006

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

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

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

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

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement set out on pages 12 and 13, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF VOLUNTARY ACTION SOUTH LEICESTERSHIRE (continued)

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditors under Section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

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

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

- the engagement partner ensured that the engagement team collectively had the appropriate experience, competence, capabilities and skills to identify or recognise non-compliance with laws and regulations;
- through discussions with the trustees and other management, and from our commercial knowledge of the charitable company's multiple activities and objectives, we identified the laws and regulations applicable to the charitable company and focused on specific laws and regulations which we considered may have a direct material effect on the financial statements and operations of the charitable company. These included company law, employment legislation; and
- we remained alert to instances of non-compliance throughout the audit and assessed the extent of compliance through discussions with management and examination of documentation.

We assessed the susceptibility of the company's financial statements to material misstatement and obtained an understanding of how fraud might occur by:

- making enquiries of management as to where they considered there was a susceptibility to fraud and their knowledge of any actual, suspected or alleged fraud; and
- considering the internal controls in place to mitigate the risk of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify unusual or unexpected relationships;
- reviewed the nominal ledger and, specifically, journal entries to identify large or unusual transactions and investigated them; and
- we assessed the extent to which accounting entries relied on a high degree of judgement and/or estimation.

In response to the risk of irregularities and non-compliance with laws and regulations we designed procedures which included:

- agreeing financial statement disclosures to supporting documentation;
- reading minutes of trustees' meetings, relevant regulators and any of the company's professional advisers;
- performing substantive procedures on material balances and transactions; and

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF VOLUNTARY ACTION SOUTH LEICESTERSHIRE
(continued)**

- enquiring of management as to actual and potential litigation and claims.

There are inherent limitations in our audit procedures outlined above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the Trustees and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment and/or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

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

ET Peirson & Sons

Callum Veasey (Senior Statutory Auditor)
For and on behalf of: Edward Thomas Peirson & Sons
Statutory Auditor
Chartered Accountants
21, The Point
Rockingham Road
Market Harborough
Leicestershire
LE16 7NU

17th November 2022

Voluntary Action South Leicestershire

STATEMENT OF FINANCIAL ACTIVITIES (Including Income & Expenditure Account) FOR THE YEAR ENDED 31 MARCH 2022

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
INCOME FROM:					
Donations and legacies	3	53,015	461,362	514,377	513,110
Charitable activities	4	-	21,098	21,098	1,147
Investment income - Bank interest receivable		1,715	-	1,715	2,263
Other		-	-	-	683
Total income		54,730	482,460	537,190	517,203
EXPENDITURE ON:					
Charitable activities	5	164,214	355,358	519,572	468,939
Total expenditure		164,214	355,358	519,572	468,939
Net income/(expenditure) for the year		(109,484)	127,102	17,618	48,264
Net transfers between funds	11	98,979	(98,979)	-	-
Net movement in funds	11	(10,505)	28,123	17,618	48,264
Reconciliation of funds:					
Balances brought forward		209,002	153,286	362,288	314,024
Balances carried forward		198,497	181,409	379,906	362,288

All activities relate to continuing operations.

The Statement of Financial Activities includes all gains and losses recognised during the year.

The notes on pages 20 to 27 form part of these accounts

Voluntary Action South Leicestershire (Company No. 07517828)**BALANCE SHEET AS AT 31 MARCH 2022**

	Note	2022 £	2021 £
Current Assets			
Debtors	9	6,932	6,047
Cash at bank and in hand		<u>416,435</u>	<u>400,908</u>
		423,367	406,955
Creditors:			
Amounts falling due within one year	10	(43,461)	(44,667)
Net Current Assets/Net Assets		<u>379,906</u>	<u>362,288</u>
Funds	11		
Unrestricted funds			
General funds		68,497	79,002
Designated funds		<u>130,000</u>	<u>130,000</u>
		198,497	209,002
Restricted funds		181,409	153,286
Total Funds		<u>379,906</u>	<u>362,288</u>

The accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The accounts were approved by the Board of Trustees on 26 September 2022 and signed on its behalf by:



Linda Jones CBE - Trustee

The notes on pages 20 to 27 form part of these accounts

Voluntary Action South Leicestershire

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2022

	2022 £	2021 £
Net movement in funds	17,618	48,264
Interest shown in investing activities	(1,715)	(2,263)
(Increase)/Decrease in Debtors	(885)	(4,756)
Increase/(Decrease) in Creditors	(1,206)	3,225
Net cash generated by/(used in) operating activities	<u>13,812</u>	<u>44,470</u>
Cash flows from investing activities		
Interest income	1,715	2,263
Change in cash and cash equivalents in the year	<u>15,527</u>	<u>46,733</u>
Cash and cash equivalents brought forward	400,908	354,175
Cash and cash equivalents carried forward	<u><u>416,435</u></u>	<u><u>400,908</u></u>
Cash and cash equivalents comprise:		
Cash at bank and in hand	<u><u>416,435</u></u>	<u><u>400,908</u></u>

The notes on pages 20 to 27 form part of these accounts

Voluntary Action South Leicestershire

Notes to the accounts for the year ended 31 March 2022

1. STATUS OF THE COMPANY

The company is a private company registered in England & Wales and is limited by guarantee. It does not have a share capital but every member of the company is required, in the event of it being wound up while he or she is a member (or within twelve months of their ceasing to be a member), to contribute the sum of £1 towards the debts and liabilities of the charity, which were incurred before they ceased to be a member, and the costs of winding up.

The Memorandum and Articles of Association specify that the company is a non-profit making organisation that shall apply any income that it receives in fulfilling its objectives and it is registered as a charity by the Charity Commissioners for England and Wales. If upon winding up any assets remain after the satisfaction of all debts and liabilities they shall be transferred to some other charitable body or bodies having similar objects to the charity.

2. PRINCIPAL ACCOUNTING POLICIES

(i) Accounting convention and basis of accounting

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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) issued in October 2019 ("SORP 2019 (FRS 102)"), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) ("FRS 102"), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice.

(ii) Basis of accounting, going concern and impact of Covid 19.

The financial statements are prepared under the historical cost convention and on a going concern basis. The trustees consider that there are no material uncertainties which cast doubt on the charity's ability to continue as a going concern. In forming this opinion they have considered the level of funds held and the expected level of income and expenditure in the twelve months from the date of the approval of these financial statements and, in particular, have considered the impact of the Covid 19 pandemic on the charity's operational and financial activities.

From an operational perspective, during the year the charity temporarily moved its staff to homeworking and adapted its services, in partnership with other agencies, to provide support to the most vulnerable members of the local community. The pandemic has had no direct impact on the balance sheet at the year end and funding, for the charity's ongoing projects and core activities, is provided by bodies which are considered to have a high degree of resilience to its financial effects.

(iii) Incoming resources

All incoming resources are reported gross of any related expenditure.

Donations and legacies comprises all incoming resources from sponsorships, legacies, donations and grants (including those received from local governmental organisations). Such income is recognised in the period: in which the charity is legally entitled to the receipt; after any performance conditions have been met; the amount can be measured with reasonable certainty; and it is probable that the income will be received. Where there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then the income is deferred until those conditions are fully met. Any such income which is deferred to a future accounting period is carried forward in the balance sheet within creditors falling due within one year.

No amounts are included in accounts for services donated by volunteers.

Incoming resources from charitable activities comprise amounts receivable by the charity, from users of the services that it provides, in undertaking its charitable activities.

Investment income comprises interest receivable on cash balances held in appropriate interest bearing deposits. Such income is recognised when it is receivable and is allocated to the fund to which it relates.

Other trading activities comprise income from letting and licensing arrangements for space in property held primarily for functional use by the charity but which is temporarily surplus to its operational requirements.

Other income represent miscellaneous operational receipts that do not relate to any of the above headings.

Voluntary Action South Leicestershire

Notes to the accounts for the year ended 31 March 2022

2 PRINCIPAL ACCOUNTING POLICIES (continued)

(iv) Resources expended

All expenditure is accounted for on an accruals basis and is recognised when there is a legal or constructive obligation to pay, it is probable that settlement will be required and the amount of the obligation can be measured reliably. As the charity is not VAT registered the expenditure is stated inclusive of VAT. All of the expenditure in the year has been categorised as relating to charitable activities.

Cost of charitable activities represents the direct costs incurred in providing services to its users/beneficiaries in fulfillment of the charity's objects together with all of the support costs, such as governance, staff, premises and administration costs that are directly attributable to those activities.

Any support costs that are not directly attributable to particular headings are allocated to activities on a basis consistent with use of the resources. This allocation involves a significant degree of management judgement but the charity has to consider the cost benefit of detailed calculations and record keeping.

(v) Tangible fixed assets and depreciation

Expenditure of a capital nature, which exceeds £2,000 per item, is capitalised at cost as a fixed asset and depreciation is provided on a straight-line basis so as to write off the cost over the anticipated useful economic life of the asset. The relevant rate is 25% per annum.

(vi) Financial instruments

All of the charity's financial assets and financial liabilities are of a kind that qualify as basic financial instruments. Such basic financial instruments are initially recognised at transaction value and are subsequently measured at their settlement value.

(vii) Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

(viii) Operating leases

Rentals payable under operating leases are charged to the Statement of Financial Activities as incurred on a straight-line basis over the term of the lease.

(ix) Pension costs

Payments to defined contributions schemes on behalf of the charity's employees are charged as an expense in the Statement of Financial Activities as they are incurred.

(x) Fund accounting

The charity has various types of funds for which it is responsible and which require separate disclosure.

Unrestricted funds comprise those general funds which the Trustees are free to use in accordance with the charity's objects.

Designated funds are unrestricted funds which the Trustees have earmarked for particular purposes.

Restricted funds are funds which have been given to the charity for particular purposes specified by the donor or by the terms of an appeal, within the overall aims of the charity. The donation and any income arising therefrom must be used in accordance with the specified purposes.

Transfers are made from restricted funds to general funds to cover the agreed contribution from each fund towards the general management expenses of the charity.

A description of the funds in existence in the year is given at Note 11.

Voluntary Action South Leicestershire

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

3	INCOME FROM DONATIONS & LEGACIES	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
	Grants received in the year from:				
	Leicestershire County Council	-	284,763	284,763	287,191
	Harborough District Council	14,100	12,300	26,400	18,251
	Big Lottery Fund	-	102,738	102,738	121,633
	BBC Children in Need	-	10,000	10,000	7,477
	Market Harborough & The Bowdens Charity	34,664	20,250	54,914	65,144
	Other providers	-	22,800	22,800	10,154
		48,764	452,851	501,615	509,850
	Movement in deferred income	-	4,377	4,377	(5,604)
		48,764	457,228	505,992	504,246
	Other donations and voluntary income	4,251	4,134	8,385	8,864
	Total income from donations and legacies	53,015	461,362	514,377	513,110

In the year ended 31 March 2021, £455,482 of Grants and £1,547 of Other donations and voluntary income related to restricted funds (see Note 11).

Certain grants received in the year are subject to performance conditions which the charity has to fulfil in order to become entitled to use the income. The balance of the income deferred, which is included in Creditors: Amounts falling due within one year, comprises:

	2022 £	2021 £
Deferred income at the start of the year	30,061	24,457
Net Movement in the year	(4,377)	5,604
Deferred income at the end of the year	25,684	30,061

4	INCOME FROM CHARITABLE ACTIVITIES	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
	Contributions from users of the Transport Schemes	-	21,098	21,098	1,147
	Total income from charitable activities	-	21,098	21,098	1,147

5	EXPENDITURE ON CHARITABLE ACTIVITIES	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
	Costs incurred in connection with:				
	Governance:				
	Auditors' remuneration (including preparation of accounts)	5,377	-	5,377	5,220
	Staff & volunteers:				
	Gross wages and salaries	69,723	285,141	354,864	322,930
	Employers' NI Contributions	4,661	16,277	20,938	17,467
	Pension contributions	3,433	13,128	16,561	14,840
	Staff travel and training	2,172	2,475	4,647	3,937
	Other staff costs	65	-	65	92
	Volunteers' costs	-	18,783	18,783	3,946
	Event costs	13	6,900	6,913	8,917
		80,067	342,704	422,771	372,129
	Sub-Total carried forward	85,444	342,704	428,148	377,349

Voluntary Action South Leicestershire

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

5 EXPENDITURE ON CHARITABLE ACTIVITIES (continued)	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Sub-Total brought forward	85,444	342,704	428,148	377,349
Premises and assets:				
Insurance	3,811	-	3,811	3,369
Other premises costs	28,545	-	28,545	25,868
	<u>32,356</u>	<u>-</u>	<u>32,356</u>	<u>29,237</u>
Office, administration & IT:				
Office expenses & IT	30,409	9,008	39,417	49,194
Repairs and renewals	2,134	36	2,170	27
Consultancy & professional fees	13,789	2,361	16,150	11,666
Publicity and promotion of charitable activities	-	1,249	1,249	1,388
Miscellaneous expenses	82	-	82	78
	<u>46,414</u>	<u>12,654</u>	<u>59,068</u>	<u>62,353</u>
Total expended on charitable activities	<u>164,214</u>	<u>355,358</u>	<u>519,572</u>	<u>468,939</u>

Of the total costs incurred in the year ended 31 March 2021, £324,346 related to restricted funds (see Note 11).

The above costs are allocated as follows:

	Directly attributed to activities £	Support Costs £	2022 Total £	2021 Total £
Governance	-	5,377	5,377	5,220
Staff & volunteers	342,704	80,067	422,771	372,129
Premises and assets	-	32,356	32,356	29,237
Office, administration & IT	12,654	46,414	59,068	62,353
	<u>355,358</u>	<u>164,214</u>	<u>519,572</u>	<u>468,939</u>

These costs are associated with the following categories of charitable activity in the year:

Carers Services	199,170	63,559	262,729	235,242
Befriending services	84,268	27,331	111,599	84,829
Transport services	70,373	18,089	88,462	78,221
Development of Community Services:				
Funded by restricted grants	1,547	-	1,547	20,169
Funded from unrestricted income	-	55,235	55,235	50,478
	<u>355,358</u>	<u>164,214</u>	<u>519,572</u>	<u>468,939</u>

The basis of allocation of support costs is management budgeting and review of estimated usage. Inevitably, this has involved a significant element of judgement but the charity has to consider the cost benefit of detailed calculations and record keeping.

6 TRUSTEES' REMUNERATION & EXPENSES

None of the Trustees, or any persons connected with them, received any remuneration for their services as trustees in either the year ended 31 March 2022 or in the preceding financial year. During the year ended 31 March 2021 one trustee was reimbursed £34 for expenses incurred on behalf of the Charity. No expenses were paid to trustees during the year ended 31 March 2022.

Voluntary Action South Leicestershire

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

7 STAFF NUMBERS AND EMOLUMENTS

	Year Ended 31 March 2022	Year Ended 31 March 2021
The average number of employees in the year was as follows:		
Engaged on charitable activities	18.42	18.25
Engaged in management and administration	2.00	2.00
Totals	20.42	20.25

No person's emoluments exceeded £60,000 per annum and the aggregate amount paid was as follows:

	Year Ended 31st March 2022 £	Year Ended 31st March 2021 £
Salaries	354,864	322,930
Social Security Costs (net of Employment Allowance)	20,938	17,467
Pension contributions	16,561	14,840
Total paid by the charity	392,363	355,237

Contributions to the employees' defined contribution pension plans are included in resources expended as they are incurred and are allocated between funds using the same method as the salaries to which they relate. At 31 March 2022 contributions of £Nil (2021: £Nil) were included in accruals.

The total employment benefits (including pension contributions) of the key management personnel, comprising the Trustees (who received no remuneration), the Charity Manager and the managers of: Carer Services, Transport; Community Champions; Wellbeing Befriending; and Business Support, were £150,270 (2021: £117,236).

8 NET INCOME/(EXPENDITURE) FOR THE YEAR

	Year Ended 31st March 2022	Year Ended 31st March 2021
Net Income/(Expenditure) is stated after charging the following expenses:		
Operating lease rentals	20,922	18,482
Auditors' remuneration		
Edward Thomas Peirson & Sons	For audit services 2,257	2,100
	For other assurance services 3,120	3,120

Edward Thomas Peirson & Sons prepared and audited the statutory accounts.

9 DEBTORS

	2022 £	2021 £
Trade Debtors	106	-
Prepayments	6,700	5,825
Other Debtors	126	222
	6,932	6,047

10 CREDITORS: Amounts falling due within one year

	2022 £	2021 £
Accrued expenses	10,552	9,411
Deferred income - grants (see Note 3)	25,684	30,061
Other taxes and social security	7,225	5,195
	43,461	44,667

Voluntary Action South Leicestershire

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

11 FUNDS

	At 1 April 2021 £	Income £	Expenditure £	Movement in Deferred Income £	Transfers £	At 31 March 2022 £
Unrestricted Funds:						
General Fund	79,002	54,730	(164,214)	-	98,979	68,497
Designated Funds:						
Financial Reserve	110,000	-	-	-	-	110,000
Adversity Reserve	20,000	-	-	-	-	20,000
Total unrestricted funds	209,002	54,730	(164,214)	-	98,979	198,497
Restricted Funds:						
Related to Development of Community Services	3,224	-	(1,547)	-	-	1,677
Related to carers:						
Leicester carers project	46,364	171,030	(140,701)	-	(46,340)	30,353
Young carers	18,348	16,351	(13,801)	-	(2,439)	18,459
Digital Inclusion	5,912	-	(3,735)	-	-	2,177
Mental Health	15,621	66,598	(40,933)	-	(18,248)	23,038
Related to befriending:						
Community champions	15,773	102,932	(67,163)	(621)	(24,892)	26,029
MH Befriending	-	29,663	(17,105)	4,998	11,029	28,585
Related to transport:						
Transport	48,044	91,509	(70,373)	-	(18,089)	51,091
Total restricted funds	153,286	478,083	(355,358)	4,377	(98,979)	181,409
Total Funds	362,288	532,813	(519,572)	4,377	-	379,906

Unrestricted funds comprise those funds which the Trustees are free to use in accordance with the charity's objects.

Designated funds are unrestricted funds which have been earmarked for particular purposes. The financial reserve is maintained at a level which is approximately equal to the aggregate of: three months' core running costs; the amount required to cover potential redundancy costs; and anticipated net cash outflows in the event of the charity's activities being wound up. The adversity reserve was created in January 2021 to cover additional expenditure that may be incurred in extraordinary circumstances such as those experienced in 2020 due to the Covid pandemic. No expenditure of money from either reserve can be committed except by explicit decision of the board.

Restricted funds are funds which have been given to or have been raised by the charity for particular purposes. They are grouped together into the broad categories to which they relate, namely: carers; befriending; transport and other activities. The Trustees' report provides additional information in relation to these activities and funds.

Transfers from the various restricted funds to the general fund are made in respect the agreed contribution from each fund towards the business support costs of the charity. Occasionally, transfers are also made between restricted funds to reflect the value of the benefit received by a fund from expenditure incurred in another fund.

Any deficit remaining, at the end of a project that has financed by restricted funds, is covered by a transfer from the general fund.

Voluntary Action South Leicestershire

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

11 FUNDS (continued)

Fund movements during the year ended 31 March 2021 were as follows:

	At 1 April 2020 £	Income £	Expenditure £	Movement in Deferred Income £	Transfers £	At 31 March 2021 £
Unrestricted Funds:						
General Fund	90,453	59,027	(144,593)	-	74,115	79,002
Designated Fund:						
Financial Reserve	110,000	-	-	-	-	110,000
Adversity Reserve	-	-	-	-	20,000	20,000
Total unrestricted funds	200,453	59,027	(144,593)	-	94,115	209,002
Restricted Funds:						
Related to Development of Community Services	1,413	21,980	(19,780)	-	(389)	3,224
Related to carers:						
Leicester carers project	26,503	177,930	(120,436)	-	(37,633)	46,364
Young carers	24,664	12,431	(16,024)	-	(2,723)	18,348
Digital Inclusion	9,647	-	(3,735)	-	-	5,912
Mental Health	4,408	65,904	(39,819)	-	(14,872)	15,621
Related to befriending:						
Community champions	-	101,208	(62,899)	(606)	(21,930)	15,773
MH Befriending	-	4,998	-	(4,998)	-	-
Related to transport:						
Transport	46,936	79,329	(61,653)	-	(16,568)	48,044
Total restricted funds	113,571	463,780	(324,346)	(5,604)	(94,115)	153,286
Total Funds	314,024	522,807	(468,939)	(5,604)	-	362,288

12 ANALYSIS OF NET ASSETS BETWEEN FUNDS

The allocation of net assets between funds at 31 March 2022 was as follows:

	General Fund £	Designated Fund £	Restricted Funds £	Total £
Debtors	6,826	-	106	6,932
Cash at bank and in hand	78,930	130,000	207,505	416,435
Creditors: Amounts falling due within one year	(17,259)	-	(26,202)	(43,461)
Total Net Assets	68,497	130,000	181,409	379,906

All liabilities connected with the payroll are included in the above analysis as relating to the General Fund.

The allocation at 31 March 2021 was:

	General Fund £	Designated Fund £	Restricted Funds £	Total £
Debtors	6,047	-	-	6,047
Cash at bank and in hand	87,302	130,000	183,606	400,908
Creditors: Amounts falling due within one year	(14,347)	-	(30,320)	(44,667)
Total Net Assets	79,002	130,000	153,286	362,288

Voluntary Action South Leicestershire

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

13 OPERATING LEASE COMMITMENTS

The charity is committed to make the following aggregate future minimum lease payments under non- cancellable operating leases:

	2022	2021
	£	£
Aggregate payments due:		
Within one year	12,161	17,301
In two to five years	153	3,064
In more than five years	-	-
	<u>12,314</u>	<u>20,365</u>

14 RELATED PARTIES

There were no related party transactions in the year or in the preceding financial year.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

England & Wales - Charity number 1141274

Accounts

Registered Charity Number: 1141274

Company Number: 07517828

**Voluntary Action South Leicestershire
(a charitable company limited by guarantee)**

ANNUAL REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31 March 2021

Voluntary Action South Leicestershire

REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

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**Voluntary Action South Leicestershire
Company Information
For the year ended 31 March 2021**

Trustees:

Linda Jones (Chair)
Kate Godber
Howard Grant
Barbara Johnson
Pritibala Joshi
Gail Lamb (Treasurer)
Helen Murray
Suzanne Packer

Charity Manager & Company Secretary

Maureen O'Malley

Company Number

07517828 (England and Wales)

Charity Number

1141274

Registered Office

1st Floor Torch House
Torch Way
Northampton Road
Market Harborough
Leicestershire
LE16 9HL

Auditors:

Edward Thomas Peirson & Sons
Chartered Accountants
21 The Point
Rockingham Road
Market Harborough
Leicestershire
LE16 7NU

Bankers:

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

HR Advisers:

Peninsula Business Services Ltd
Riverside
New Bailey Street
Manchester
M3 5PB

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their Report, which includes the Directors' Report required by company law, together with the Financial Statements of the charitable company ("the charity") for the year ended 31 March 2021.

REFERENCE AND ADMINISTRATIVE DETAILS

Charity Name

The charity's formal name is Voluntary Action South Leicestershire but it is also known, and frequently referred to, as VASL.

Statutory information

Information regarding the charitable company's registration numbers, registered office, current trustees, senior manager and other advisers is set out at Page 1 to the financial statements.

Directors/Trustees and Management

The directors of the charity are also its trustees for the purpose of charity law and throughout this report and financial statements are referred to collectively as the Trustees or the Board. Those who have served in this capacity during the period covered by the financial statements are as follows: –

Chair:	Linda Jones CBE	
Treasurer:	Gail Lamb	
	Sarah Cawdell	Resigned 18 January 2021
	Martin Dyke	Appointed 1 June 2020, Resigned 28 September 2020
	Kate Godber	
	Howard Grant	Appointed 27 October 2020
	Michael Herbert	Resigned 28 September 2020
	Barbara Johnson	Appointed 27 October 2020
	Pritibala Joshi	Appointed 27 October 2020
	Helen Murray	Appointed 27 October 2020
	Suzanne Packer	Appointed 27 October 2020
	Peter Van-Herrewege	Resigned 1 July 2020

The Trustees are also the members of the company.

Company Secretary: Maureen O'Malley

OBJECTIVES AND ACTIVITIES

Objects

The charity's objects, as set out in the Articles of Association of the charitable company, are:

- to promote any charitable purposes for the benefit of the community, principally but not exclusively in the local government area of Harborough and wider Leicestershire (herein called the 'area of benefit') and, in particular, to develop services which enhance the well-being of people who are in a situation of need, hardship or distress, or who are aged or sick. Such support services include, but are not limited to, support for carers of all ages, social transport, and mental health support; and
- to provide high quality services in response to identified need, actively involving volunteers and working in partnership with third sector, statutory and other relevant bodies in the achievement of the above purposes within the area of benefit.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

OBJECTIVES AND ACTIVITIES (continued)

Aims and strategies

In satisfaction of these objects our aims are to:

- develop services which enhance the wellbeing of people who are in particular need of support;
- use and value the important contribution of volunteers in all our services;
- be proactive and reactive to local needs;
- encourage and promote social inclusion; and
- continually learn, improve and innovate as an organisation.

Our mission is to improve and enrich the lives of people in our community by providing services and volunteer facilitated activities with strategic objectives of:

- meeting community needs;
- ensuring sustainable growth; and
- achieving organisational excellence

Our vision is to cement our position as the lead 3rd sector organisation in Harborough District and a major provider of services across the county.

Our success is reliant on all trustees, staff and volunteers applying our key values of:

- Respect – treating everyone with dignity and fairness
- Equality of opportunity – recognising and welcoming diversity
- Openness – in the way we work
- Responsiveness – to the needs of the community
- Collaboration – working with others to achieve joint aims

Activities and Projects

The principal projects and activities with which we have been involved in the year are detailed below. Each project/activity has been affected to some extent by the outbreak of the Covid 19 pandemic, shortly before the start of the financial year, which resulted in the UK government announcing various restrictive measures on 23 March 2020. These measures limited the charity's ability to operate as normal and caused us to reassess how we deliver our services to ensure that they remained effective and appropriate for the needs of our service users.

1. Support for Carers Leicestershire

The Covid 19 pandemic has been a particularly difficult time for our unpaid carers. Support for Carers referrals increased as many family carers refused any support coming into the home and looked instead for telephone support. Regular respite breaks were no longer available during this time and more family members were helping to provide support that was so desperately needed.

Overall, the Support for Carers service delivery was the least affected of VASL projects, with only the carers clinics having to be postponed. The service ran smoothly in terms of operation and delivery and, as we progressed through the year, we introduced a number of online carers groups using Zoom.

Our network and partnership working with other organisations and services continues to be very successful, including designing and developing the carers passport which has been recognised across the whole of Leicestershire

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

OBJECTIVES AND ACTIVITIES (continued)

Activities and Projects (continued)

2. Young Carers

The Young Carers Project has supported young carers and their families throughout the pandemic in a variety of ways.

We spent the first 6-8 weeks of Lockdown in regular phone contact with all of our families sorting out various practical issues: food parcels, utility bills, laptops, school meal vouchers, mental health support etc.

For May half term, the team researched and organised 'Bags of Happiness' which we hand-delivered to all our young carers – these were activity bags full of fun things to do to keep them occupied at home. Goodies included: baking kits, cook books, stationary, art supplies, gardening kits, tennis balls, pamper kits etc.

We then moved to online support and began running fortnightly Zoom groups which began in June 2020 and continued right through until we started meeting face-to-face again in May 2021. The Zoom groups were a chance to stay connected with each other and for the young people to have regular contact with a trusted adult. The sessions were fun and interactive and provided a much-needed regular focus for the young people.

At Christmas, we organised presents for them all which gave the team another opportunity to do doorstep visits to all our families. By the end of March 2021, we were eagerly planning a 'roadmap' for our return to face-to-face groups in the Spring.

The Trustees are incredibly proud of the Young Carers team for the way in which they adapted our project to meet the needs of our service users during a really difficult year and we have been amazed at the resilience and strength of our incredible young people.

3. Community Champions Befriending Scheme

The Community Champions Befriending Scheme continued to alleviate loneliness throughout the pandemic, by meeting the needs of clients and volunteers, who were both online and offline.

For people who were offline, we posted monthly newsletters, arranged for volunteers to ring, write or email regularly and the Community Champions team delivered cream teas/Lottery Activity Bags/Healthy at Home bags. These deliveries gave us a chance to have a door stop chat which was well received. People really relished proper face to face contact so, as restrictions eased, we also introduced home and garden visits, and arranged outdoor meetings so that people could chat in groups again.

For online users, we held monthly Zoom Community Gatherings with visiting speakers, and quizzes. There were also monthly Zoom learning sessions and volunteer-led mini-Zooms for clients to build new connections online.

We adapted the project so that we could operate remotely- both volunteer recruitment and client assessments were done over the telephone and matches made without visiting people.

It is well known that the pandemic has made loneliness deeper and wider but our project has been appreciated as evidenced by the following response from one of our users: *"Thank you so much for your support. I've found Community Champions lovely and it's really helped me during lockdown and beyond. I really look forward to getting emails from my Community Friend"*.

4. VASL Transport

As most of our volunteer drivers are aged over 70, we took the difficult decision to temporarily close the Car Scheme with effect from 14th April 2020. However, those volunteers under 70 delivered prescriptions, shopped, dog walked, kept in touch by telephone with car scheme clients, carried out activities for local churches, such as distributing quizzes to those shielding/self-isolating etc. From 4th June, they also started helping Market Harborough Jubilee Foodbank by delivering food parcels throughout Harborough district, Monday to Friday.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

OBJECTIVES AND ACTIVITIES (continued)

Activities and Projects (continued)

The Transport staff dealt with more than seventy referrals from Harborough District Council, these ranged from giving phone numbers and contact details for: shops who will deliver; Anglican Church groups who will shop for you; and village volunteer support groups. In addition, where appropriate, they put people in touch with our other projects such as Community Champions and My Mind Matters. The staff have also kept in regular email/telephone/Zoom contact with the volunteer drivers.

We had some outdoor social distanced meet ups, when the weather permitted, and rang round as many as we could of our 1,800 clients, checking that they were well and seeing if they needed help with anything e.g. shopping or just a regular chat. Everyone we rang appreciated our calls and the information that we were able to provide, they just loved talking to someone!

5. My Mind Matters

Our My Mind Matters project team has continued, throughout the pandemic, to provide a service to support individuals within the Harborough District by providing information, advice and navigation, and one to one support, around mental health wellbeing.

A new manager for the project was recruited during the year and commenced the role in July 2020. The team worked well in adapting to accommodate the service users and found ways to support them during the pandemic.

The project moved workshops/groups online to support service users so they can engage within the community from their homes whilst in lockdown/isolation.

It has been a challenging year, due to staff changes and not being able to work in the office or meet with colleagues. However, due to good teamwork and communication, we were able to overcome these challenges and, overall, the My Mind Matters team managed extremely well under the difficult circumstances.

6. Volunteering

The majority of VASL services and projects are heavily reliant on the skills and expertise of our volunteers. As an organisation we continue to provide quality volunteering opportunities, supported by excellent training and support for the volunteers.

Volunteering in the community has never been more needed than during this last year and our volunteers were quick to step in and help in whatever way they could and were able to.

VASL volunteering opportunities are publicised and promoted in the community on a regular basis. We hold the Investing in Volunteers Accreditation which is a recognised quality mark for volunteer involving organisations.

7. Representation and Engagement

VASL continues to sit on key forums and engagement groups throughout Harborough District and wider Leicestershire. We are regularly consulted by health and social care agencies to help identify and shape services that support our client groups and the wider community. We continue to have a close working relationship with Harborough District Council and responded quickly to the Covid-19 crisis by supporting the Covid Community Hub.

Public Benefit

The Trustees are pleased to confirm that they have referred, and continue to refer, to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

ACHIEVEMENTS AND PERFORMANCE

At the beginning of the year the Trustees set the following strategic priorities for 2020/21:

Organisational

- To manage and reduce the impact of Covid 19 and the period of Lockdown on the services to clients in all of the projects.
- To be proactive in responding to the needs of those who are at high risk of Covid 19, including working with Harborough District Council to recruit and place volunteers.
- To support and protect the wellbeing of staff during the lockdown and to ensure their jobs are safe, including using the Government's Job Retention Scheme, if appropriate.
- To ensure the staff are supported and empowered in their work for us, including providing regular supervision and support, annual appraisals, and training as required.
- To ensure Safeguarding is a priority throughout the organisation, including evidencing Safeguarding Competences by our Staff and Trustee Board, by means of regular refresher training and seeking outside expertise, where required.
- To manage our budgets for the year to ensure that costs remain in line with expectation.

Project based

- To keep commissioners and funders informed of required changes to the projects, including the likely impact on contract requirements; renegotiate contracted targets, outcomes, and contract extensions, as required.
- To provide regular information to funders about the performance and outcomes of the projects including, but not exclusively, the reporting requirements specified in the contracts or grants.
- To recognise the important funding received from the Market Harborough and Bowden's Charity and to establish regular meetings and feedback to them.
- To continue to keep Councillors and Officials at Harborough District Council informed about the work, objectives and performance of VASL and to seek opportunities for partnership working to meet our shared objectives.
- To review the Community Champions Project as it completes year 3 of the 5-year funding from the Big Lottery. Identify the lessons learned from the project and develop a strategy for the remaining years of the funding and in the future.
- To review, and learn from, the changes to projects and business support in response to the pandemic, the lockdown and necessary social distancing, to improve and further develop services and the ways we operate in the future

As it turned out, the year was dominated by the Covid 19 pandemic.

As an organisation, we had to react quickly to the enforced changes so as to continue to ensure that we met our charitable objectives. Each project and service reviewed their activities and looked for ways to provide a service whilst keeping staff, volunteers and clients safe and complying with government guidelines and restrictions.

It is very pleasing to report that the whole team moved seamlessly to working from home, online support and providing the best possible service under the circumstances.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

ACHIEVEMENTS AND PERFORMANCE (continued)

Our partnership working with Harborough District Council was strengthened when we teamed up with the HDC Covid Support helpline. We signposted volunteers to where they could help, and helped clients who were shielding to get essential shopping, medication and other vital services. We also extended our befriending services to support anyone shielding by providing a regular phone call to reduce loneliness and isolation.

Our transport scheme was affected the most in terms of delivery, as we had to put the service on hold from the end of March 2020 and it only restarted in April 2021. The staff and volunteers were redeployed to other work and services within VASL, these included delivering for the Foodbank and regular support to our transport volunteers and clients.

We were also fortunate to be provided with financial support from the Lottery Covid Emergency Fund. This extra funding allowed us to improve our IT and telephony capabilities allowing video conferencing at the touch of a button. The funding also allowed us to deliver over 250 lottery activity bags to those clients who are unable to be connected digitally.

The running of the organisation continued uninterrupted and we recruited five new trustees during the year. We also renewed two quality standards following external verification: Investing in Volunteers and Trusted Charity Mark, Level 2 (previously Pqasso). Trustees and staff were delighted by these endorsements of our work.

The Board were actively involved as we navigated through a very difficult and unprecedented time. They met every month, and the Trustees were heavily involved in Covid Risk Assessments.

As we reached the end of the year the country was in yet another full lock down, however the vaccination programme was well underway and we began to plan services opening up to mirror the government road map.

In particular, we began to consult with members, stakeholders, staff and volunteers to put together a new three-year strategic plan to be in place by 1st April 2021. Following this process, it was very quickly identified that Mental Health and Wellbeing would be high on the priority list, for post Covid support. It was agreed that we would seek funding to recruit a Mental Health Befriending Project Manager and get a new project launched. Funding for this one-year pilot was sought and confirmed from a number of grant holders, including Harborough District Council, Postcode Trust, Shire Grant and the Trustees also allocated funding from VASL opportunity reserves.

Although it was a very surreal year, the Trustees are extremely proud of the part VASL has played in supporting the community in a very fearful time and we will continue to play our part into the future.

We are, as ever, most grateful to all of those who have provided funds to support our work throughout 2020/21. The funding that we have received has ranged from individual donations and one-off pots of funding from individuals, community groups and businesses to larger grants from organisations including:

- Leicestershire County Council;
- Harborough District Council;
- Market Harborough and The Bowden's Charity;
- National Lottery Community Fund;
- BBC Children in Need;
- Leicester, Leicestershire and Rutland Community Foundation;
- Lloyds Foundation;
- Leicestershire County Council Shire Grants;
- Postcode Community Trust; and
- HDC Community Grants.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

ACHIEVEMENTS AND PERFORMANCE (continued)

The difference we have made

The Table below summarises the difference VASL made in our Communities during 2020-21.

Community assisted	Total Individuals	How Have They Benefited?
Carers across Leicestershire	2,623 individual family carers supported.	• Carer helpline (Monday to Friday, 9am – 5pm) • Online support through website, Facebook, Twitter • Support group sessions delivered to share experiences • County-wide Forum events • Newsletters providing information and contacts • Telephone befriending • 6,810 hours of advice, information, guidance and one-to one support.
Young Carers	23	• Fortnightly support group sessions providing respite time and a chance to be with peers • One to one Zoom support where most needed • Email and Facebook support
Isolated Older People and people needing help with transport	186 isolated people 848 Foodbank deliveries	• Social support –Community Champions • Befriending, digital & telephone support, penpals, 67 events and gatherings • Volunteers provided transport for Foodbank clients
People needing support with the mental health	155	• Information • Advice and Navigation • One to One Support
Volunteers	8 VASL trustees 170 VASL Volunteers	• Supporting all VASL Projects
Community Groups in Harborough		• Local Groups encouraged to attend Community Networking events • Ad hoc support

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

ACHIEVEMENTS AND PERFORMANCE (continued)

The difference we have made (continued)

Community assisted	Total Individuals	How Have They Benefited?
The Business and Public Sectors	We worked with many different organisations including: - Leicestershire County Council - Harborough District Council - NHS community mental health teams - CCG's - LLILT Group - Healthwatch - Waitrose - Local schools, libraries, adult learning - GP practices across Leicestershire - Parish Councils - Schools/Education Establishments	- Worked in partnership with VASL to support their customers and share knowledge and ideas - Raised their community profile - Engaged with businesses
Charities/Third Sector/Grant Makers	We worked with many different charities including: - Market Harborough & The Bowdens Charity - Harborough FM - LLR Community Foundation - Big Lottery - Children In Need - Age UK - LAMP - Dementia Harborough - Befriending Network - Community Transport Association - Alzheimer's Society - Sustainable Harborough - HCYC - The Cube Youth Centre	- Met their charitable aims by awarding grants to VASL for project activity - Took referrals for services from VASL staff - Attended VASL forums - Consulted on project development
The Wider Community		- Support for Carers Leicestershire website provides information and support - VASL website provides information, support and access to services

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

FINANCIAL REVIEW

Financial Performance

The financial period covered by the accounts and this report was a 12-month period from 1 April 2020 to 31 March 2021. The annual income was £517,203 (2020: £545,889) and the total costs were £468,939 (2020: £506,048). This resulted in a net surplus of £48,264 (2020: £39,841). There was a £8,549 surplus in unrestricted funds (2020: £495 deficit) and a £39,715 surplus in restricted funds (2020: £40,336).

VASL continues to operate in a period of considerable financial uncertainty in relation to core funding from statutory bodies and project funding from other agencies. In view of this the Trustees considered it prudent to retain a designated financial reserve of £110,000 to cover contingencies (see Policy on reserves below).

Policy on cost recovery

In undertaking a grant funded project, VASL aimed to apply the principles of Full Cost Recovery. That is, it recognised that each project undertaken by VASL was supported by a central organisation whose costs must be covered by the organisation as a whole. Each project had therefore to contribute its share of the central cost.

Accordingly, except where there was an explicit agreement with the funder on the amount of grant which was to be applied to central costs, an overheads charge was levied in proportion to the staff time devoted to the project. These charges were calculated as part of the annual budgeting process, and were applied in the accounts as inter-fund transfers.

Policy on reserves

VASL's policy on reserves has been designed to protect it from uncertainties in funding from statutory and grant making bodies, and other financial risks. Its aim is to ensure that there are sufficient funds to meet all its contractual obligations and to continue in operation until there has been time to reorganise to meet the contingency.

In particular, the VASL Board agreed that:

- a) They would continue to designate a fund in its accounts to be its financial reserve.
- b) They would designate an additional fund in its accounts to be its adversity reserve to cover extraordinary circumstances such as those seen in 2020 and 2021 due to the Covid pandemic.
- c) No expenditure of money from either designated reserve could be committed for any purpose except by explicit decision of the Board. In so deciding, the Board would consider whether, when and how the reserve could be replenished.
- d) The core fund operational reserves should be designated for business development costs to cover delivery of the strategic plan.
- e) The financial reserves, adversity reserves and business development reserves should be invested in 3 interest-bearing instant access accounts to a maximum of £85,000 in each.

The VASL Board has reviewed its financial risks and decided that it is appropriate to maintain its designated financial reserve at £110,000 calculated thus:

Three months' core running costs	£50,000
Negative cash flow in run down situation	£25,000
Reserve for possible redundancy costs	£35,000

Following a review of risks, the Board decided that it is appropriate to establish and maintain its designated adversity reserve at £20,000.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

FINANCIAL REVIEW (continued)

Policy on reserves (continued)

Unrestricted reserves which have not been designated amounted to £79,002 at 31 March 2021 and the Board considers that these are at an acceptable level for the day to day operating requirements of the charity. The aggregated reserves of restricted income funds amounted to £153,286, which is in line with the expectation of the Board. This reflects the receipt of grants in advance of incurring the associated expenditure in respect of projects which cover more than one financial year.

PLANS FOR FUTURE PERIODS

During the year, VASL carried out consultation with all stakeholders to influence a new Strategic Plan for 2021-2024. Views and opinions were sought from our clients, volunteers, staff, trustees, funders and strategic partners. The plan was finalised in early April 2021.

Many of our project and service deliverables are still very much valid for the coming years. The strategic plan also reflects the urgent issue of Covid recovery, majoring on supporting all client groups in building confidence and wellbeing. We have already developed a new project, Wellbeing Befriending, supporting adults over 18 years of age with mild to moderate mental health issues.

There are also a number of potential new developments and partnerships on the horizon including supporting a Loros Wellbeing Centre in Market Harborough. We are also keen to see how we can further support dementia clients and their carers.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution and Governing Document

The charity was incorporated on 4 February 2011 as a company limited by guarantee (Company Number 07517828), not having a share capital, and is governed by its Memorandum and Articles of Association of that date, as amended on 18 March 2019. It was registered as a charity by the Charity Commissioners for England and Wales on 8 April 2011 (Registered Number 1141274).

Each of the members has agreed to contribute the sum of £1 in the event of the charity being wound up.

Appointment of trustees

Trustees are nominated from persons who through residence, occupation, employment or otherwise have special knowledge of the area of benefit, or who are otherwise able, by virtue of their personal or professional qualifications, to make a significant contribution to the pursuit of the objects or the management of the charity.

Trustee induction and training

New trustees are briefed on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision making processes, the business plan and recent financial performance of the company. During the briefing they are also given a tour of the charity's premises and are introduced to the employees and other trustees. All trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

Organisational Structure

The Trustees hold formal meetings every eight weeks and have elected a Chair, Secretary and Treasurer from their number. The Trustees are responsible for setting the strategic direction of the charity and have delegated day to day decisions concerning its operation to Maureen O'Malley the Senior Manager.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)

Arrangements for setting staff pay

Staff pay, including that of the senior manager, reflects the level of responsibilities of the posts and is benchmarked with similar sized voluntary and community sector organisations. Cost of living increases take into account inflation and levels awarded for public and voluntary sector organisations. These decisions are taken by the full Board of Trustees on the recommendation of the Board's Human Relations subcommittee

Risk management

The Trustees keep the charity's activities under regular review in order to identify the opportunities available to the charity and the risks to which it is exposed. Where risks are identified, for example in relation to fraud, systems and procedures are established and implemented to mitigate those risks identified and to minimise their impact should they materialise.

In particular, the Trustees recognise that the charity is a service organisation and that one of the principal risk that it faces, in attempting to fulfil its aims and objects, is that its standard of service falls short of that which might reasonably be expected by users. As a result, we have implemented a quality assurance policy statement based on the Trusted Charity Mark, Level 2 (previously Pqasso). This defines the benchmarks for standards throughout the Voluntary Sector and comprehensive arrangements to monitor progress in implementing and adhering to these standards. In addition, we are committed to providing training programmes to staff and volunteers to assist them in all areas of activity in which they are likely to become involved in the operation of the charity.

FUND-RAISING STANDARDS INFORMATION

The charity does not carry out significant fundraising activities.

TRUSTEES' RESPONSIBILITIES STATEMENT

The Trustees (who are also Directors of VASL for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 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 charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

VOLUNTARY ACTION SOUTH LEICESTERSHIRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

TRUSTEES' RESPONSIBILITIES STATEMENT (continued)

In so far as the trustees are aware:

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

PREPARATION OF REPORT

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD

A handwritten signature in dark ink, appearing to read 'Linda Jones', is written over a light blue horizontal line.

Linda Jones CBE
Chair
Dated 27 September 2021

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF VOLUNTARY ACTION SOUTH LEICESTERSHIRE

Opinion

We have audited the financial statements of Voluntary Action South Leicestershire for the year ended 31 March 2021 which comprise the Statement of Financial Activities (including Income and Expenditure Account), the Balance Sheet, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (United Kingdom Generally Accepted Accounting Practice)

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2021, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

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

Conclusions relating to going concern

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

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

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

Other information

The trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Continued

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF VOLUNTARY ACTION SOUTH LEICESTERSHIRE (continued)

Other information (continued)

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on other matter prescribed by the Companies Act 2006

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

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

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

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

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement set out on pages 12 and 13, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Continued

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF VOLUNTARY ACTION SOUTH LEICESTERSHIRE (continued)

Auditor's responsibilities for the audit of the financial statements

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

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

- the engagement partner ensured that the engagement team collectively had the appropriate experience, competence, capabilities and skills to identify or recognise non-compliance with laws and regulations;
- through discussions with the trustees and other management, and from our commercial knowledge of the charitable company's multiple activities and objectives, we identified the laws and regulations applicable to the charitable company and focused on specific laws and regulations which we considered may have a direct material effect on the financial statements and operations of the charitable company. These included company law, data protection, anti-bribery, employment, environmental and health & safety legislation; and
- we remained alert to instances of non-compliance throughout the audit and assessed the extent of compliance through discussions with management and examination of documentation.

We assessed the susceptibility of the company's financial statements to material misstatement and obtained an understanding of how fraud might occur by:

- making enquiries of management as to where they considered there was a susceptibility to fraud and their knowledge of any actual, suspected or alleged fraud; and
- considering the internal controls in place to mitigate the risk of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify unusual or unexpected relationships;
- reviewed the nominal ledger and, specifically, journal entries to identify large or unusual transactions and investigated them; and
- we assessed the extent to which accounting entries relied on a high degree of judgement and/or estimation.

In response to the risk of irregularities and non-compliance with laws and regulations we designed procedures which included:

- agreeing financial statement disclosures to supporting documentation;
- reading minutes of trustees meetings, relevant regulators and any of the company's professional advisers; and
- enquiring of management as to actual and potential litigation and claims.

There are inherent limitations in our audit procedures outlined above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing

standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the Trustees and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment and/or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

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



Callum Veasey (Senior Statutory Auditor)
For and on behalf of: Edward Thomas Peirson & Sons
Statutory Auditor
Chartered Accountants
21, The Point
Rockingham Road
Market Harborough
Leicestershire
LE16 7NU

8th November 2021

Voluntary Action South Leicestershire

STATEMENT OF FINANCIAL ACTIVITIES (Including Income & Expenditure Account) FOR THE YEAR ENDED 31 MARCH 2021

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
INCOME FROM:					
Donations and legacies	3	56,081	457,029	513,110	491,527
Charitable activities	4	-	1,147	1,147	51,426
Investment income - Bank interest receivable		2,263	-	2,263	2,936
Other		683	-	683	-
Total income		<u>59,027</u>	<u>458,176</u>	<u>517,203</u>	<u>545,889</u>
EXPENDITURE ON:					
Charitable activities	5	144,593	324,346	468,939	506,048
Total expenditure		<u>144,593</u>	<u>324,346</u>	<u>468,939</u>	<u>506,048</u>
Net income/(expenditure) for the year		(85,566)	133,830	48,264	39,841
Net transfers between funds	11	94,115	(94,115)	-	-
Net movement in funds	11	<u>8,549</u>	<u>39,715</u>	<u>48,264</u>	<u>39,841</u>
Reconciliation of funds:					
Balances brought forward		200,453	113,571	314,024	274,183
Balances carried forward		<u>209,002</u>	<u>153,286</u>	<u>362,288</u>	<u>314,024</u>

All activities relate to continuing operations.

The Statement of Financial Activities includes all gains and losses recognised during the year.

The notes on pages 20 to 27 form part of these accounts

Voluntary Action South Leicestershire (Company No. 07517828)**BALANCE SHEET AS AT 31 MARCH 2021**

	Note	2021 £	2020 £
Current Assets			
Debtors	9	6,047	1,291
Cash at bank and in hand		400,908	354,175
		<u>406,955</u>	<u>355,466</u>
Creditors:			
Amounts falling due within one year	10	(44,667)	(41,442)
Net Current Assets/Net Assets		<u><u>362,288</u></u>	<u><u>314,024</u></u>
Funds	11		
Unrestricted funds			
General funds		79,002	90,453
Designated funds		130,000	110,000
		<u>209,002</u>	<u>200,453</u>
Restricted funds		153,286	113,571
Total Funds		<u><u>362,288</u></u>	<u><u>314,024</u></u>

The accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The accounts were approved by the Board of Trustees on 27 September 2021 and signed on its behalf by:



Linda Jones - Trustee

The notes on pages 20 to 27 form part of these accounts

Voluntary Action South Leicestershire

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2021

	2021 £	2020 £
Net movement in funds	48,264	39,841
Interest shown in investing activities	(2,263)	(2,936)
(Increase)/Decrease in Debtors	(4,756)	(875)
Increase/(Decrease) in Creditors	3,225	4,018
Net cash generated by/(used in) operating activities	<u>44,470</u>	<u>40,048</u>
Cash flows from investing activities		
Interest income	2,263	2,936
Change in cash and cash equivalents in the year	<u>46,733</u>	<u>42,984</u>
Cash and cash equivalents brought forward	354,175	311,191
Cash and cash equivalents carried forward	<u><u>400,908</u></u>	<u><u>354,175</u></u>
Cash and cash equivalents comprise:		
Cash at bank and in hand	<u><u>400,908</u></u>	<u><u>354,175</u></u>

The notes on pages 20 to 27 form part of these accounts

Voluntary Action South Leicestershire

Notes to the accounts for the year ended 31 March 2021

1. STATUS OF THE COMPANY

The company is a private company registered in England & Wales and is limited by guarantee. It does not have a share capital but every member of the company is required, in the event of it being wound up while he or she is a member (or within twelve months of their ceasing to be a member), to contribute the sum of £1 towards the debts and liabilities of the charity, which were incurred before they ceased to be a member, and the costs of winding up.

The Memorandum and Articles of Association specify that the company is a non-profit making organisation that shall apply any income that it receives in fulfilling its objectives and it is registered as a charity by the Charity Commissioners for England and Wales. If upon winding up any assets remain after the satisfaction of all debts and liabilities they shall be transferred to some other charitable body or bodies having similar objects to the charity.

2. PRINCIPAL ACCOUNTING POLICIES

(i) Accounting convention and basis of accounting

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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) issued in October 2019 ("SORP 2019 (FRS 102)"), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) ("FRS 102"), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice.

(ii) Basis of accounting, going concern and impact of Covid 19.

The financial statements are prepared under the historical cost convention and on a going concern basis. The trustees consider that there are no material uncertainties which cast doubt on the charity's ability to continue as a going concern. In forming this opinion they have considered the level of funds held and the expected level of income and expenditure in the twelve months from the date of the approval of these financial statements and, in particular, have considered the impact of the Covid 19 pandemic on the charity's operational and financial activities.

From an operational perspective, during the year the charity temporarily moved its staff to homeworking and adapted its services, in partnership with other agencies, to provide support to the most vulnerable members of the local community. The pandemic has had no direct impact on the balance sheet at the year end and funding, for the charity's ongoing projects and core activities, is provided by bodies which are considered to have a high degree of resilience to its financial effects.

(iii) Incoming resources

All incoming resources are reported gross of any related expenditure.

Donations and legacies comprises all incoming resources from sponsorships, legacies, donations and grants (including those received from local governmental organisations). Such income is recognised in the period: in which the charity is legally entitled to the receipt; after any performance conditions have been met; the amount can be measured with reasonable certainty; and it is probable that the income will be received. Where there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then the income is deferred until those conditions are fully met. Any such income which is deferred to a future accounting period is carried forward in the balance sheet within creditors falling due within one year.

No amounts are included in accounts for services donated by volunteers.

Incoming resources from charitable activities comprise amounts receivable by the charity, from users of the services that it provides, in undertaking its charitable activities.

Investment income comprises interest receivable on cash balances held in appropriate interest bearing deposits. Such income is recognised when it is receivable and is allocated to the fund to which it relates.

Other trading activities comprise income from letting and licensing arrangements for space in property held primarily for functional use by the charity but which is temporarily surplus to its operational requirements.

Other income represent miscellaneous operational receipts that do not relate to any of the above headings.

Voluntary Action South Leicestershire

Notes to the accounts for the year ended 31 March 2021

2 PRINCIPAL ACCOUNTING POLICIES (continued)

(iv) Resources expended

All expenditure is accounted for on an accruals basis and is recognised when there is a legal or constructive obligation to pay, it is probable that settlement will be required and the amount of the obligation can be measured reliably. As the charity is not VAT registered the expenditure is stated inclusive of VAT. All of the expenditure in the year has been categorised as relating to charitable activities.

Cost of charitable activities represents the direct costs incurred in providing services to its users/beneficiaries in fulfillment of the charity's objects together with all of the support costs, such as governance, staff, premises and administration costs that are directly attributable to those activities.

Any support costs that are not directly attributable to particular headings are allocated to activities on a basis consistent with use of the resources. This allocation involves a significant degree of management judgement but the charity has to consider the cost benefit of detailed calculations and record keeping.

(v) Tangible fixed assets and depreciation

Expenditure of a capital nature, which exceeds £2,000 per item, is capitalised at cost as a fixed asset and depreciation is provided on a straight-line basis so as to write off the cost over the anticipated useful economic life of the asset. The relevant rate is 25% per annum.

(vi) Financial instruments

All of the charity's financial assets and financial liabilities are of a kind that qualify as basic financial instruments. Such basic financial instruments are initially recognised at transaction value and are subsequently measured at their settlement value.

(vii) Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

(viii) Operating leases

Rentals payable under operating leases are charged to the Statement of Financial Activities as incurred on a straight-line basis over the term of the lease.

(ix) Pension costs

Payments to defined contributions schemes on behalf of the charity's employees are charged as an expense in the Statement of Financial Activities as they are incurred.

(x) Fund accounting

The charity has various types of funds for which it is responsible and which require separate disclosure.

Unrestricted funds comprise those general funds which the Trustees are free to use in accordance with the charity's objects.

Designated funds are unrestricted funds which the Trustees have earmarked for particular purposes.

Restricted funds are funds which have been given to the charity for particular purposes specified by the donor or by the terms of an appeal, within the overall aims of the charity. The donation and any income arising therefrom must be used in accordance with the specified purposes.

Transfers are made from restricted funds to general funds to cover the agreed contribution from each fund towards the general management expenses of the charity.

A description of the funds in existence in the year is given at Note 11.

Voluntary Action South Leicestershire

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

3 INCOME FROM DONATIONS & LEGACIES	Unrestricted Funds	Restricted Funds	Total Funds 2021	Total Funds 2020
	£	£	£	£
Grants received in the year from:				
Leicestershire County Council	-	287,191	287,191	292,714
Harborough District Council	14,100	4,151	18,251	14,100
Big Lottery Fund	-	121,633	121,633	97,831
BBC Children in Need	-	7,477	7,477	9,896
Market Harborough & The Bowdens Charity	34,664	30,480	65,144	29,880
Other providers	-	10,154	10,154	27,473
	48,764	461,086	509,850	471,894
Movement in deferred income	-	(5,604)	(5,604)	(564)
	48,764	455,482	504,246	471,330
Other donations and voluntary income	7,317	1,547	8,864	20,197
Total income from donations and legacies	56,081	457,029	513,110	491,527

In the year ended 31 March 2020, £457,230 of Grants and £10,941 of Other donations and voluntary income related to restricted funds (see Note 11).

Certain grants received in the year are subject to performance conditions which the charity has to fulfil in order to become entitled to use the income. The balance of the income deferred, which is included in Creditors: Amounts falling due within one year, comprises:

	2021	2020
	£	£
Deferred income at the start of the year	24,457	23,893
Net Movement in the year	5,604	564
Deferred income at the end of the year	<u>30,061</u>	<u>24,457</u>

4 INCOME FROM CHARITABLE ACTIVITIES	Unrestricted Funds	Restricted Funds	Total Funds 2021	Total Funds 2020
	£	£	£	£
Contributions from users of the Transport Schemes	-	1,147	1,147	51,426
Total income from charitable activities	-	1,147	1,147	51,426

5 EXPENDITURE ON CHARITABLE ACTIVITIES	Unrestricted Funds	Restricted Funds	Total Funds 2021	Total Funds 2020
	£	£	£	£
Costs incurred in connection with:				
Governance:				
Auditors' remuneration (including preparation of accounts)	5,220	-	5,220	5,220
Staff & volunteers:				
Gross wages and salaries	63,058	259,872	322,930	298,643
Employers' NI Contributions	4,479	12,988	17,467	16,726
Pension contributions	3,298	11,542	14,840	14,236
Staff travel and training	776	3,161	3,937	6,673
Staff recruitment/redundancy	-	-	-	4,691
Other staff costs	92	-	92	327
Volunteers' costs	47	3,899	3,946	43,590
Event costs	-	8,917	8,917	14,897
	71,750	300,379	372,129	399,783
Sub-Total carried forward	76,970	300,379	377,349	405,003

Voluntary Action South Leicestershire

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

5 EXPENDITURE ON CHARITABLE ACTIVITIES (continued)	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Sub-Total brought forward	76,970	300,379	377,349	405,003
Premises and assets:				
Insurance	3,369	-	3,369	3,159
Other premises costs	25,868	-	25,868	27,012
	<u>29,237</u>	<u>-</u>	<u>29,237</u>	<u>30,171</u>
Office, administration & IT:				
Office expenses & IT	30,834	18,360	49,194	39,190
Repairs and renewals	-	27	27	474
Consultancy & professional fees	7,474	4,192	11,666	23,109
Publicity and promotion of charitable activities	-	1,388	1,388	8,051
Miscellaneous expenses	78	-	78	50
	<u>38,386</u>	<u>23,967</u>	<u>62,353</u>	<u>70,874</u>
Total expended on charitable activities	<u>144,593</u>	<u>324,346</u>	<u>468,939</u>	<u>506,048</u>

Of the total costs incurred in the year ended 31 March 2020, £344,015 related to restricted funds (see Note 11).

The above costs are allocated as follows:

	Directly attributed to activities £	Support Costs £	2021 Total £	2020 Total £
Governance	-	5,220	5,220	5,220
Staff & volunteers	300,379	71,750	372,129	399,783
Premises and assets	-	29,237	29,237	30,171
Office, administration & IT	23,967	38,386	62,353	70,874
	<u>324,346</u>	<u>144,593</u>	<u>468,939</u>	<u>506,048</u>

These costs are associated with the following categories of charitable activity in the year:

Carers Services	180,014	55,228	235,242	250,266
Befriending services	62,899	21,930	84,829	97,472
Transport services	61,653	16,568	78,221	114,023
Development of Community Services:				
Funded by restricted grants	19,780	389	20,169	17,500
Funded from unrestricted income	-	50,478	50,478	26,787
	<u>324,346</u>	<u>144,593</u>	<u>468,939</u>	<u>506,048</u>

The basis of allocation of support costs is management budgeting and review of estimated usage. Inevitably, this has involved a significant element of judgement but the charity has to consider the cost benefit of detailed calculations and record keeping.

6 TRUSTEES' REMUNERATION & EXPENSES

None of the Trustees, or any persons connected with them, received any remuneration for their services as trustees in either the year ended 31 March 2020 or in the preceding financial year. During the year one trustee was reimbursed £34 for expenses incurred on behalf of the Charity. No expenses were paid to trustees during the previous year.

Voluntary Action South Leicestershire

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

7 STAFF NUMBERS AND EMOLUMENTS

	Year Ended 31 March 2021	Year Ended 31 March 2020
The average number of employees in the year was as follows:		
Engaged on charitable activities	18.25	16.75
Engaged in management and administration	2.00	2.75
Totals	20.25	19.50

No person's emoluments exceeded £60,000 per annum and the aggregate amount paid was as follows:

	Year Ended 31st March 2021 £	Year Ended 31st March 2020 £
Salaries	322,930	298,643
Social Security Costs	17,467	16,726
Pension contributions	14,840	14,236
Redundancy/termination costs	-	3,980
Total paid by the charity	355,237	333,585

Contributions to the employees' defined contribution pension plans are included in resources expended as they are incurred and are allocated between funds using the same method as the salaries to which they relate. At 31 March 2021 contributions of £Nil (2020: £1,312) were included in accruals.

The total employment benefits (including pension contributions) of the key management personnel, comprising the Trustees (who received no remuneration), the Charity Manager and the managers of: Carer Services, Transport; Community Champions; and Business Support, were £117,236 (2020: £125,053).

Redundancy/termination claims were settled in full during the prior year and there were no outstanding amounts provided for at the year end.

8 NET INCOME/(EXPENDITURE) FOR THE YEAR

	Year Ended 31st March 2021	Year Ended 31st March 2020
Net Income/(Expenditure) is stated after charging the following expenses:		
Operating lease rentals	18,482	18,197
Auditors' remuneration		
Edward Thomas Peirson & Sons	2,100	2,100
For audit services	3,120	3,120
For other assurance services		

Edward Thomas Peirson & Sons prepared and audited the statutory accounts.

9 DEBTORS

	2021 £	2020 £
Trade Debtors	-	1,197
Prepayments	5,825	-
Other Debtors	222	94
	6,047	1,291

10 CREDITORS: Amounts falling due within one year

	2021 £	2020 £
Accrued expenses	9,411	12,193
Deferred income - grants (see Note 3)	30,061	24,457
Other taxes and social security	5,195	4,792
	44,667	41,442

Voluntary Action South Leicestershire

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

11 FUNDS

	At 1 April 2020 £	Income £	Expenditure £	Movement in Deferred Income £	Transfers £	At 31 March 2021 £
Unrestricted Funds:						
General Fund	90,453	59,027	(144,593)	-	74,115	79,002
Designated Funds:						
Financial Reserve	110,000	-	-	-	-	110,000
Adversity Reserve	-	-	-	-	20,000	20,000
Total unrestricted funds	200,453	59,027	(144,593)	-	94,115	209,002
Restricted Funds:						
Related to Development of Community Services	1,413	21,980	(19,780)		(389)	3,224
Related to carers:						
Leicester carers project	26,503	177,930	(120,436)	-	(37,633)	46,364
Young carers	24,664	12,431	(16,024)	-	(2,723)	18,348
Digital Inclusion	9,647	-	(3,735)	-	-	5,912
Mental Health	4,408	65,904	(39,819)	-	(14,872)	15,621
Related to befriending:						
Community champions	-	101,208	(62,899)	(606)	(21,930)	15,773
MH Befriending	-	4,998	-	(4,998)	-	-
Related to transport:						
Transport	46,936	79,329	(61,653)	-	(16,568)	48,044
Total restricted funds	113,571	463,780	(324,346)	(5,604)	(94,115)	153,286
Total Funds	314,024	522,807	(468,939)	(5,604)	-	362,288

Unrestricted funds comprise those funds which the Trustees are free to use in accordance with the charity's objects.

Designated funds are unrestricted funds which have been earmarked for particular purposes. The financial reserve is maintained at a level which is approximately equal to the aggregate of: three months' core running costs; the amount required to cover potential redundancy costs; and anticipated net cash outflows in the event of the charity's activities being wound up. The adversity reserve was created in January 2021 to cover additional expenditure that may be incurred in extraordinary circumstances such as those experienced in 2020 due to the Covid pandemic. No expenditure of money from either reserve can be committed except by explicit decision of the board.

Restricted funds are funds which have been given to or have been raised by the charity for particular purposes. They are grouped together into the broad categories to which they relate, namely: carers; befriending; transport and other activities. The Trustees' report provides additional information in relation to these activities and funds.

Transfers from the various restricted funds to the general fund are made in respect the agreed contribution from each fund towards the business support costs of the charity. Occasionally, transfers are also made between restricted funds to reflect the value of the benefit received by a fund from expenditure incurred in another fund.

Any deficit remaining, at the end of a project that has financed by restricted funds, is covered by a transfer from the general fund.

Voluntary Action South Leicestershire

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

11 FUNDS (continued)

Fund movements during the year ended 31 March 2020 were as follows:

	At 1 April 2019 £	Income £	Expenditure £	Movement in Deferred Income £	Transfers £	At 31 March 2020 £
Unrestricted Funds:						
General Fund	90,948	26,292	(162,033)	-	135,246	90,453
Designated Fund:						
Financial Reserve	110,000	-	-	-	-	110,000
Total unrestricted funds	200,948	26,292	(162,033)	-	135,246	200,453
Restricted Funds:						
Related to Development of Community Services	-	18,913	(10,265)	-	(7,235)	1,413
Related to carers:						
Leicester carers project	-	193,867	(109,956)	-	(57,408)	26,503
Young carers	26,968	15,982	(15,199)	-	(3,087)	24,664
Digital Inclusion	11,203	-	(1,556)	-	-	9,647
Mental Health	322	67,146	(43,561)	-	(19,499)	4,408
Related to befriending:						
Community champions	-	98,036	(72,707)	(564)	(24,765)	-
Related to transport:						
Transport	34,742	126,217	(90,771)	-	(23,252)	46,936
Total restricted funds	73,235	520,161	(344,015)	(564)	(135,246)	113,571
Total Funds	274,183	546,453	(506,048)	(564)	-	314,024

12 ANALYSIS OF NET ASSETS BETWEEN FUNDS

The allocation of net assets between funds at 31 March 2021 was as follows:

	General Fund £	Designated Fund £	Restricted Funds £	Total £
Debtors	6,047	-	-	6,047
Cash at bank and in hand	87,302	130,000	183,606	400,908
Creditors: Amounts falling due within one year	(14,347)	-	(30,320)	(44,667)
Total Net Assets	79,002	130,000	153,286	362,288

All liabilities connected with the payroll are included in the above analysis as relating to the General Fund.

The allocation at 31 March 2020 was:

	General Fund £	Designated Fund £	Restricted Funds £	Total £
Debtors	-	-	1,291	1,291
Cash at bank and in hand	105,066	110,000	139,109	354,175
Creditors: Amounts falling due within one year	(14,613)	-	(26,829)	(41,442)
Total Net Assets	90,453	110,000	113,571	314,024

Voluntary Action South Leicestershire

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

13 OPERATING LEASE COMMITMENTS

The charity is committed to make the following aggregate future minimum lease payments under non- cancellable operating leases:

	2021	2020
	£	£
Aggregate payments due:		
Within one year	17,301	18,556
In two to five years	3,064	18,109
In more than five years	-	-
	<u>20,365</u>	<u>36,665</u>

14 RELATED PARTIES

There were no related party transactions in the year or in the preceding financial year.