

MVCAP Trustees' Annual Report for 2021-22

MVCAP is a Charitable Incorporated Organisation - registration number: **1155592**

It is also known by the legacy name of *Malmesbury and the villages community area partnership*

Office:

c/o Mark Allen – Web Developer

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mvcap.org.uk

Trustees:

Peter Gilchriest
Sidney Jevons
Mark Allen

Structure, governance and management

The charity is a Charitable Incorporated Organisation. Trustees are appointed by a vote of the membership. The trustees are assisted with the day to day running of the charity by a management committee made up of charity members appointed by the trustees as well as other individuals that the trustees appoint. To assist with the running of the charity the trustees can buy in specific skills as and when needed.

The charity governing document uses the Charity Commission model constitution for Charitable Incorporated Organisations. This document was last updated on 15 January 2014.

Finances have remained healthy for this financial year. We received £218 and spent £2618. We failed to attract funding for our core operations but, with our reduction in core activities and cost saving measures core costs were limited to £20 thanks to the efforts of our volunteers.

Our Walks Group had built up funds over several years for the next stage of its work. This years we undertook creating and installing information boards for the route, refreshed route markers, and officially launched the walk with a public event. We also spent money on the licensing of Ordnance Survey maps and web/domain hosting costs. Total expenditure came to £2161.

We accommodated the Malmesbury Against Plastics community group. We secured an additional £200 in grant funding from Malmesbury Town Council. We spent £221 on informational inserts into the local Malmesbury Jackdaw newsletter.

We also spent £216 to support the running of a community repair cafe.

30 January 2023

In 2015-16 the trustees took the decision to cut back on activities, stop paying for project management and administration support, and limit operations to those that could be sustained in the long term. New projects will only be undertaken if funding is completely in place before work begins. This decision has resulted in a significant reduction in the amount of work that MVCAP take on, but it ensures that the organisation will remain productive and financially viable in the medium to long term.

MVCAP have a ring-fenced reserve fund of £837. This is retained to cover any short-term cash-flow problems between approved spending and receipt of grant monies. It is also available for allocation by the trustees in an emergency or to cover shutdown costs should the trustees consider the charity to be no longer viable in the long term.

Spending is only approved by the management committee in the following circumstances:

- MVCAP already has the available funds in its bank account beyond the ring-fenced reserve and expected running costs
- A grant award has been formally approved and MVCAP is awaiting payment
- A project has been proven to be self-funding

The management committee will not approve any expenditure in advance of receipt of funding that exceeds the total unallocated funds in the MVCAP bank account including the financial reserve.

Financial strength and viability

Running costs for charity for the year were maintained at £20 this year. We anticipate that it will be difficult to keep spending this low in the coming year due to inflation. We intend to also give grants to support community initiatives. For planning purposes, and to allow for the unexpected, we have used an annual estimated spend on core costs and grants of £750 to determine ongoing viability of the charity. Excluding the ring-fenced reserve fund, the charity holds sufficient general funds to maintain these levels of expenditure for at least two years if no additional funding becomes available.

The trustees believe that the current state of finances are very healthy and the charity should continue to operate for the foreseeable future. However, should they in the future decide that the charity needs to close for whatever reason, MVCAP has no debts or liabilities and has sufficient funds to ensure an orderly closure. In such a circumstance, the trustees are committed to ensuring that excess funds would be transferred to an established charity or charities that share MVCAP's charitable objectives.

Public benefit

The charity trustees have complied with their duty to have due regard to the guidance on public benefit published by the commission in exercising their powers or duties.

Objectives and activities

In summary, the objectives of MVCAP are:

- Providing advice, support and assistance to the voluntary sector
- Promoting the provision of facilities for recreation or other leisure time occupation for the public at large
- Promoting good health, including healthy eating and supporting public health initiatives
- Advancing education of the general public in the history and heritage of the local area
- Promoting good citizenship and greater public participation in the prevention and solution of crime in the area
- Promoting conservation protection and improvement of the physical and natural environment, including biological diversity

Achievements and performance

Supporting the voluntary sector

- Providing free IT advice for voluntary groups
- Providing advice and support about access to funding and organisational structure to new voluntary groups
- Providing support and funding for the Malmesbury Against Plastics group – in particular their informational leaflet distributed with the Malmesbury Jackdaw newsletter.

Promoting provision of leisure time activities and supporting public health initiatives

- Worked to promote walking in the local area by maintaining a comprehensive free to use website
- Working on a project to increase access to the surrounding countryside for people with limited mobility
- Working to develop local walking trails. Specifically introducing informational boards and signage and the official launch of the White Walls Way.

Promoting good citizenship

- Running and moderating a number of community online groups to encourage local community engagement and to provide a medium for organising collective action in times of emergency.

Promoting conservation protection and improvement of the physical and natural environment, including biological diversity

- Our support for the repair café initiative encourages repair or re-use of items rather than disposal to landfill.

Our focus in the coming year will be continuing our activities from this year. In particular, we will provide support, when needed, to the community centre in Malmesbury which is run by the *Friends of Riverside* charity. We will also support the activities of the community repair cafe to promote protection of the environment.

We run and moderate a number of community online groups to encourage local community engagement and to provide a medium for organising collective action in times of emergency. These

groups are now well developed, so our plan is to pass the running of these groups on to local communities over the next 12 months.

Malmesbury & the Villages Community Area Partnership

Accounts for Year Ending 31st March 2021

Summary

Fund	Opening Balance	Transactions In	Transactions Out	Balance
General	2024.1	18.36	20.4	2022.06
Reserves (was Minibus)	837.47	0	0	837.47
MM Artlift	148.27	0	0	148.27
Walks Group	4210.24		2160.9	2049.34
Project Fund	400	0		400
Abbey Art Group	57.59	0	0	57.59
Malmesbury against Plastic	220.96	200	220.96	200
Repair Café	250	0	215.61	34.39
Total	8148.63	218.36	2617.87	5749.12

Monies held at Lloyds Current Account on 31/3/21 =£5749.12

[illegible]

				2022.06
				2022.06
	TOTAL	18.36	20.4	2022.06

Date	Details-Malmesbury Medical Artlift Malmesbury & Villages Community Area Partnership	Transaction In	Transaction Out	Balance
	David Davies [davidfdavies@blueyonder.co.uk]			
01/04/2021	Opening Balance			148.27
	Closing Balance		0	148.27

Date	Details- Community Reserves Fund Sheet Accounts	Transaction In	Transaction Out	Balance
	was minibus			
01/04/2021	Opening Balance			837.47
				837.47

[illegible]

[illegible]

Date	Malmesbury Art Group Malmesbury & Villages Community Area Partnership	Transaction In
	David Davies [davidfdavies@blueyonder.co.uk]	
01/04/2021	Opening Balance	
	Closing Balance	

[illegible]

Date	Malmesbury Against Plastics Malmesbury & Villages Community Area Partnership	Transaction In	Transaction Out	Balance
	chessfearnley@live.co.uk			
01/04/2021	Opening Balance			220.96
03/06/2021	c/no 345 Malmesbury Jackdaw (insert)		220.96	0
21/06/2021	Malmesbury town council grant	200		200
	Closing Balance	200	220.96	200

Repair Café

Repair Café

Date	Andy Kite 28 kings wall 07710 126531	Transaction In	Transaction Out	Balance
01/04/2021	Opening Balance			250
12/12/2021	A Kyte Various c/no 354		215.61	34.39
	Closing Balance	0	215.61	34.39