

Charity Registration No. 1144758

Company Registration No. 7760477 (England and Wales)



**HARROGATE & AREA COUNCIL FOR VOLUNTARY SERVICE LTD  
KNOWN AS HARROGATE AND DISTRICT COMMUNITY ACTION**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2025**

# HARROGATE & AREA COUNCIL FOR VOLUNTARY SERVICE LTD

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# HARROGATE & AREA COUNCIL FOR VOLUNTARY SERVICE LTD

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Helen Claire Bourner - Chair	
	Samuel John Gibbs - N Yorkshire Council nominated trustee	
	Alistair Ratcliffe	
	(Susan) Ann Allen	(Resigned 15 April 2025)
	Dr Phyllis Johnson (Hughes)	
	James Plummer	(Resigned 31 December 2024)
	Victoria Oldham	
<b>Charity number</b>	1144758	
<b>Company number</b>	7760477	
<b>Registered office &amp; principal address</b>	Community House 46-50 East Parade Harrogate HG1 5RR	
<b>Independent examiner</b>	Frances Howard FCA Fortus Limited Business Advisors and Accountants Equinox House Clifton Park Shipton Road York YO30 5PA	
<b>Bankers</b>	CAF Bank Limited 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ	
<b>Key Management Personnel</b>	Frances Elliot - Chief Executive & Company Secretary	(Resigned 30 April 2025)
	Elaine Stevenson - Chief Executive & Company Secretary	(Appointed 14 April 2025)
	Lizzie Hughes - Development Manager	
	Phil Newby - Finance Officer	
<b>Other names</b>	HADCA HARCVS Harrogate & District Community Action Harrogate & Ripon Centres for Voluntary Service	

# HARROGATE & AREA COUNCIL FOR VOLUNTARY SERVICE LTD

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2025

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The trustees present their annual report and financial statements for the year ended 31 March 2025.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

The legal and administrative information page forms part of this report.

### Objectives and activities

The objects of the charity and company, as stated in the Memorandum and Articles of Association are:

- To promote any charitable purposes for the benefit of the public, primarily but not exclusively in the local government area of Harrogate District and its environs (the 'area of benefit') and, in particular, build the capacity of charities, voluntary organisations and social enterprises and provide them with the necessary support, information and services to enable them to pursue or contribute to any charitable purpose.
- To promote, organise and facilitate co-operation and partnership working between charities, voluntary organisations and social enterprises; and statutory and other relevant bodies in the achievement of the above purpose within the area of benefit.
- For the public benefit to assist in the advancement of education, the protection of mental and physical health and the relief of poverty, distress and sickness, within the area of benefit.

### Our Vision:

People in the Harrogate District benefit from leading fulfilling and active lives and make a positive contribution to local community life.

### Our Mission:

To support our communities, charities and volunteers to make the Harrogate District a great place in which to live and work.

### Our Overall Aims:

- To help people take positive action to identify and meet the needs of their communities and enhance their own lives in doing so;
- To help enable people to live independently by providing personalised information about their choices for support, some of which may be HADCA-led services;
- To ensure that the role of charities and volunteers across the Harrogate District is recognised, and their contribution is valued and supported;
- To support the local voluntary and community sector to have a strong voice and effective influence on all decision makers in our area.

### Our Strategic Objectives:

1. To provide local voluntary and community sector information services
1. To support local community and social action, especially volunteering
1. To support local community fundraising
1. To provide services which help people stay safe and well at home, supported by volunteers
1. To ensure HADCA is fit for purpose, independent and marketed effectively

Our vision, mission, aims and objectives continue to be reviewed as we work towards completion of a new strategic plan taking account of ongoing changes to our grant and contract funding.

### Public benefit

The trustees confirm that they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers and duties. The trustees consider that all the activities of HADCA are carried out for the public benefit, as illustrated in this annual report.

# HARROGATE & AREA COUNCIL FOR VOLUNTARY SERVICE LTD

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

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### Activities of the Charity during the year

Harrogate & District Community Action (HADCA) exists to provide support to charities, voluntary and community groups and volunteers across the Harrogate District of North Yorkshire. We are a member-led organisation and have a membership of over 200 local voluntary and community sector (VCS) organisations. We can trace our history back to 1963 with the establishment of Ripon CVS. Harrogate and Area CVS was founded in 1988 and incorporated Harrogate Volunteer Centre, which had been set up in 1973. The Harrogate and Ripon organisations came together in 2013 to form an organisation which now serves the whole former district. At that time the trading name Harrogate and Ripon Centres for Voluntary Service was adopted and this was changed on 1st May 2020 to Harrogate and District Community Action, to better reflect the charity's role.

HADCA is a local independent multi-purpose charity working in partnership with a wide range of voluntary, public and private sector organisations, connecting and collaborating to support local community and social action. Our information services remain at the heart of our role, with three further themes of local voluntary action, local fundraising and practical support. Connecting and collaborating continues to underpin all our work. Our services are available to charitable groups of all sizes, from small neighbourhood groups through to large regional and national charities based in the Harrogate District.

We own and manage Harrogate Community House to provide reasonably priced office accommodation for 15 voluntary organisations and good quality affordable meeting space for a variety of community activities.

Under the umbrella of the Harrogate Easier Living Project (HELP) we offer a range of practical services for people in need of some additional support.

### Funding

Strategic grant aid that had been provided to us by Harrogate Borough Council (HBC) over many years was continued during the transition to North Yorkshire Council. This was for both our community action work supporting the local voluntary sector and for one of our practical support services. This was reviewed in 2024/25 as part of a wider exercise to look at the Council's support for the voluntary sector. We also receive a smaller grant from Ripon City Council to support a forum for the Ripon area.

We were successful in being awarded funding from Health and Adult Services to contribute towards our wellbeing and prevention work in Ripon from April 2023 for three years, for which we use the name "HELP Ripon and Rural".

### Information services

We provide a wide range of information including funding, networking and learning opportunities. We promote voluntary sector services, activities, events, news, jobs and volunteering opportunities via our weekly e-bulletin and extensive networks. Our online Where to Turn and Volunteering Directories are at the heart of this work. We prioritise ensuring that both are kept up to date, accurate and widely promoted so that they are the first port of call for people looking to get involved in the local voluntary and community sector.

Via our reception service at Harrogate Community House, we meet and greet a wide range of visitors and callers and ensure they receive a warm welcome and helpful information and advice. We also keep a wide range of literature on local activities, services and volunteering opportunities in the Community House Information Centre.

### Local Community Action

HADCA supports local voluntary organisations and community groups to strengthen their organisations by being better informed and being more aware of emerging local needs and priorities. HADCA provides opportunities to network, to work in partnership and to be involved and influence local decision making.

HADCA seeks to be involved in and influence local decision making, working closely with partners from all sectors to ensure a thriving local voluntary and community sector, contributing to local partnership initiatives as opportunities and new needs arise. We also use our connections and networks to feed information through to regional and national partners such as our national associations (NAVCA, NCVO and Locality), the Voluntary and Community Sector Emergency Partnership (VCSEP), the Localities Care Partnership (LCP) and the North Yorkshire VCSE Health and Care Sector Assembly. We disseminate useful updates from these and other relevant organisations.

We support local community action via a programme of networks, enabling voluntary and community sector representatives to meet, share issues, achievements and opportunities to work together. We also do this informally by signposting or introducing people with specific interests or needs for support to others who have shared interests locally.

We promote local volunteering and provide information on local volunteering opportunities, with a focus on the online HADCA Volunteering Directory which has been in operation since October 2016. We provide further support to volunteer-involving organisations via regular information updates.

Our local community action work has led us to work on projects to get new people into volunteering, which have grown in success this year:

- A first full year for Help out Harrogate (recruiting volunteers who go out 'on loan' where one off help is needed, e.g. community events or charity fundraisers). We have developed plans for piloting 'Help Out Ripon' and supporting 'Help Out Whitby' due to popular demand.
- Community Fit (encouraging a combination of more physical activity and volunteering)
- Power of 10 (a programme to encourage the creation of more volunteering roles for young people in Ripon and a rewards scheme for those young people who reach specific milestones in their volunteering). We have developed plans for piloting PO10 in Harrogate.

# HARROGATE & AREA COUNCIL FOR VOLUNTARY SERVICE LTD

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

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### **Local fundraising**

It is part of our role to ensure that the Harrogate District voluntary and community sector is resilient and well prepared, and we work to support THE LOCAL FUND for the Harrogate District, which was launched in partnership with HADCA, the then Harrogate Borough Council and Two Ridings Community Foundation in January 2018. The ambition is to build a substantial endowment fund that can be easily accessed by local charities to help them meet the needs of their beneficiaries. The fund itself is held and managed by Two Ridings Community Foundation and HADCA's role is to co-ordinate the overall partnership, promote the fund to potential donors and recipients and participate in the panel which distributes funds

### **Providing prevention services for people in challenging times**

Via the Harrogate Easier Living Project (HELP), HADCA works with volunteers to help people whose circumstances mean they need additional support to remain healthy, independent and safe in their own homes, reducing the need for statutory and NHS services. These services were provided to people unable to access affordable support from any other providers and those without a trusted local support network. Clients can easily self-refer, and we receive referrals from the hospital and social services. The key services offered during this period were:

#### ***In the home:***

- Help for people needing assistance with seasonal garden control, preparation of rooms and installation of hospital furniture and equipment after stay in hospital, installation of handrails, installation of key safes for carer access, decorating, basic repairs and other one-off practical tasks (Help at Home).
- Ripon & Rural Befriending Service provides one to one companionship and support for adults of all ages in the northern part of the district.

#### ***Away from the home:***

- Information and signposting is a key part of our offer. This service is especially valuable for those who are not digitally engaged or active.
- Social activities such as our Ripon Friendship and Exercise Club, with transport, and Afternoon Teas for clients in Harrogate.

In March 2025, HADCA employed 13 staff (6.28 full time equivalents). However, we were only able to provide our services due to the support of 170 volunteers (55 regular volunteers and 115 occasional volunteers).

## **ACHIEVEMENTS AND PERFORMANCE DURING 2024/25**

### **General overview**

The charity was led throughout the year by Frances Elliot, Chief Executive and Lizzie Hughes, Development Manager. Frances joined the HADCA team as HELP Services Manager in 2011 and was appointed as Chief Executive in 2020. Frances left in May 2025 and staff and trustees hope to continue to build on all that she has achieved during her career at Harrogate & District Community Action.

Health and safety, data security and safeguarding are considered at every board and team meeting to ensure we comply with all regulatory requirements relevant to our services. We work hard to ensure all our risk assessments, policies and procedures are kept up to date and that staff and volunteers are aware of all key decisions. Staff and volunteers continue to participate in a wide range of training and development and particularly benefited from the increase in online training on offer.

### **Information services**

A key role for HADCA is to promote the local voluntary and community sector and we continue to use a variety of methods to do so, including social media. We have strong links with the local media and contribute two monthly columns in the Harrogate and Ripon weekly newspapers to highlight the work of the sector. Our free online Introduction Sessions help connect new colleagues from statutory and voluntary organisations, as well as local residents and businesses. Health and social care professionals became more aware of local voluntary sector services and how to refer their clients. 42 people participated in 6 sessions.

The HADCA e-bulletins continued to be issued weekly during 2024/25 to keep over 1,000 local charity and community contacts up to date with information on grants; resources; local community food provision; energy and general cost of living support; local community venues offering activities and 'warm welcome spaces'; training and networking opportunities and consultations. They also promoted local charity news, new and changed services, activities, events, volunteering opportunities and charity jobs. Over the year over 420 community events and 108 charity jobs were promoted. Anyone can add community news for inclusion and to subscribe for free. Our circulation list also includes local health and social care professionals, local councillors and churches. In the run up to Christmas, we updated and shared information about various ways to support local charities and each other during the festive season. Updated information was shared on warm and welcoming places open over the winter months and local community food provision.

HADCA promotes and celebrates voluntary and community action on X, Facebook, Instagram and LinkedIn. Daily posts promote local support, opportunities and resources with over 4,550 X and 1,460 Facebook followers.

The fully searchable online 'Where to Turn' directory contains over 800 charity services and community activities providing support for good health and wellbeing. Our community events calendar lists around 40 – 70 forthcoming events (including online) at any one time for charities, volunteers and people in our communities to connect, learn and have a good time.

# HARROGATE & AREA COUNCIL FOR VOLUNTARY SERVICE LTD

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

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### *Information services (continued)*

We attend events across the district to make new connections and to increase awareness of the information, support, learning and opportunities available. This year these included Sights and Sounds of Ripon, Bilton and Woodfield Community Day, Harrogate Allotment Show, Starbeck Information Day, Ashville College and Harrogate Grammar School Careers Fairs, Menwith Hill Health and Wellbeing Fair, North Yorkshire Connected Spaces Forum, Harrogate Christmas Fayre and the Harrogate Kindness Festival.

### *Local community action*

Our fully searchable online Volunteering Directory helps people find roles according to their interests, skills, needs and availability. Local volunteering opportunities, and the benefits of volunteering, are promoted through local and social media, promotional postcards, booklets of ideas and opportunities (including for under 18's) and partnerships with local organisations. We also work behind the scenes to make sure potential volunteers have the best possible experience. We provide assistance online, by phone and in person for people who need a little extra help to use our Directories to find support, activities or a suitable volunteering role and, for people recruiting volunteers, listing opportunities for the first time.

There were around 150 local volunteering opportunities listed in our directory at any one time, and over the year we helped organisations to recruit volunteers for 297 different roles.

The regular Harrogate District Volunteering Network newsletter continued to keep over 750 local volunteer organisers up to date with resources to recruit and manage volunteers effectively.

Key strands of our work are to bring people together to share best practice and opportunities, to work together to improve local services and community connections, and to give voluntary sector organisations voice and influence with decision makers. We organised and supported 8 forum and network meetings, attended by 143 people. In October, the HADCA AGM brought together 71 people at a local community venue to share opportunities to work together with our volunteering projects, and with our local partners Macmillan Support to connect people living with and beyond cancer to support and activities for their physical and emotional recovery.

Regular targeted e-mail updates were compiled and circulated to keep members of the following groups up to date on relevant current events and issues:

- Connecting Ripon Network is a partnership group which has grown to 155 members, representing 84 organisations, facilitated by HADCA for voluntary, community and faith sector organisations to work together to strengthen volunteering and community connections in Ripon and the surrounding villages. It met 4 times in 2024/25.
- Harrogate District VCS Chief Officers and Chairs Group is a network of 86 decision makers who share news, views, the challenges of managing change and opportunities for funding and partnership working. 4 meetings were held in 2024/25. The group acts as a source of intelligence about local needs for the Humber and NY Health and Care Partnership. Members met to discuss their main challenges and provided feedback to establish how the Harrogate and Knaresborough Local Area Committee of North Yorkshire Council could best support the local sector.
- In consultation with local fundraisers, this year we launched a new Harrogate Fundraising Network, to strengthen the opportunities for attracting funding into our district. This network meets every 2-3 months at Harrogate Community House to offer peer to peer support for fundraisers or those who are responsible for fundraising in their charity/non-profit, exploring opportunities for partnership working and to see where some shared knowledge could save others time and money. The group now has now held four sessions with 33 people engaging with the network.

As well as our forums and networks, we are involved in a variety of partnerships where we seek to share learning and issues gleaned from our wide range of connections. We continued to be active members of the following partnerships:

- North Yorkshire VCSE Health and Care Sector Assembly
- St Michael's Task and Finish Community Services Group
- North Yorkshire Council, Macmillan and Harrogate District Foundation Trust's Community Beacons Group
- North Yorkshire Thriving Communities Partnership Meetings
- Harrogate Chamber of Trade – regular contact and attendance at events and meetings

We actively seek opportunities to develop services and activities to support local community action and volunteering. Our three volunteering projects, working with partner organisations across the district, developed during the year to inspire local people to explore new opportunities to help out, keep active and get involved in their community:

### **1. Volunteering City of Ripon Project - The Power of 10**

Over the last 12 months we have successfully grown and developed the Power of 10 volunteer rewards scheme (PO10) for young people within the community, attending and presenting at many events including Connecting Ripon, The Skell Valley Partnership meetings, The Uredale Community Partnership, Ripon's Youth Volunteering Network and North Yorkshires' Youth Assembly.

We worked with The Yorkshire Rivers Trust, The National Trust, Lower Ure Conservation Trust, Ripon Walled Garden and Ohana, supporting them to develop their volunteering offer to young people, to provide safe & meaningful opportunities.

In January 2025, the Skell Valley Project funded a Young Peoples Workshop bringing together 12 local organisations to create a plan to secure partnership working to provide and promote opportunities in Ripon & surrounding areas for young people. The outcomes of this workshop highlighted 2 focus areas:

- Creating a physical family/young persons' hub on the high street
- Creating an effective communications network for young people in Ripon

# HARROGATE & AREA COUNCIL FOR VOLUNTARY SERVICE LTD

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

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### **1. Volunteering City of Ripon Project - The Power of 10 (continued)**

These two areas have been taken forward by the Uredale Partnership working group "Youth & Community Cohesion" chaired by Jo Thackwray.

In October 2024 we played a key organisational role in Ripon's Volunteer awards, St Wilfrid's Stars. 2 of our PO10 Ambassadors won 'young volunteer of the year' award and Jo Thackwray won Supporter of Youth award. Both PO10 Ambassadors also presented powerful speeches at HADCA's AGM on their volunteering experience and the positive impact on their lives. We have developed the PO10 awards further in consultation with our PO10 Ambassadors, and participants can now achieve from 10 – 500 hours. Since January 2024 to date, approx.184 young people have received their Power of 10 awards ranging from 10 – 400 hours.

In April 2025, in collaboration with YMCA Ripon, Ripon's very first Youth Council meeting was held in Ripon Town Hall. Since the first meeting, two of our PO10 Ambassadors have been voted Chair & Vice chair of the council, with full support from Ripon City's Council.

### **2. Community Fit (Harrogate)**

Our Community Fit partnership was initially launched as a pilot project in partnership with North Yorkshire Sport (NYS) with funding from the NHS and Harrogate Borough Council and with support from Community First Yorkshire. The project has created a community of local people who meet to be social and active while giving time to Harrogate's people and spaces. Via weekly group sessions, people run or walk together from Community House to a community group or charity where they help out for an hour, before heading back to base. Helping out is anything from sorting donations to moving furniture, painting, planting or litter picking.

In 2024-25 Community Fit members were also engaged to help members of the public with non-skilled tasks around the home and garden to support their continued independence.

Now solely managed by HADCA, Community Fit was funded in 2024 by two grants from the UK Shared Prosperity Fund and Sport England. In January 2025 we secured a grant from Awards for All which has part funded the project through this calendar year. Community fundraising, including a Quiz Night, is helping to plug the funding gap.

In 2024-25, 42 volunteers ('FitStars') collectively ran 1,614 miles to give 699 hours of help to 25 different partner organisations on 55 separate occasions. This provided much needed additional resources to those groups as well as improving the health and wellbeing of our FitStars.

### **3. Help Out Harrogate**

This project recognises that the local voluntary sector can be more efficient and impactful when we pool resources and work together. This is at the heart of HADCA's mission and vision.

Launched in autumn 2023, the project was inspired by the surge in local community volunteering during the COVID 19 pandemic when over 350 people came forward to support those shielding with shopping and medication deliveries and 150 volunteered as marshals at the Harrogate and Ripon vaccination centres.

As life returned to normal, HADCA recognised that this fantastic cohort of volunteers could be lost unless we created new ways to engage in a flexible way and broke down barriers to participation. We also recognised that many local charities continue to be challenged by volunteer recruitment and retention.

Signing up to be part of the Help Out crew offers local people the chance to volunteer at a variety of one-off events or for ad hoc activities with different charities without the need to make any regular commitment. Members receive a fortnightly newsletter packed with opportunities available in the local area.

From April 2024 to March 2025 160 volunteers provided 757 hours of support for 72 different events and activities. They supported 27 different charities and community groups. We continued to support the NHS flu vaccination programme in the autumn by providing marshalls for six sessions at Mowbray Square Medical Centre.

### **Harrogate Community House**

The reception team support HADCA staff, tenants and visitors with a wide range of services.

A wide variety of organisations continue to use our meeting rooms for training, workshops, meetings, interviews and one to one sessions. Meeting rooms are fully accessible and the benefit of a polycom system for hybrid meetings means people can also easily join from home or elsewhere.

Office occupancy remains high and meeting room usage has continued to increase. Electric Vehicle charging points have been installed.



# **HARROGATE & AREA COUNCIL FOR VOLUNTARY SERVICE LTD**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025**

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### ***Community Fundraising***

The value of THE LOCAL FUND endowment (held by Two Ridings Community Foundation) has continued to grow in size, with another application round held this year. 19 local community organisations received grants totalling £42,331. Since the launch in 2018, 146 grants have been made, with over £370,000 awarded to local grassroots organisations and projects. The Fund partners continue to meet regularly and organised the annual celebration event at the West Park Hotel in November 2024, attended by over 50 stakeholders, donors, grant recipients and Friends of the Local FUND, together with the Charter Mayor of Harrogate and local media.

We have continued to promote THE LOCAL LOTTO for the Harrogate District, both to good causes and players. There are now 121 good causes signed up. At least 10p from every ticket sale is donated to THE LOCAL FUND, supporting good causes across the District. In December we supported THE LOCAL LOTTO charity hut at the Harrogate Christmas Fayre, opening every morning, making sure charities were set up OK, taking photos and promoting the 24 community organisations on the hut rota, and their charity fundraising activities, each day, across 3 social media platforms.

### **Services for people in the community**

#### ***The Harrogate Easier Living Project (HELP)***

HELP provides a range of preventative services aimed at enabling people to maintain their independence in their own homes, in part funded by North Yorkshire Council in 2024/25. Additional income is also generated via trusts, community, and corporate fundraising, as well as donations made by clients or their families.

#### ***Help at Home***

This long established and vital service is provided by one part time handyman, accompanied by volunteers. We provide practical support to help people live safe, well and independently in their own homes. In 2024-25 we carried out 218 practical jobs for local people, providing 1,524 hours of support. 74% of clients are over 50, with 20% over 85. 1 in 5 of these jobs have supported people in the Bilton & Woodfield Ward which has neighbourhoods ranked as the most economic and health deprived on the Index of Multiple Deprivation. Nearly half of these jobs (43%) prevented a fall.

#### ***Ripon & Rural Befriending Service***

Our Ripon befrienders continue to provide regular visits to 47 isolated older people, offering a friendly face and a listening ear. Our weekly Friendship & Exercise Club continues to provide a vital service, offering gentle seated exercise for all abilities and much appreciated social contact for 17 members. We also provide transport for 5 people to attend weekly, helping to break down the barriers to participation. The Club also serves as a valuable route to identify people in need of additional signposting or support.

#### ***Here to HELP Information Services***

HADCA continues to be a focal point of contact for individual and professional signposting. People who are not digitally engaged risk missing out on important information, so we visit existing groups to offer one to one information and signposting. As well as the large number of incoming phone calls we received emails, enquiries via social media and in-person queries at Community House. We sent out regular mailings with details about where to turn for information about fuel poverty, emergency food options, the dangers of carbon monoxide and how to sign up for the Priority Services Register to get additional support from utilities providers in case of disruption to supply.

We kept a growing list of Warm Spaces up to date via our Where to Turn directory and liaised with community groups to offer our information and signposting services as needed. We shared information about cost-of-living support with local schools each term and responded to enquiries relating to the specific needs of families within those school communities.

### ***Social Activities***

Thanks to support from Ashville College and Resurrected Bites, we hosted free or low-cost Afternoon Teas to enable people to reconnect.

### ***Fundraising***

With the support of the full staff team, our Development Manager secured just over £64,000 from various Trusts and Foundations in support of our core and project services and some capital costs relating to Community House. Community fundraising secured a further £25,000 including donations from organisations and individuals plus support from local businesses.

# HARROGATE & AREA COUNCIL FOR VOLUNTARY SERVICE LTD

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

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### **Principal funding sources**

We are extremely grateful to all the trusts, community groups, organisations and individuals who provided us with the funds necessary to carry out our work in 2024/25:

Abacus Smarter Accountants, Charles & Elsie Sykes Trust, Christ Church Junior Church, Clothworkers Foundation, Councillor Chris Aldred, Councillor Philip Broadbank, Councillor Barbara Brodigan, Councillor Sam Gibbs, Councillor Peter Lacey, Councillor Andrew Williams, Dacre URC, George A Moore Foundation, Grace Trust, Harrogate Chamber of Commerce, Kirkby Malzeard Combined Charitable Trust, Nanci Downey, National Lottery, National Trust, North Yorkshire Council, Paul Ivison, Ripon Cathedral, Ripon Pantomime Group, Harrogate Round Table, Raworths, Saints Plant Stall, Rotary Club of Harrogate, Sovereign Health Care Community Programme, St Paul's URC, Sylvia & Colin Shepherd Charitable Trust, The Hobson Charity, The Shears Foundation, TK Maxx & Homesense Foundation, Unit4, White Rose Squares, Woodlands Methodist Church, Woodroffe Benton Foundation, Yorkshire Building Society, Yorkshire Young Achievers Foundation.

In addition to these funds, HADCA receives income for its various services, from donations from individuals, as well as rental income from tenants.

We also received support in kind from several organisations including Ashville College, Cornish Bakery, Crowne Plaza Harrogate and Ripon Cathedral.

### **Financial Review**

HADCA finished the year with an overall deficit of £21,189 (surplus of £42,879 in 2023/24). This was made up of a surplus of £12,251 within unrestricted funds and a deficit of £33,440 within restricted funds due to planned spending of money received in advance of the year.

Total income was £303,750 (£463,186 in 2024)

Our expenditure in the period was £324,939 (£420,307 in 2024).

The trustees were pleased with the overall results.

### **Reserves policy**

The trustees have agreed that it is necessary to hold free reserves to cover the following contingencies:

- To cover the redundancy and other costs in the event of the charity winding up through a substantial loss of funding.
- To provide working capital where contracts are paid in arrears.
- To finance existing or new activities until adequate external funding is obtained.

The trustees consider that a reserve equivalent to three months' running costs is sufficient. Currently £100,000 is adequate to cover these contingencies. The actual free reserves at 31 March 2025 were £181,239 and we are running a deficit budget to apply these funds to charitable activity.

### **Risk management**

HADCA maintains a risk register and the board of trustees and sub committees ensure that all major risks to which the charity is exposed are reviewed on a regular basis and that the systems and procedures are in place to manage these risks. Health and safety, data security and safeguarding are agenda items at every board meeting.

# HARROGATE & AREA COUNCIL FOR VOLUNTARY SERVICE LTD

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

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### Future Plans

#### General overview

The charity continues to have the following objectives:

- Helping people stay safe and well supported by volunteers (Harrogate Easier Living Project – HELP)
- Provision of local voluntary & community sector information services (the Where to Turn directory and associated services)
- Support for Local Community & Social Action including volunteering, community fundraising via THE LOCAL FUND and the operation of Harrogate Community House.

The creation of a single unitary local authority for North Yorkshire in April 2023 has had a significant impact on all our key funding streams and services during 2024/25, as follows:

- The strategic partnership grant, formerly from Harrogate Borough Council, which supported our information and community action work at £40k per year: this was granted for 2024/25. NYCC decided to taper off the grant on an annual basis after 31/3/25 (£30k for 25/6, £20k 26/27 and £10k 27/28).
- Grant aid support from Harrogate Borough Council for the Help at Home service: this was granted by NYC for 2024/25 but not beyond this. We do receive a lot of referrals from NYC for work at council owned housing.
- NYCC Wellbeing and Prevention contract came to an end in March 2023 and Health and Adult Services replaced it with a series of hyper local grants called "Staying Healthy, Independent and Connected". We were successful in obtaining the grant towards the cost of low-level prevention services in Ripon until March 2026. However the level of grant could not warrant paying office rental in Ripon and we therefore no longer have an office base at Ripon Community House. We paused taking new referrals to our Ripon Befriending Service in Spring 2023 since the end of the contract. We have now spent 12 months seeking alternative funding that would cover the cost of a part time member of staff to assess the needs of clients one to one and to recruit, match and support befrienders, but without success. However, existing volunteers still visit the people they have been matched with and we work to signpost people to other local services and support as appropriate.
- The operation of Harrogate Community House for voluntary and community sector tenants and meeting room users: receipt of discretionary rate relief (previously from HBC) is crucial to the building's finances, and we are grateful to have had this confirmed for 2025/26.
- We applied for and were awarded the funding from NYC Localities for being the Community Anchor Organisation for Harrogate Town for 3 years commencing May 2025.

Given our depth of local knowledge, connections and profile and our track record of partnership working, we very much see HADCA, HELP and Harrogate Community House as key stakeholders within the area, providing linkage into the wider networks and systems across the public and voluntary sectors. We will seek funding from a range of sources to continue to deliver services across our area of benefit (the former Harrogate District), wherever there is an unmet need that we are best placed to serve. We will continue to collaborate with a wide range of local partners and to connect those who can help each other, recognising that there are health inequalities in our area that can only be tackled by joint working.

There will be a continued focus on fundraising, which remains challenging, as members of the public and businesses all face rising costs. Trusts and foundations are receiving an increasing number of applications, and we will have to find creative solutions to the challenge of raising additional income. This is also the case for all local voluntary and community sector organisations, and we will continue to champion The LOCAL FUND as a source of support for grass roots groups and good causes.

#### Helping people stay safe and well at home supported by volunteers

Our aim is always to focus on unmet need, rather than duplicate what other organisations are already doing.

Local authority funding for our Help at Home project came to an end in March 2025 and we have now introduced a charge of £25 per hour for our handyman to carry out practical tasks for clients. We are working towards attracting £7,500 from trusts and community fundraising to ensure we can continue to support those who can't afford these charges. We hope to provide 300 hours of support up to 80 clients with this funding.

Finally, connecting people to support each other or providing information that they need will always be a key aim for us. We have grown partnerships with several local VCS organisations, schools and community groups in order to reach more people and we will continue to do so, especially given the challenging financial situation facing so many people we are already in contact with, and potentially many more members of the wider public.

# HARROGATE & AREA COUNCIL FOR VOLUNTARY SERVICE LTD

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

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### Local voluntary and community sector information services

We will be continuing to focus on making the best use of technology to share information to support and promote our local voluntary and community groups. The "Where to Turn" and Volunteering Directories remain at the heart of this work, and we will ensure that both are up to date, accurate and widely promoted so that they are the first port of call for people looking for support or to get involved in their local community. We will continue to provide our regular e-bulletins and newsletters and ensure all our services are GDPR compliant. We will continue to use a range of social media and traditional platforms to raise awareness of the value and contribution of our sector and the opportunities to become involved.

### Support for local community and social action

We will support local voluntary action via our programme of events and networks and will continue to host forums, enabling VCS representatives to meet, share issues and influence decision makers. We are pleased to have received a small annual grant from Ripon City Council each year to March 2027, which supports our Connecting Ripon Network work.

Additional opportunities for the sector may come via the Humber and North Yorkshire Health and Care Partnership, who have embedded liaison with the voluntary and community sector from their inception. We linked our Chief Officers and Chairs group with the local VCSE Steering Group, chaired by Community First Yorkshire. We are now part of the LCP and Health Inequalities Sub group.

We will keep championing volunteering across the district, sharing information on opportunities and promoting good practice in volunteer management. This includes seeking further funding to continue to deliver our three successful volunteering projects: The Power of 10, Community Fit and Help Out Harrogate.

We will ensure that Harrogate Community House is maintained and developed as a supportive and welcoming location for voluntary and community groups to work and meet. We will explore the installation of solar panels as a potential next step in ensuring the sustainability of the building.

We will collaborate with the wider voluntary and community sector at a county wide, regional and national level wherever we can see an actual or potential benefit back to our area.

We will continue to promote and develop THE LOCAL FUND and THE LOCAL LOTTO for the Harrogate District. This includes bringing in new donations to the fund, assisting with the promotion of grant aid opportunities to beneficiaries and ongoing growth of the LOTTO. In addition, we will support good grant giving in other arenas, such as acting in an advisory capacity to the Brigantes Rotary capital grant programme, The Starbeck Fund panel and the panel for Knabs Ridge Wind Farm Community Fund.

The uncertainty over two significant funding streams had an important impact on our charity in 2024/25. We will continue to review our strategy and update the aims and objectives of the organisation to ensure HADCA remains best placed to respond to changing needs of our area, whilst adapting to our own changing finances. Our board of trustees, staff and volunteer teams remain our greatest asset, and we will continue to invest in them to achieve the best outcomes for our community.

# HARROGATE & AREA COUNCIL FOR VOLUNTARY SERVICE LTD

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

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### Structure, Governance and Management

#### *Governing document*

Harrogate and Area CVS was incorporated as a company limited by guarantee at Companies House (number 7760477) on 2 September 2011. Registration with the Charity Commission (number 1144758) took place on 23 November 2011. The memorandum and articles were amended by special resolutions at Companies House on 26 March 2012 and 13 October 2022.

The charity is a membership organisation and as of 31 March 2025 the organisation had 225 members. Our memorandum and articles of association requires that members make up 60% of the board of trustees.

#### *Recruitment, appointment and induction of trustees*

Appointment of trustees is governed by the memorandum and articles of association. The board of trustees is authorised to appoint new trustees to fill vacancies arising through resignation or death of an existing trustee.

One third of the trustees must retire at the Annual General Meeting. However, if eligible, they may offer themselves for re-election, serving a maximum period of up to 6 years (two three-year terms).

#### *Organisational structure*

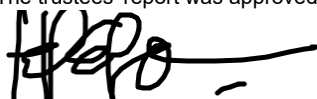
The board of trustees of the charity holds a minimum of four board meetings per year, plus two board development sessions. In addition, there are sub-committees for finance and property:

Finance:  
Victoria Oldham (Chair from February 2024)  
Phyl Hughes  
Alistair Ratcliffe

Property:  
Sam Gibbs  
Helen Bournier

Operational management is delegated to the Chief Executive, who is supported by a team of staff and volunteers in three areas of work; community action services, services to individuals and business support. In 2024/25 the management team was made up of the Chief Executive, the Development Manager and the Finance Officer. The Finance Officer is responsible for the day to day financial management of the charity.

The trustees' report was approved by the Board of Trustees.



Helen Claire Bournier - Chair  
Trustee

Date: 16 September 2025

# **HARROGATE & AREA COUNCIL FOR VOLUNTARY SERVICE LTD**

## **STATEMENT OF TRUSTEES' RESPONSIBILITIES** ***FOR THE YEAR ENDED 31 MARCH 2025***

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The trustees, who are also the directors of Harrogate & Area Council for Voluntary Service Ltd for the purpose of company law, are responsible for preparing the Trustees' Report 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

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;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# HARROGATE & AREA COUNCIL FOR VOLUNTARY SERVICE LTD

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF HARROGATE & AREA COUNCIL FOR VOLUNTARY SERVICE LTD

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I report to the trustees on my examination of the financial statements of Harrogate & Area Council for Voluntary Service Ltd (the charity) for the year ended 31 March 2025.

#### Responsibilities and basis of report

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

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

#### Independent examiner's statement

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

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

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

*Frances Howard*

**Frances Howard FCA**

Fortus Limited  
Business Advisors and Accountants  
Equinox House  
Clifton Park  
Shipton Road  
YO30 5PA  
York

Dated: 24 September 2025

# HARROGATE & AREA COUNCIL FOR VOLUNTARY SERVICE LTD

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2025

		Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Notes							
<b>Income and endowments</b>							
Donations and legacies	2	5,218	47,968	53,186	36,469	67,386	103,855
Charitable activities	3	148,141	95,147	243,288	157,342	196,686	354,028
Investments	4	6,576	-	6,576	5,303	-	5,303
Other income	5	-	700	700	-	-	-
<b>Total income</b>		159,935	143,815	303,750	199,114	264,072	463,186
<b>Expenditure</b>							
Raising funds	6	-	1,052	1,052	-	1,389	1,389
Charitable activities	7	147,684	176,203	323,887	183,146	235,772	418,918
<b>Total expenditure</b>		147,684	177,255	324,939	183,146	237,161	420,307
<b>Net income/(expenditure) for the year/</b>							
<b>Net movement in funds</b>		12,251	(33,440)	(21,189)	15,968	26,911	42,879
Fund balances at 1 April 2024		195,557	612,564	808,121	179,589	585,653	765,242
<b>Fund balances at 31 March 2025</b>		207,808	579,124	786,932	195,557	612,564	808,121

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

All income and expenditure derive from continuing activities.

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



# HARROGATE & AREA COUNCIL FOR VOLUNTARY SERVICE LTD

## STATEMENT OF FINANCIAL POSITION

AS AT 31 MARCH 2025

	Notes	2025 £	£	2024 £	£
<b>Fixed assets</b>					
Tangible assets	12		514,372		525,992
<b>Current assets</b>					
Debtors	13	10,834		24,816	
Cash at bank and in hand		288,443		281,899	
		<u>299,277</u>		<u>306,715</u>	
<b>Creditors: amounts falling due within one year</b>	14	<u>(26,717)</u>		<u>(24,586)</u>	
Net current assets			272,560		282,129
<b>Total assets less current liabilities</b>			<u>786,932</u>		<u>808,121</u>
<b>Income funds</b>					
Restricted funds	16		579,124		612,564
Unrestricted funds			207,808		195,557
			<u>786,932</u>		<u>808,121</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2025.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the Trustees on 16 September 2025



Helen Claire Bourner - Chair  
Trustee

Company registration number 7760477

# HARROGATE & AREA COUNCIL FOR VOLUNTARY SERVICE LTD

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2025

	Notes	2025 £	£	2024 £	£
<b>Cash flows from operating activities</b>					
Cash generated from operations	20		5,693		42,243
<b>Investing activities</b>					
Purchase of tangible fixed assets		(6,425)		(17,062)	
Proceeds from disposal of tangible fixed assets		700		-	
Investment income received		6,576		5,303	
<b>Net cash generated from/(used in) investing activities</b>			851		(11,759)
<b>Net cash used in financing activities</b>			-		-
<b>Net increase in cash and cash equivalents</b>			6,544		30,484
Cash and cash equivalents at beginning of year			281,899		251,415
<b>Cash and cash equivalents at end of year</b>			288,443		281,899

# HARROGATE & AREA COUNCIL FOR VOLUNTARY SERVICE LTD

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2025

#### 1 Accounting policies

##### Charity information

Harrogate & Area Council for Voluntary Service Ltd is a private company limited by guarantee incorporated in England and Wales. The registered office is Community House, 46-50 East Parade, Harrogate, HG1 5RR.

##### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties. The principal accounting policies adopted are set out below.

##### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

##### 1.3 Charitable funds

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

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

##### 1.4 Income

All income is included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy.

##### 1.5 Expenditure

Expenditure is recognised on an accruals basis when a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is included as part of the expenditure to which it relates.

Raising funds are those costs incurred in attracting donations and legacies and those incurred in trading activities that raise funds.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both the direct costs and support costs relating to such activities.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include its audit fees and costs linked to the strategic management of the charity.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

# HARROGATE & AREA COUNCIL FOR VOLUNTARY SERVICE LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

### 1 Accounting policies

(Continued)

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Fixed assets are stated at cost or valuation less accumulated depreciation. Individual fixed assets costing £1,000 or more are capitalised at cost.

Tangible fixed assets are depreciated on a straight line basis over their estimated useful lives as follows:

Buildings	2%
Computers and office equipment	33%
Vehicles	25%

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand and deposits held at call with banks.

#### 1.8 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

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

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

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price.

Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### 1.9 Taxation

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

#### 1.10 Employee benefits

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

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits. The amounts included within termination payments are paid to the employee in line with the company redundancy policy.

##### **Pensions**

The charity contributes to defined contribution pension schemes in respect of its employees. The assets of these schemes are entirely separate to those of the charity. The pension cost shown represents contributions payable by the charity in respect of the employees.

# HARROGATE & AREA COUNCIL FOR VOLUNTARY SERVICE LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

### 1 Accounting policies

(Continued)

#### 1.11 Leases

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

### 2 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2025 £	2025 £	2025 £	2024 £	2024 £	2024 £
Donations	4,042	44,328	48,370	35,230	20,275	55,505
Legacies	-	3,640	3,640	-	47,111	47,111
Gift aid	1,176	-	1,176	1,239	-	1,239
	<u>5,218</u>	<u>47,968</u>	<u>53,186</u>	<u>36,469</u>	<u>67,386</u>	<u>103,855</u>

# HARROGATE & AREA COUNCIL FOR VOLUNTARY SERVICE LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

### 3 Charitable activities

	Community action 2025 £	Forums and events 2025 £	Service delivery 2025 £	Total 2025 £
Grants	57,446	-	85,448	142,894
Fees and charges	98,495	-	1,899	100,394
	<u>155,941</u>	<u>-</u>	<u>87,347</u>	<u>243,288</u>
<b>Analysis by fund</b>				
Unrestricted funds	148,141	-	-	148,141
Restricted funds	7,800	-	87,347	95,147
	<u>155,941</u>	<u>-</u>	<u>87,347</u>	<u>243,288</u>
	Community action 2024 £	Forums and events 2024 £	Service delivery 2024 £	Total 2024 £
Grants	66,800	-	189,587	256,387
Fees and charges	90,542	-	7,099	97,641
	<u>157,342</u>	<u>-</u>	<u>196,686</u>	<u>354,028</u>
<b>Analysis by fund</b>				
Unrestricted funds	157,342	-	-	157,342
Restricted funds	-	-	196,686	196,686
	<u>157,342</u>	<u>-</u>	<u>196,686</u>	<u>354,028</u>

### 4 Investments

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Interest receivable	<u>6,576</u>	<u>5,303</u>

# HARROGATE & AREA COUNCIL FOR VOLUNTARY SERVICE LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2025**

### 5 Other income

	Restricted funds	Total
	2025 £	2024 £
Net gain on disposal of tangible fixed assets	700	-
	<u>700</u>	<u>-</u>

### 6 Raising funds

	Restricted funds	Restricted funds
	2025 £	2024 £
Direct fundraising costs	1,052	1,389
	<u>1,052</u>	<u>1,389</u>

# HARROGATE & AREA COUNCIL FOR VOLUNTARY SERVICE LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

### 7 Charitable activities

	Community action 2025 £	Service delivery 2025 £	Total 2025 £
Direct staff costs	42,950	105,301	148,251
Project costs	3,504	13,654	17,158
	<u>46,454</u>	<u>118,955</u>	<u>165,409</u>
Share of support costs (see note 8)	107,500	46,134	153,634
Share of governance costs (see note 8)	3,996	848	4,844
	<u>157,950</u>	<u>165,937</u>	<u>323,887</u>
<b>Analysis by fund</b>			
Unrestricted funds	137,593	10,091	147,684
Restricted funds	20,357	155,846	176,203
	<u>157,950</u>	<u>165,937</u>	<u>323,887</u>
	Community action 2024 £	Service delivery 2024 £	Total 2024 £
Direct staff costs	55,266	194,658	249,924
Project costs	1,891	20,490	22,381
	<u>57,157</u>	<u>215,148</u>	<u>272,305</u>
Share of support costs (see note 8)	134,740	6,058	140,798
Share of governance costs (see note 8)	4,278	1,537	5,815
	<u>196,175</u>	<u>222,743</u>	<u>418,918</u>
<b>Analysis by fund</b>			
Unrestricted funds	183,146	-	183,146
Restricted funds	13,029	222,743	235,772
	<u>196,175</u>	<u>222,743</u>	<u>418,918</u>



# HARROGATE & AREA COUNCIL FOR VOLUNTARY SERVICE LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

### 8 Support costs

	Support costs	Governance costs	2025	Support costs	Governance costs	2024
	£	£	£	£	£	£
Depreciation	18,045	-	18,045	15,319	-	15,319
Support staff costs	60,128	-	60,128	43,572	-	43,572
Communications and IT	10,140	-	10,140	14,173	-	14,173
Financial costs	1,363	-	1,363	285	-	285
Printing and postage	4,319	-	4,319	5,155	-	5,155
Premises	59,639	-	59,639	62,294	-	62,294
Governance costs	-	4,844	4,844	-	5,815	5,815
	<u>153,634</u>	<u>4,844</u>	<u>158,478</u>	<u>140,798</u>	<u>5,815</u>	<u>146,613</u>
Analysed between						
Charitable activities	<u>153,634</u>	<u>4,844</u>	<u>158,478</u>	<u>140,798</u>	<u>5,815</u>	<u>146,613</u>

Governance costs includes payments to accountants of £2,958 (2024: £2,700) for independent examiners fees.

### 9 Net movement in funds

**2025**  
**£**

**2024**  
**£**

Net movement in funds is stated after charging/(crediting)

Depreciation of owned tangible fixed assets	18,045	15,319
Profit on disposal of tangible fixed assets	(700)	-
Independent examiner's fees	2,958	2,700
	<u>20,243</u>	<u>18,019</u>

### 10 Trustees

No trustees received any remuneration or had their expenses paid by the charity in either year.

### 11 Employees

The average monthly number of employees during the year was:

	2025 Number	2024 Number
Total	<u>14</u>	<u>20</u>
Wages and salaries	183,520	256,518
Social security costs	11,122	9,079
Pension costs	13,734	21,471
Termination payments	-	6,428
	<u>208,376</u>	<u>293,496</u>

No employee received emoluments of more than £60,000 per annum (2024: £nil)

The total paid to key management personnel (as listed on page 1) during the year was £35,278 (2024: £56,251).

# HARROGATE & AREA COUNCIL FOR VOLUNTARY SERVICE LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

### 11 Employees

(Continued)

The average number of employees is calculated on the basis of full time equivalents with regard to a 37 hour working week was 6.4 (2024: 9.4).

### 12 Tangible fixed assets

	Buildings	Computers and office equipment	Vehicles	Total
	£	£	£	£
<b>Cost or valuation</b>				
At 1 April 2024	550,000	49,731	29,602	629,333
Additions	-	6,425	-	6,425
Disposals	-	-	(14,632)	(14,632)
At 31 March 2025	550,000	56,156	14,970	621,126
<b>Depreciation</b>				
At 1 April 2024	66,000	7,739	29,602	103,341
Depreciation charged in the year	11,000	7,045	-	18,045
Eliminated in respect of disposals	-	-	(14,632)	(14,632)
At 31 March 2025	77,000	14,784	14,970	106,754
<b>Carrying amount</b>				
At 31 March 2025	473,000	41,372	-	514,372
At 31 March 2024	484,000	41,992	-	525,992

Community House was received from winding up Harrogate Community House Trust Ltd on 28 September 2018. The asset was valued at £550,000 by Feather Smailes Scales at the time of transfer.

### 13 Debtors

	2025	2024
	£	£
<b>Amounts falling due within one year:</b>		
Debtors (accounts receivable)	6,179	4,166
Accrued income	3,176	19,182
Taxation and social security	-	1,075
Prepayments	1,479	393
	10,834	24,816

# HARROGATE & AREA COUNCIL FOR VOLUNTARY SERVICE LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

### 14 Creditors: amounts falling due within one year

	Notes	2025 £	2024 £
Trade creditors		2,634	1,249
Other creditors		1,485	2,561
Accruals		7,598	5,776
Deferred grant income	15	15,000	15,000
		<u>26,717</u>	<u>24,586</u>

### 15 Deferred income

	2025 £	2024 £
Opening balance	15,000	26,245
Amount released to income in the year	(15,000)	(26,245)
Amounts deferred in the year	15,000	15,000
	<u>15,000</u>	<u>15,000</u>

Deferred income comprises grants received in advance of the funding period.

### 16 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 April 2024 £	Movement in funds		Transfers	Balance at 31 March 2025 £
		Income £	Expenditure £	£	
<b>Community action</b>					
Community House Capital Reserve	502,257	-	(13,029)	-	489,228
Community House Cash Funds	46,652	7,800	(7,330)	-	47,122
Community Fit	28,161	23,456	(34,386)	-	17,231
<b>Service delivery</b>					
HELP - Harrogate Easier Living Project	17,943	48,180	(55,514)	-	10,609
Help at Home	-	46,561	(40,325)	-	6,236
Help Out Harrogate	4,250	10,600	(6,909)	-	7,941
Volunteering City of Ripon Project	13,301	5,298	(18,577)	-	22
Friendship Club	-	1,920	(1,185)	-	735
	<u>612,564</u>	<u>143,815</u>	<u>(177,255)</u>	<u>-</u>	<u>579,124</u>

# HARROGATE & AREA COUNCIL FOR VOLUNTARY SERVICE LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

16 Restricted funds

(Continued)

	Balance at 1 April 2023	Movement in funds		Transfers	Balance at 31 March 2024
	£	Income £	Expenditure £	£	£
<b>Community action</b>					
Community House Capital Reserve	506,069	-	(13,029)	9,217	502,257
Community House Cash Funds	55,869	-	-	(9,217)	46,652
Community Fit	7,278	39,753	(18,870)	-	28,161
<b>Service delivery</b>					
HELP - Harrogate Easier Living Project	11,062	87,232	(80,351)	-	17,943
Help at Home	5,000	47,405	(52,405)	-	-
Help Out Harrogate	-	8,500	(4,250)	-	4,250
Transport	5	49,141	(49,146)	-	-
Volunteering City of Ripon Project	370	32,041	(19,110)	-	13,301
	<u>585,653</u>	<u>264,072</u>	<u>(237,161)</u>	<u>-</u>	<u>612,564</u>

# HARROGATE & AREA COUNCIL FOR VOLUNTARY SERVICE LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

### 16 Restricted funds

(Continued)

Restricted funds represent monies to be used for the following specific purposes:

#### **Community House Capital Reserve**

This is the value of the property as at April 2019 when it was acquired and any capital improvements that have since been made. The transfer from the Community House Cash Funds this year was in relation to the LED lighting which was capitalised in the year.

#### **Community House Cash Funds**

These funds were transferred over from Harrogate Community House Trust Ltd on completion of the transfer and will be used to maintain and develop the building.

#### **Harrogate District Community Fit Project**

HADCA is a delivery partner in the 18 month Community Fit Project in partnership with North Yorkshire Sport, funded by the NHS via Community First Yorkshire. We are hosting the Task Co-ordinator post, based with our HELP team. The aim of the project is to create a community of local people who meet to be social and active while giving time to Harrogate's people and spaces. Regular group sessions will involve people who will run, walk or cycle together from one of our bases to a community group or charity to complete a variety of tasks.

#### **Harrogate Easier Living Project**

Supported by funding from NYCC and HBC to provide help with practical tasks for those who have nobody else to support them. It incorporates the following services each with their own separate restricted funding:

##### **Help at Home**

This is a scheme to provide a gardening, decorating and DIY service to older and disabled people.

##### **Help Out Harrogate**

This is a scheme to help inject ad hoc volunteer support into a wide range of local charities.

#### **Volunteering City of Ripon Project**

HADCA is a delivery partner in the 5-year Skell Valley Project hosted by the National Trust and Nidderdale AONB and funded by the Heritage Lottery Fund. HADCA are leading on the Volunteering City of Ripon work stream with the Project Co-ordinator based with HADCA for 18 months. The aim of the project is to make Ripon a volunteering centre of excellence by making it easier for new groups of people to get involved in giving time and to support volunteer managers, by sharing resources and training.

#### **Friendship Club**

This funding is for our weekly Friendship Club to pay for our sessional leader, to fund the venue hire costs, refreshments and a contribution towards the Service Coordinator's time to organise the activity.

#### **Transport (2024 only)**

Supported by funding from NYCC to provide the following services:

Ripon Voluntary Car Driver Service operates in the Ripon area and is available principally to those who are elderly or disabled and are unable to access public transport.

Driving Force operates in the Harrogate/Knaresborough area and is available principally to those who are elderly or disabled and are unable to access public transport.

# HARROGATE & AREA COUNCIL FOR VOLUNTARY SERVICE LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

### 17 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total
	2025	2025	2025
	£	£	£
Fund balances at 31 March 2025 are represented by:			
Tangible assets	25,144	489,228	514,372
Current assets/(liabilities)	182,664	89,896	272,560
	<u>207,808</u>	<u>579,124</u>	<u>786,932</u>
	<u><u>207,808</u></u>	<u><u>579,124</u></u>	<u><u>786,932</u></u>
	Unrestricted funds	Restricted funds	Total
	2024	2024	2024
	£	£	£
Fund balances at 31 March 2024 are represented by:			
Tangible assets	23,735	502,257	525,992
Current assets/(liabilities)	171,822	110,307	282,129
	<u>195,557</u>	<u>612,564</u>	<u>808,121</u>
	<u><u>195,557</u></u>	<u><u>612,564</u></u>	<u><u>808,121</u></u>

### 18 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2025	2024
	£	£
Within one year	950	950
Between two and five years	475	1,425
	<u>1,425</u>	<u>2,375</u>
	<u><u>1,425</u></u>	<u><u>2,375</u></u>

### 19 Related party transactions

No trustees (2024: nil) were reimbursed for expenses during the year (2024: £nil).

There were no payments of travel and subsistence expenses to trustees during the year (2024: £nil).

None of the trustees nor any persons connected with them received any remuneration during the year.

There were no further related party transactions during the year (2024: none)

# HARROGATE & AREA COUNCIL FOR VOLUNTARY SERVICE LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

20	Cash generated from operations	2025 £	2024 £
	(Deficit)/surplus for the year	(21,189)	42,879
	Adjustments for:		
	Investment income recognised in statement of financial activities	(6,576)	(5,303)
	Gain on disposal of tangible fixed assets	(700)	-
	Depreciation and impairment of tangible fixed assets	18,045	15,319
	Movements in working capital:		
	Decrease/(increase) in debtors	13,982	(9,831)
	Increase/(decrease) in creditors	2,131	(821)
	<b>Cash generated from operations</b>	<u>5,693</u>	<u>42,243</u>